TOWN OF BEAUX ARTS VILLAGE

TOWN COUNCIL MINUTES

February 10, 2026

PRESENT: Mayor Aletha Howes, Councilmembers Paula Dix, Stacy Saal, Tom Stowe, James McCarthy, and Brad Wheeler.
EXCUSED: none
STAFF: Clerk/Treasurer Amy Myhre, Eric Antonelli, Water Superintendent
GUESTS: David Linehan, Town Attorney

Mayor Howes called the meeting to order at 7:00 pm.

MINUTES: Councilmember Saal moved to approve the January 13, 2026, minutes as presented. Councilmember Wheeler seconded.
Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

CLAIMS: Councilmember McCarthy moved to approve the amended Final February 10, 2026, Claims Register for check numbers 16959 through 16968 in the amount of $25,646.44. Councilmember Wheeler seconded.
Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

CLERK'S REPORT:

PETTY CASH: The Town maintains a petty cash box of $100 for miscellaneous expenditures. This petty cash has not been used in some time, and while training with Clerk Spens it was suggested that Clerk Myhre bring this to the attention of Council to see if they wanted to continue to maintain the petty cash box. Since staff now have credit cards, there are few occasions to need petty cash. Council determined there is no need to maintain a petty cash box any longer. Clerk Myhre will deposit the cash into our bank account.

RACK SPACE MIGRATION: We currently utilize Rack Space to store archived emails. The monthly storage price is increasing from $12 to $36 as of March 1. After some initial research, it looks like we should be able to migrate our archived data over to Microsoft with minimal cost. Council would like Clerk Myhre to research options and investigate migrating our archived data to a more cost-effective platform.

CLERK TRANSITION AND TRAINING: Clerk Myhre has completed her training with Clerk Spens and is continuing to get up to speed on the job duties of Clerk/Treasurer. Clerk Myhre's goal is to learn and execute the duties/tasks as they've been done in the past, so she gains full understanding of the processes and requirements of the Clerk position. There may be opportunities for streamlining and/or digitizing some processes, but there is no rush to make changes. Getting through an audit to get a better understanding of required documentation and processes will be helpful before suggesting any major changes. If there is

a desire from Council to start utilizing tools such as SharePoint and OneNote for Council documents, please let Clerk Myhre know

MARSHAL'S REPORT: Nothing to report.

WATER REPORT: All is fine.

WABA REPORT: Nothing to report.

APPEARANCES: None.

COUNCILMEMBER ROLES AND RESPONSIBILITIES FOR 2026:

Councilmembers will keep the same roles and responsibilities they had in 2025, as noted in the Town of Beaux Arts Village Org Chart.

There is currently no manual that describes the duties and responsibilities of each role. Councilmember Saal put together a Google Doc that Councilmembers can use to document their duties and tasks. She will send it back to Councilmembers to complete. Documenting duties would be helpful for future Councilmembers, so they have guidance on what needs to be done in their roles.

LEGISLATIVE ISSUES / PRIORITIES

All councilmembers agreed on the legislative priorities that were discussed at the January council meeting. The 2026 legislative priorities are as follows:

Finish and Adopt a No Camping Policy – Work with Town Attorney to craft and adopt a No Camping Policy for town property , including ROW land.

Review and update the Credit Policy for permits – Planning Commission to review, revise and recommend an updated policy to Town Council for review and approval.

Review and update the Tree Code - Planning Commission to review, revise and recommend an updated policy to Town Council for review and approval.

Document and potentially craft a new agreement for the Bellevue Water service on 107th/108th - Work with the City of Bellevue to craft an agreement for the water service on $107^{th}/108^{th}$.

Balanced Budget – Revenue Sources, REET opened to more than just Capital Projects, reduce expenses and unfunded mandates including staff time

Councilmember Dix suggested looking into a noxious weed ordinance. Council thought this was a good idea, but that it should not be included in the legislative priorities for the year. It may be better to include this as an action item for the town clean-up as well as educate

residents through the newsletter and possibly posts with pictures on the mail stands. Councilmember Dix will research how King County enforces their ordinance on noxious weeds.

PROPOSED 2026 ROW TREE MANAGEMENT:

Council reviewed the strategy for the 2026 Tree Budget, as proposed by Councilmember Dix.

