



TOWN OF BEAUX ARTS VILLAGE

TOWN COUNCIL MINUTES

September 9, 2025

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

EXCUSED: Councilmember McCarthy.

STAFF: Clerk/Treasurer Sue Ann Spens.

GUESTS: Water Department Supervisor (In Training) Eric Antonelli.

Mayor Howes called the meeting to order at 7pm.

MINUTES: Councilmember Saal moved to approve the July 8, 2025 minutes as amended. Councilmember Stowe seconded.

Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

CLAIMS: Councilmember Wheeler moved to approve the Final August 12, 2025 Claims Register for check numbers 16867 through 16886 in the amount of \$42,741.89.

Councilmember Stowe seconded.

Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

Councilmember Wheeler moved to approve the Final September 9, 2025 Claims Register for check numbers 16887 through 16898 in the amount of \$41,227.34. Councilmember Stowe seconded.

Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

CLERK'S REPORT:

COYOTE RESPONSE: Clerk/Treasurer Spens reported that in response to the increase in coyote sightings and encounters, Mayor Howes connected with APHIS, a subagency of the USDA, for help assessing and addressing the situation. As part of that effort, the Town newsletter directed residents to contact her with information about specific incidents. She will share that information with APHIS for handling. She added that she has already received half a dozen responses.

PARKING ALONG SE 30TH: Clerk/Treasurer Spens reported that she continues to receive inquiries from Bellevue residents about parking along the Beaux Arts side of SE 30th Street. She has been telling these callers that a significant portion of that area belongs to the Western Academy of Beaux Arts (WABA), making it private property. But she asked Council if there is other more accurate information she should be sharing. Most of the BAV side of that right-of-way is covered in vegetation, so isn't conducive to parking. Councilmember Stowe commented that the utility poles on that side of SE 30th Street are primarily in the City of Bellevue, but the dividing line between Bellevue and WABA is just inside those poles and is private.

BANKING / ONLINE BILLPAY QUESTIONS: Clerk/Treasurer Spens reported continues converting vendors to payment by EFT / ACH whenever possible.

PLUMBER FOR SINK AT WATER SHED: Clerk/Treasurer Spens reminded the Council that she still needs the help of a plumber at the Water Shed restroom. She recently had a plumber complete work at the restroom in Hunts Point Town Hall; he was reliable and reasonably priced. She asked if she should just arrange a service call with him. It was the consensus of the Council that she should proceed.

MARSHAL'S REPORT: Mayor Howes noted that the Town Marshal is aware of the Town's coyote abatement efforts and the continued issues with parking along SE 27th Street. The Marshal is asking that people to provide specific information, including time, place, license number, etc. in their complaint so that the Marshal can follow up with all involved. Councilmembers reported that they have seen some improvement in the situation recently.

WATER REPORT: Councilmembers briefly discussed the May incident in which Bellevue punctured the service line that connects our emergency intertie to their water distribution lines – a puncture that rapidly drained our water tank and left several residents without water service. Subsequent to the event, the Water Department discovered that no backflow prevention device was installed when this connection was created. The Bellevue Water Utility supervisor has filed a report with the Washington State Department of Health (DOH), but his depiction of events varies somewhat from what Councilmember Stowe witnessed that day. It was the consensus of the Council that Clerk/Treasurer Spens should prepare an “adjunct response” calling out those areas where our experience differs from what Bellevue shared in their report to the DOH. She should draft that reply that addresses only the inconsistencies in Bellevue's initial report and based on information Councilmember Stowe has provided. Mayor Howes and Councilmember Stowe will review the draft before it is submitted to DOH.

WABA REPORT: No report.

APPEARANCES: None.

GLEN PATH PLANTINGS: Councilmember Dix opened the discussion by outlining the additional plantings she would like to add and that specific areas to be thickened. She noted that the plantings will be primarily evergreens to provide year-round screening and will be placed in areas that most clearly need additional thickening.

MOTION: Councilmember Dix moved to approve the purchase and installation of additional plantings along the north half of the Glen Path corridor at a cost not to exceed \$4,000. Councilmember Wheeler seconded.
Vote: 3 For, 1 Against, 1 Abstain. Motion carried.

2025 SURVEY OF SE QUADRANT: Mayor Howes opened the discussion by reminding all that this survey work was done as part of a multi-year effort to survey all of the Town.

She commented that Town Engineer Stacia Schroeder will attend the October Council meeting to discuss the survey results in detail and asked Councilmembers to develop their lists of questions, concerns, etc. about the survey results. She noted that she was surprised to see the number of private encroachments of semi-permanent improvements (e.g. fences) on Town rights-of-way and believes they should be addressed in some way.

