TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
February 13, 2018
7:00PM

The following is a summary of the proceedings and is not a verbatim transcript.

CALL TO ORDER:
Mayor Dicker Cahill called the meeting to order at 7:00 PM

PRESENT:

Mayor: Dicker Cahill

Councilmembers: Mary Elmore
Stephan Lagerholm
Steve Bush
Andy Valaas
Carl Scandella

Staff: Anastasiya Warhol – Town Clerk Treasurer
Austen Wilcox – Town Deputy Clerk
Kyle Kolling – Police Lieutenant Clyde Hill Police
Mona Green – Town Planner
Stacia Schroeder – Town Engineer

Guests: Richard Smith – Yarrow Point resident
Elizabeth Newstrum – Yarrow Point resident
Karina O’Malley – Kirkland resident
Linda DeBoldt – Kirkland resident
Marsha Bukofsur – Medina resident

APPEARANCES:
Karina O’Malley, representing CCS/Sophia Way Kirkland Shelter, thanked the Council for their support to ARCH. Ms. O’Malley provided examples of the ways the funds are used to help the homeless.

Linda DeBoldt, resident of Kirkland, is in support of the resolutions on the agenda for approving ARCH and thanked the Council for their support to ARCH. Ms. DeBoldt provided an example of a new facility project the funds will be used for to assist the homeless.

Marsha Bukofsur, resident of Medina, gave her appreciation to the Council for their support of ARCH and provided an overview of an affordable housing project the funds will also be used to support.
The Mayor and Council thanked Karina, Linda, and Marsha for their work with the shelters and for comments.

Elizabeth Newstrum, resident at 4428 94th Ave NE, requested that the Council consider following items before approving the proposed Town playground project:
  • Cost benefit analysis
  • Environmental Impacts (Trees, wetlands, etc.)
  • Feasibility due to slope
  • SEPA Checklist

MINUTES:

**MOTION:** Councilmember Valaas moved to approve the Regular Minutes of January 9, 2018 as amended (new copy presented at meeting). Councilmember Elmore seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

CONSENT CALENDAR:

**MOTION:** Councilmember Valaas moved to approve the Consent Calendar as presented including the Payment Approval Report dated 2/08/2018 approving payments as shown totaling $168,969.19 plus payroll, benefits, and tax expenses of $25,257.08 as shown on the attached payroll and benefits reports for a grand total of $194,226.27. Councilmember Scandella seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion Carried.

The following items were also approved as part of the Consent Calendar:
  • Payment Approval Report; January
  • Payroll, Tax, & Benefits Register; January
  • Town Planner Invoice; January
  • Town Engineer Invoice; January
  • Building Official Invoice; January

STAFF REPORTS:
Mayor Cahill stated that Chief Archer from the Clyde Hill Police Department is retiring in 2018 and that Lieutenant Kyle Kolling will be transitioning into the role of Police Chief. The Mayor and Council congratulated Lieutenant Kolling on his advancement.

In reference to the submitted Police reports, Lieutenant Kolling explained that no crime took place in the Town during the month of January.
Councilmember Bush brought up an issue of a Shuttle Express Bus often found parked on the roundabout during the weekday afternoons causing traffic issues for other buses. Lieutenant Kolling stated that there is a plan to make contact with the driver of the bus.

Councilmember Bush stated that it would be helpful from the police department to get insight on Town ordinances that are difficult for them to enforce. Lieutenant Kolling stated that he met with the Mayor recently and the project is a work in progress.

Playground Project
Mayor Cahill gave a status report on the proposed playground project. The Council stated the importance of allowing the public an opportunity to provide input prior to project approval. The Council discussed the design proposal, project costs/ budget, and the method of equipment purchasing and installation. Councilmember Bush requested that the Council be presented with the current design due to the extent of changes that have taken place since the Council has last seen it.

Councilmember Elmore stated that she attended the latest Park Board Meeting where she had suggested that the Council hold a study session with the Park Board. Staff will schedule an upcoming joint Council and Park Board study session for playground discussion.

Councilmember Lagerholm gave a progress report on the status of the creation of the new Town’s website. Deputy Clerk Wilcox is the project lead and is being assisted by Clerk-Treasurer Warhol and Council sponsor Stephan Lagerholm. Material from the former website is being transferred over and new content is also being created. The website will have new features to benefit the residents. The team will present the website design to the Council in a few weeks.

Mayor Cahill reported on a notice sent from the County informing of an upcoming increase in property taxes. Supporting material sent from the County was provided in the Council packet. Staff will prepare another notice regarding the increase to go out from the Town’s Administration.

Town Planner, Mona Green, gave a recap of two Special Planning Commission Meetings in January:

- Special Planning Commission meeting on January 8: Public Hearing - Verizon, represented by Centerline Solutions, applied for a Variance for modification to an existing wireless facility: An equipment height variance in order to exceed the allowed height of equipment structures from five feet to six feet (YPMC 17.30.080.F.1) and to allow the replacement pole to continue to be sited in its nonconforming location of 66’8” from the nearest private property line rather than the required 70” (YPMC 17.30.060.A.3).

- Special Planning Commission Meeting on January 24: Planning Commission Procedures & Training Opportunities
Town Planner Green asked the Council to consider transferring wireless carrier variances from the Planning Commission to the Hearing Examiner. A hearing examiner would provide an objective decision based solely on governing law and evidence provided during the hearing.