PROPOSED PRIORITY ORDER FOR TREE BUDGET EXPENDITURES

1. Emergency Reserve
   To be held until toward the end of each budget cycle (November/December) unless emergencies require earlier use

2. Priority Work (non-deferrable)
   a) Those items identified by the Town Arborist as High Priority/High Risk
   b) Cable adjustment and/or replacement

3. Maintenance / Preventative Maintenance
   c) Dead branch removal, crown cleaning, limb end-weight reduction etc.
   d) Health of the tree
   e) Arborist recommendations "as budget allows"

4. Discretionary Work (for approval by Council)
   a) Based on resident request and/or Tree Manager opinion

BUDGET STRUCTURE:
   1. $5,000 reserve (adjusted annually for inflation?)
   2. 90% Priority & Maintenance
   3. 10% Discretionary

If followed this year, the $25,000 budget allowance would look like this:
   Reserve = $5,000
   90% = $18,000 Priority & Maintenance
   10% = $2,000 Aesthetics

Non-deferable tree maintenance is the first step that needs to be accomplished in the spending plan, and bids for this work were presented to Council. The spending plan also keeps $5,000 in reserve to deal with unplanned tree maintenance that may arise throughout the year from storms and/or unexpected events. Historically, unexpected costs have not often exceeded this amount.

If a homeowner wants to pay to trim and/or remove a tree on town property and it's discretionary, it is possible, but the homeowner would need permission.

Council also discussed the benefits and disadvantages to snagging trees. As a town, we've learned that snags are best if they are near other trees. Totally exposed snags are not as helpful. Snags can be cut lower, and snags do provide habitats for birds like owls and woodpeckers. We have a commitment to our trees and replanting, which means we may not need as many snags since we're replanting trees that are removed. Although beneficial to wildlife, if there is continued maintenance costs for snags, that makes them unappealing, since we don't have the budget for maintenance. There may be a way to mitigate the costs if we snag trees at a lower height.

Since we're removing some trees/limbs in the non-deferable maintenance stage, there will be some firewood available. There seems to be less demand for firewood, and the same small group of Villagers has been bucking wood up, which is a lot of work. Water Superintendent Antonelli volunteered to help. For now, if there's firewood available, we will advertise it in the newsletter and see if WABA wants any. If the demand remains low, we may have to pay extra to have the arborists buck up and remove future wood.

Council agreed to the structure of the budget strategy presented.

In the future, a recommendation on a spending strategy should be presented to council annually, along with updates if there are significant changes. If there are any changes needed to the approved strategy, Council should be updated.

CAMPING REGULATIONS:

With the remainder of the East Link line connecting the Eastside to the 1 Line in Seattle, opening March 28, 2026, the Council would like to revisit the draft of the Camping Ordinance, which was previously discussed in early 2025.

The King County Sheriff's Office suggested adopting an ordinance based on the City of Bellevue's (COB) ordinance, likely because it would be easier for their staff to understand and enforce. The COB ordinance is not as strict as BAV might like it to be, since all of BAV's public property borders private property/homes, unlike COB. Town Attorney Linehan presented a draft ordinance that Council worked on last year that is more restrictive than COB's approach.

If there is an emergency, or a resident sees someone camping in Beaux Arts, they should call 911. The 911 operator will decide how to respond and which local agency to send to respond. Clerk Myhre can remind residents of this in an upcoming newsletter since some Villagers may not know who to call.

Council may want to consider changing the language "may be a misdemeanor" to leave the decision to the officer. Or, rather than saying that first contact is a misdemeanor, we could put in warning/referral on first contact, second contact would be a no contact or trespass order, and third contact would be a misdemeanor.

Town Attorney Linehan will work on amendments to the ordinance we've already put

together, and he'll present it for a vote at next month's council meeting. Our finalized policy should be familiar to officers since it's similar to Covington, Mercer Island and other local jurisdictions. Once passed, we can give it to the KC Sheriff's Office for their review, and if they have any issues, we can make amendments.

PROPOSED TOWNWIDE SURVEY, PHASE 2:

Council adopted Resolution 339 in November of 2024, selecting PACE Engineers as the contractor for On-Call Surveying Services for a three-year period. Town Engineer Schroeder notified Mayor Howes that it is now time to move onto the next phase of the survey. Mayor Howes wanted to notify the Council that she will authorize Phase 2 of the survey to begin soon. The work for Phase 2 is not to exceed the $15,000 that was budgeted.