After a brief discussion, Councilmembers decided that Clerk/Treasurer Spens should ask Town Attorney Linehan his opinion of the best method to address these encroachments:

- a letter formally notifying the adjacent private property owner that their improvements sit on Town property and the Town can request removal without notice at any time – OR –
- a formal encroachment agreement as is typically used when property owners ask to install improvements (other than plantings). Such an agreement would be recorded with King County to ensure that future owners were made aware of the encroachment.

PROPOSED CHANGES TO FEES FOR SERVICES AND PERMITS: Clerk/Treasurer Spens explained the rationale for the proposed fee changes and outlined which fees should be changed. Mayor Howes added that she asked Clerk/Treasurer Spens to review these fees to ensure that the Town is covering the costs of services and permit-related fees. She added that we should also be looking at instituting a collections policy for fees that remain unpaid.

On discussion, Councilmembers suggested some revisions, which Ms. Spens will incorporate into a Fees Resolution for Council discussion and possible action in October.

YTD BUDGET PERFORMANCE FOR 2025: Clerk/Treasurer Spens remarked that this review is a preliminary step to beginning our 2026 budget discussions next month. She noted that all funds are well within their budgeted expenditures, except the Street Fund. The Street Fund is over budget because King County's bill for last year's paving project arrived after the cutoff for 2024 expenditures and was paid from the 2025 budget. She added that the TIB Grant was also received this year, which offsets the expenditure. This anomaly means the Council will need to pass an amended budget for 2025.

MAYOR AND COUNCILMEMBER REPORTS:

BELLEVUE FRANCHISE: Councilmember Stowe reported that he, Town Engineer Schroeder, and Mayor Howes met to review the proposed agreement with Franchise Attorney Ann Mari Soto. Based on that meeting, the Town has agreed to combine removal and replacement of Bellevue's water distribution lines into a single agreement. They also agreed to a few other minor changes. Bellevue is still negotiating the franchise fee but wants details resolved and a final franchise agreement approved by the end of October so that design and other project work for next year can proceed.

BELLEVUE INTERTIE: Councilmember Stowe is working with Water Dept Supervisors Bob Durr and Eric Antonelli to establish the history of this connection and determine how best to proceed with an agreement governing it. As part of this discussion, they plan to decide how to handle installation of a backflow-prevention device.

CRITICAL AREAS ORDINANCE: Councilmember Stowe reported that the Planning

Commission should have an ordinance ready for Council action by the end of the year.

SIGN POSTS: Councilmember Wheeler reported that he and Marc Schaadt have been resetting signposts that fall down.

GREENSPACE WORK: Councilmember Dix reported that a tree on 105th is failing. The Town Arborist has inspected the tree and suggests snagging it rather than crown cleaning. She will get bids for this work. She also reported that the sign for Glen Path will be installed during the upcoming Town Fall Clean-Up.

TREE WEBINARS: Councilmember Dix reported that she attended a King County Forestry Webinar and plans to attend an upcoming UW Urban Horticulture Workshop.

TREE CODE REVIEW: Mayor Howes reminded the Council to start working on guidelines for the Planning Commission's review of the current Tree Code.

STATE REPRESENTATIVES: Mayor Howes reported that she is working to connect with our state representatives to ask them to attend an upcoming Council meeting. These visits will help point out how our size and infrastructure constraints differentiate us from other cities they represent.

SOUND CITIES ASSOCIATION (SCA): Mayor Howes mentioned that the new legislative director for the SCA is asking if that organization is doing enough for its members. They also seek input from cities about 2026 legislative initiatives, noting that the State should focus less on housing issues and more on other statewide concerns.

WATER TOWER: Mayor Howes asked the Council to consider whether the age of our water tower makes it historically significant in any way. If it were, there may be grant funding available to help fund repairs.

RESTITUTION FOR UNAUTHORIZED TOWN TREE REMOVAL: Mayor Howes reminded the Council that a tree was removed from Town right-of-way in the vicinity of a recently completed building project without the Council's approval. Based on similar previous situations, the property owner and contractor were advised of the unauthorized removal and of the \$5,000 fine for restitution. She asked the Council if they wish to consider an alternative to the fine. Councilmembers discussed and want to know more from Town Attorney Linehan about possible actions.

NEXT MEETING: The next regular Council meeting is scheduled for Tuesday October 14, 2025 at Councilmember McCarthy's house.

EXECUTIVE SESSION: The Council adjourned the regular meeting at 9:30 pm for a short Executive Session to discuss personnel performance. The executive session was expected to last 15 minutes. Mayor Howes reconvened the regular meeting at 9:45 pm.

ADJOURN: Councilmember Dix moved to adjourn the meeting at 9:45 pm. Councilmember Wheeler seconded.

Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

Respectfully submitted,

Sue Ann Spens
Clerk/Treasurer