



TOWN OF BEAUX ARTS VILLAGE

TOWN COUNCIL MINUTES

February 13, 2024

Dix

SWEARING IN: Clerk/Treasurer Spens administered the Oath of Office to re-elected Councilmember McCarthy.

PRESENT: Mayor Aletha Howes, Councilmembers Paula Dix, James McCarthy, Stacy Saal, Tom Stowe, and Brad Wheeler.

EXCUSED: None.

STAFF: Clerk/Treasurer Sue Ann Spens.

GUESTS: Eugenia Yen.

Mayor Howes called the meeting to order at 7pm.

MINUTES: Councilmember Saal moved to approve the January 9, 2024 minutes as amended. Councilmember Wheeler seconded.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

CLAIMS: Councilmember McCarthy moved to approve the February 13, 2024 Claims Register for check numbers 16460 through 16481 in the amount of \$27,383.72.

Councilmember Saal seconded.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

CLERK'S REPORT: Treasurer Spens reported that King County Councilmember Claudia Balducci will attend the March Council meeting to discuss recent county news.

COUNCIL MEETING CALENDAR: Clerk/Treasurer Spens asked the Council to review the proposed meeting calendar for 2024. Of particular concern is the April meeting date because that often conflicts with Spring Break in the schools. It was the consensus of the Council to move the date of the April meeting to Tuesday April 2nd.

PROPOSED BUILDING CODE AMENDMENT: Clerk/Treasurer Spens reported that the Town Attorney has prepared a minor amendment to the Building Code to clarify that projects exempt from the need for a permit must still comply with the Zoning Code and other regulations of the Town. She will distribute a copy of the proposed language so that Councilmembers can suggest wording changes to simplify the language further. The ordinance will come to the Council for action in March.

MARSHAL'S REPORT: Nothing to report. Mayor Howes commented that the number of cancelled patrols has decreased from 33% to 10%.

WATER REPORT: Councilmember Wheeler reported that Water Supervisor Durr believes there is a water-line leak somewhere in the system based on water volumes pumped compared to volumes billed. He and Water Superintendent Roger Lillejord are searching for the leak.

WABA REPORT: Mayor Howes reported on behalf of WABA President Jeff Avansino that WABA will be electing new officers later this week.

APPEARANCES: Eugenia Yen gave the Council an update on the Trees4BAV group's recent activities, which include distributing a survey to WABA membership to hear what Villagers think. She will share their findings next month. The group also continues to review tree codes in neighboring cities. She noted that King County received a grant from the Dept of Natural Resources to develop best practices for tree codes.

PLANNING COMMISSION APPOINTMENT: Mayor Howes asked the Council to confirm her re-appointment of Jeremy Laws to the Planning Commission.

MOTION: Councilmember Wheeler moved to confirm the re-appointment of Jeremy Laws to a six-year term on the Planning Commission ending on 12/31/29. Councilmember McCarthy seconded.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

2024 COMPREHENSIVE PLAN UPDATE: Mayor Howes recapped Town Planner Schroeder's calendar for completing this state-mandated update. She specifically pointed out the two main priorities:

Priority #1 – Complete the remaining work outlined in Ms. Schroeder's outline and submit the draft update to the Dept of Commerce at the end of March. This work included zoning code changes that were mandated in a previous state legislative session for temporary and permanent transitional housing, which the Planning Commission will review in public hearing later this week. The Planning Commission's recommendations will come to the Council in March for action.

Priority #2 – Begin work on mandates stemming from HB 1110 and the model housing ordinance. Some of the mandates set by HB 1110 are being amended in the current session, which ends March 7, 2024.

Mayor Howes encouraged Councilmembers to put together a list of questions they may have in advance of the March Council meeting and send them to Ms. Schroeder with copies to Town staff so that she can address those concerns at the March meeting.

GLEN PATH IMPROVEMENT PLANS: Councilmember Dix outlined the revisions made based on Council feedback, noting that developing parking at the south end of the path is not part of this plan. She also noted that a water spigot for the new plantings will be installed at the south end, because that is where the water lines are.