Town Planner reported that there has been slow building activity to the start of the new year.

Councilmember Bush stated that he has been monitoring public opinion on the wireless carrier variance and stated there is a wide variety of mixed opinions of it. Councilmember Bush stated his concern for outsourcing the wireless carrier hearings to a hearing examiner who is not part of the Town community, and that it may not be sensitive to public input.

The Council discussed locations, aesthetics, and public comment around the logistics of placement of cellular equipment.

**REGULAR BUSINESS:**

**AB 18-05  Roadway Restoration Projects, for Approval**

Mayor Cahill gave an explanation on three locations currently taking in water from the Town’s ROW that have been identified in need of repair by the Town Engineer. The agenda bill also noted that an allocation of $30,000 has been approved by the budget out of Street Fund/101.

1. Site 18-001: Corner of NE 47th and 92nd
2. Site 18-002: Location between two properties on 91st Ave NE
3. Site 18-003: NE 39th Place private drive to 6 lots

The Town Engineer designed new drainage solutions for these locations to direct the flow of water away from private properties and into the storm water system. The Council discussed the process in which these projects were identified and selected.

**MOTION:** Councilmember Valaas moved to authorize the Mayor to contract with Iron Creek Construction to perform drainage repair to sites: 18-001, 18-002, and 18-003 in the amount of $23,486.25. Councilmember Scandella seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**AB 18-06  ARCH Program and Trust Fund, Resolutions 333 & 334, for Approval**

Klaus Nijhuis from ‘A Regional Coalition for Housing’ (ARCH) gave a presentation to the Council on the Work Program and Trust Fund. Yarrow Point is asked to contribute $2,145 to the CCS/Sophia Way Kirkland Shelter, $638 to the Congregations For the Homeless Men’s Home, $8,504 to the King County Housing Authority Trailhead and 5,247 to Imagine Housing Esterra Park Project from contributions and earned interest
already made by the Town to the ARCH Housing Trust Fund held at the City of Bellevue, and $2,412 contingent contribution to Imagine Housing Esterra Park from 2018 City contributions, and to authorize the City of Bellevue, the duly-appointed administering agency of ARCH pursuant to the Amended and Restated Interlocal Agreement for ARCH, to execute all documents and take all necessary actions to enter into agreements on behalf of the Town.

The presented resolutions allow ARCH to perform their work in satisfying the Town of Yarrow Point’s Growth Management Act state requirements.

The Council discussed the allocation of the requested contribution funds by ARCH. Mr. Nijhuis gave an explanation of the process for collection of donated funds.

**MOTION:** Councilmember Bush moved to approve Resolution No. 333, approving the 2018 Administrative Budget and Work Program for ARCH as presented. Councilmember Valaas seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**MOTION:** Councilmember Valaas moved to pass Resolution No. 334 authorizing ARCH to enter into agreements for funding housing projects recommended by the ARCH Executive Board, as presented. Councilmember Bush seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**AB 18-07  Town Attorney Appointment Resolution 335, for Approval**

A panel screened three separate attorneys and selected Scott M. Missall based upon experience and other qualifications.

The Council discussed the importance of having attorney presence at Council meetings. The new Attorney was notified prior to selection of required attendance to Council and staff meetings. Attorney Missall committed to being present at the meetings; scheduling conflicts will be communicated to the Mayor.

**MOTION:** Councilmember Valaas moved to approve Resolution No. 335 appointing Scott M. Missall as Town Attorney. Councilmember Lagerholm seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**MAYOR & COUNCIL REPORTS:**

Lid Negotiation Project Update

Mayor Cahill stated the status of the current negotiation process. The Town will offer the opportunity to residents to write letters to WSDOT expressing their displeasure to lack of increased maintenance to the Lid. Mayor Cahill stated the options are to do nothing by
accepting WSDOT’s current level of service standards, or, paying a premium to have a higher maintenance level performed.

Councilmember Bush suggested a variable rate tolling model to provide funding to maintain the Lid. Councilmember Bush feels it is not fair to residents to be burdened the cost of Lid maintenance due to the extent of non-residents who travel on it the most. Councilmember Bush will not support a stipend model for funding and stated the importance for budgeting for the inflation of costs over time.

Councilmember Elmore stated the importance of having a maintenance plan in place during the negotiation process.

Councilmember Elmore discussed the following topics:

- Success of the three Little Libraries within the Town. If the Town Hall playground is built, a fourth Little Library may be placed nearby.

- Councilmember Elmore stated that clothes donated to Lifespring by residents of Yarrow Point were put to use quickly by the homeless through Councilmember Elmore’s ancillary library in Everett, WA. The Town may wish to research another avenue to provide help to the homeless.

Councilmember Scandella will assist the City of Clyde Hill for the search of a new lieutenant for the Clyde Hill Police Department.

**ADJOURNMENT:**

**MOTION:** Councilmember Valaas moved to adjourn the meeting at 9:23 pm. Councilmember Bush seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**APPROVED:**

Dicker Cahill, Mayor

**ATTEST:**

Anastasiya Warbol, Clerk-Treasurer

Council Regular Meeting  February 13, 2018