Phase 2 will include going back and fixing things missing from the 2025 survey and adding the next quadrant. Residents will be notified in upcoming newsletters of the survey, start dates (when available) and any additional pertinent information.

MAYOR AND COUNCILMEMBER REPORTS:

COB WATERLINE PROJECT – Bellevue gave us the document showing where the lines are, and potholing was done. Councilmember Wheeler will give Water Superintendent Antonelli the map and final location of the line. The line is going to be abandoned, and we need to show it as an abandoned utility on the base map. The work will be disruptive to Villagers, and 3 residences will be without water for a few events, possibly a full shift. Bellevue does this all the time and will notify residents of any planned outages. Once we know dates, we will communicate with Villagers via the website and newsletter.

WATER INVOICE REVIEW – Clerk Myhre will send Water Superintendent Antonelli, Councilmember Wheeler, and Bob Durr the contract for Good Boy Excavating and Plumbing so they can review it against the charges on the February 2026 bill.

STORM DRAIN CLEANING – The storm drain catch basin at the bottom of North Beach hill needs to be cleaned out. Town Engineer Schroeder has reached out for bids and is waiting for responses.

SEWER OVERFLOW - Sewage overflowed into lake briefly, and notifications and signage were put out to inform residents. It was not a major event, since the overflow was brief.

ASPHALT PATCHING - AA gave us a quote for asphalt patching. We sent out three bids and only received one back. The bid came in at $9,000, and the budget was $20,000. The bid includes work on the speed bump, a patch, shoulder widening and 3-4 other areas where the asphalt needs work. The bid did not include work on 29th or at the end of 104th. We can seek grant funds for those sections in 2-3 years. The other area of needed asphalt repair is where there is new construction. The owner/contractors working at the new construction are required to repair this section. Council agreed to accept the bid.

WATER RATE INCREASES - Notices regarding the water rate increases went out in the last two newsletters, and no one has commented. New rates will be billed in March for the Jan – Feb 2026 period.

TREE CANOPY AND DENSITY FORUM – King County is sponsoring a forum for balancing canopy and density. This information was passed on to the Planning Commission.

LANDSCAPING CLEAN UP CREW – A crew will be coming to clean up bushes/landscaping on February 23rd. If anyone has suggestions for additional areas that need attention, let Councilmember Dix know.

PSE FRANCHISE – Puget Sound Energy is requesting that we update our franchise agreement that expired in 2015. We'll use Town Attorney Linehan for legal advice and Town Engineer Schroeder for updates, but it's not urgent for us to update since the franchise expired in 2015 and we've been working under it since then. The old franchise is in our favor, and we would prefer to update it on our terms. The current franchise is in effect until we agree to new terms.

COMP PLAN AND DEPARTMENT OF COMMERCE MEETING – Mayor Howes, Councilmember Stowe, Town Attorney Linehan, Town Engineer Schroeder, Clerk Myhre and Deputy Clerk Tych met with two representatives from the Department of Commerce to discuss our Comprehensive Plan. The Town of Beaux Arts was selected for a review of our Comp plan. If we don't cooperate, we could forfeit consideration for any future Transportation Improvement Board (TIB) grant money. Even if we comply with all of Commerce's suggestions, it's still possible that an outside entity could sue the town.

Town Engineer Schroeder re-sent our Comp plan to Commerce, and Commerce will respond with their specific requests. We have two months to craft a response. Council will be working closely with Town Attorney Linehan and Town Engineer Schroeder to monitor and plan a response. We did communicate that we don't have the staff nor budget to do additional intensive work on the plan, and Commerce said they may have resources to help. Mayor Howes did speak to KC Councilmember Balducci prior to the meeting, and she offered to help us if she can.

Council should plan to invite King County Councilmember Claudia Balducci to the March BAV Council meeting.

UPCOMING COUNCIL TOPICS: The Camping Ordinance, possible April Council Meeting date change

NEXT MEETING: The next regular Council meeting is scheduled for Tuesday March 10, 2026, at Councilmember Howes' house.

EXECUTIVE SESSION: No Executive Session

ADJOURN: Councilmember Stowe moved to adjourn the meeting at 8:47 pm.

Councilmember McCarthy seconded.
Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

Respectfully submitted,

Amy Myhre
Clerk/Treasurer