It was the consensus of the Council to move forward to the next step. Mayor Howes will email the adjacent property owners for their final input on the plans, and the Council can approve the project to go to bid next month.

COUNCILMEMBER ROLES AND RESPONSIBILITIES: Mayor Howes reminded the Council that one of the main goals of this exercise is cross-training so that any Councilmember can step in for another if needed. Councilmember Saal suggested that to support this effort, each Councilmember should write a one-page summary outlining the tasks they oversee, names of contacts, and any other information that would make it easier for someone stepping into their position.

LEGISLATIVE PRIORITIES: Councilmembers offered comments on the latest version of the list and how they would prioritize it. Mayor Howes will take those comments and prepare a final list that can be published on the Town website, shared with groups representing cities in legislative matters, and used internally to guide the Council's decisions on budgets, projects, etc. She will finalize a revised draft and send it to Clerk/Treasurer Spens for distribution.

MAYOR AND COUNCILMEMBER REPORTS:

MAINTENANCE SHED LOCK: Councilmember McCarthy reported that he has the new electronic lock but needs to hire a locksmith to install it. He also needs an administrative email account to use for setting up lock codes. Clerk/Treasurer Spens will establish an administrative alias that will automatically forward to Councilmember McCarthy and Town staff.

KING COUNTY URBAN FORESTRY FORUM: Councilmember Dix has arranged to receive a copy of the KC Urban Forestry Forum report and toolkit in April.

GREENSPACE MAINTENANCE: Councilmember Dix reminded the Council how difficult it has been for her to find and keep a qualified person or firm to maintain the Town's greenspaces and reported that she has been in contact with Elvis Landscaping about taking over those tasks. She expects the work to take an average of 8 hours per month at \$80/hour. She will collaborate with Clerk/Treasurer Spens to put together a Purchased Services Agreement for an annual amount not to exceed \$7,500 and asked the Council to authorize Mayor Howes to execute the contract pending the Town Attorney's final approval.

MOTION: Councilmember Stowe moved to authorize the Mayor to execute a Purchased Services Agreement for Landscape Services not to exceed \$7,500 per calendar year pending Town Attorney Linehan's approval. Councilmember Wheeler seconded.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

KING COUNTY ROAD MAINTENANCE: Councilmember Wheeler reported that he and Town Engineer Schroeder are working with King County Road Maintenance to get a price for the street repairs along 104th SE and SE 28th St.

AGREEMENT WITH CITY OF BELLEVUE FOR SHARED UTILITY DESIGN / CONSTRUCTION COSTS: Councilmember Wheeler reported that Town Attorney Linehan

is making arrangements for another attorney in his practice to oversee review of this agreement. Bellevue estimates that the Town's share of the design costs will be \$50,000 (in 2024 or 2025) and the construction costs to be \$350,000 (in 2025 or 2026). These projects will be added to the next CIP as will a full grind/overlay of the Arterial in 2026 or 2027.

ON-CALL CONTRACT FOR ENGINEERING SERVICES: Councilmember Wheeler and Town Engineer Schroeder are working on a three-year on-call contract for engineering services. Once approved, the first project will be designing an overflow for the water tank.

LEGISLATIVE ACTIVITIES: Mayor Howes reported that the 2024 legislative session is winding down with several important issues still to be finalized.

FEE DISCUSSION: Mayor Howes reported that several of the Points Cities are looking at fee increases to increase revenue, and she thinks the Council also needs to consider doing the same.

NEXT MEETING: The next Council meeting is scheduled for Tuesday March 12, 2024 at Councilmember Howes' house. Councilmember Wheeler noted that he will not be able to attend.

ADJOURN: Councilmember McCarthy moved to adjourn the meeting at 9:27 pm. Councilmember Saal seconded.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

Respectfully submitted,

Sue Ann Spens
Clerk/Treasurer