

**TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
October 9, 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 7:03 PM

PRESENT:

Mayor: Dicker Cahill

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

Staff: Bonnie Ritter – Town Clerk-Treasurer
Austen Wilcox – Town Deputy Clerk
Kyle Kolling – Police Chief Clyde Hill Police
Dawn Hanson – Police Lieutenant Clyde Hill Police
Mona Green – Town Planner
Stacia Schroeder – Town Engineer
Emily Minor – Associate Town Attorney

Guests: John McGlenn – Yarrow Point Resident
Bruce Jones – Clyde Hill Resident

APPEARANCES:

None.

MINUTES:

MOTION: Councilmember Lagerholm moved to approve the minutes of September 11, 2018 as presented. Councilmember Elmore seconded the motion.

VOTE: 3 For, 0 Against, 1 Abstain. Motion carried.

Consent Calendar:

MOTION: Councilmember Bush moved to approve the Consent Calendar as presented including the Payment Approval Report dated 8/11/2018 approving payments as shown totaling \$173,499.66 plus payroll, benefits, and tax expenses of \$28,032.21 as shown on the attached payroll and benefits reports for a grand total of \$201,531.87. Councilmember Elmore seconded the motion.

VOTE: 4 For, 0 Against, 0 Abstain. Motion Carried.

Mayor Cahill reported on the following items:

- Police contract
- Purchase of IT backups
- Return of street deposit refunds for finalized permits
- Annual camera cleaning of a section of storm drains (*associated cost partially covered by a King County flood control \$13,000 grant*)

The following items were also approved as part of the Consent Calendar:

- Payment Approval Report; September
- Payroll, Tax, & Benefits Report; September
- Town Planner Invoice; September
- Town Engineer Invoice; September
- Building Official Invoice; September
- Town Attorney Invoices: September

STAFF REPORTS:

Police report:

- Lieutenant Dawn Hansen and Officer Tyler Glenn reported on September police activity. There was one arrest relating to trespassing.
- Officer Hansen reported on an increase of speeding violations.

Council asked questions and sought clarification around the enforcement procedures regarding speeding.

Town Engineer reports:

- **Playground:** The Town is receiving questions from contractors. Bids are due October 18. Council discussed the playground budget. Ms. Schroeder explained that the winter season and drop in building activity could allow for increased bids.
- **Request For Qualifications:** Engineer Schroeder explained that RFQs were sent out for the Stormwater Comp Plan update and 42nd & 91st Street Stormwater projects.

Town Planner report:

- Town Planner Mona Green reported on recent slow building activity. Ms. Green reported that the Planning Commission will be continuing their discussion on wireless regulations.
- The topic of tree regulations on private property is on the horizon.
- The Planning Commission attended the “Short Course on Local Planning” seminar in September as a training course on rules and procedures of the Planning Commission.
- Ms. Green explained that carrier AT&T is planning to change out some of their equipment for a like-for-like switch at their site and Town staff has been corresponding about permit application requirements.

Associate Attorney Emily Minor provided input on cell site installations. Ms. Minor explained that there are processes to amend jurisdictional code standards.

Councilmember Bush stated the importance to retain the Town’s character, aesthetics and to take into consideration resident input when considering placement of new cell sites.

Council discussed conglomerating with nearby jurisdictions regarding cell site regulations.

Councilmember Lagerholm stated the importance of the Town to maintain its position during the process of creating regulations for cell sites.

Mayor Cahill suggested having a study session to discuss small cell sites prior to the November regular Council meeting.

- Town Planner Green stated that historically, the Planning Commission has created a code change proposal and the Council and Town Attorney have the forefront for reviewing it.

Ms. Green reminded the Council of the concerns the Planning Commission has in regard to listening to hearings related to wireless carriers.

Associate Attorney Emily Minor stated that the discussion of wireless hearings will be discussed at the next Planning Commission meeting.

REGULAR BUSINESS:

AB 18-31 Public Hearing on 2019 budget – 2nd reading

Mayor Cahill gave an overview of the proposed 2019 budget.

Council and Mayor discussed revenue sources and reviewed line items of the proposed budget.

Mayor Cahill compared property tax revenue to previous years.

Mayor Cahill reported on the strongest sources of sales tax.

Mayor Cahill stated the importance of using the Town's zip code with the 4-digit extender to receive sales tax. Without using the extension, the sales tax can be transferred to City of Bellevue.

Internal upgrades for Town staff were discussed.

Mayor Cahill explained that the Town has begun a dual-order entry system which includes the review from a councilmember and having the Town's payment system, Caselle, review financial documents.

Council discussed the installation of two newly purchased speed limit radar signs.

Mayor Cahill shared that the budget for summer interns has been placed into Community Development.

The Town's Contingency Fund was discussed.

Mayor Cahill reported that he has budgeted less Development permit income due to projected slower building activity in 2019.

Real Estate Excise Tax revenue discussed.

Council discussed Capital Improvement Projects.

A grant for \$40k was provided to the Town by King County to install new stormwater grates.

Council discussed the importance to have a reserve for unexpected projects.

Council discussed the fund for street deposits. The Town currently has several deposits that have not yet been requested for refund by the applicants. The Town is currently working on a process to refund the money to the rightful applicants or transfer the money to the State.

Bruce Jones Chairman of the Wetherill Nature Preserve discussed funding relating to Wetherill. Mr. Jones explained the usage of funds for the Preserve. Councilmember Bush provided examples of ways to plan for additional funding.

Mayor Cahill opened the Public Hearing at: 9:20 PM

Resident John Glenn Chairman of the Park Board suggests budgeting \$10k for maintenance of invasive species in Morningside Park.

Mayor Cahill stated that he will insert a line item for Morningside Park maintenance in the amount of \$10k.

Mayor Cahill closed the Public Hearing at: 9:27

MAYOR & COUNCIL REPORTS:

- Mayor Cahill reported that Cedar Hills landfill is expected to run out of capacity in 2028. Big decisions will need to be made within in the next three years on the direction of garbage disposal as it will take seven years of planning to create a new source.

Councilmember Bush stated the Town should consider best practices for garbage disposal.

- Councilmember Elmore requested an update from Park Board Chair McGlenn on the installation of the Sally's Alley signs

Park Board Chair John McGlenn explained that the two new signs for Sally's Alley were delivered. Installation sites for the signs at the western and easterly entrances to Sally's Alley were determined at the latest Park Board Meeting. The Town Engineer will coordinate the labor to install the signs.

ADJOURNMENT:


MOTION: Councilmember Bush moved to adjourn the meeting at 9:50 pm. Councilmember Elmore seconded the motion.

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

APPROVED:


Dicker Cahill, Mayor

ATTEST:


Bonnie Ritter, Clerk-Treasurer