

**TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
March 10, 2020
7:00 pm**

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 - Excused
Stephan Lagerholm
Steve Bush
Andy Valaas
Carl Scandella

Staff: Bonnie Ritter – Clerk-Treasurer
Austen Wilcox – Deputy Clerk
Scott Missall – Town Attorney

Guests: Kyle Kolling – Clyde Hill Police Chief
Dawn Hanson – Clyde Hill Police Lieutenant
Regina Meyer – Imagine Housing
William Kenick – Imagine Housing
Jeff Shiu – Resident

APPEARANCES:

Regina Meyer from Imagine Housing gave a presentation to Council on their work with ARCH. Ms. Meyer discussed upcoming projects while encouraging the Town to continue their support to ARCH. She thanked the Council for supporting ARCH and encourages the Town to continue its support.

William Kenick from Imagine Housing thanked the Council for their support to ARCH.

Council discussed the donation process of funding to low income housing.

1. MINUTES:

February 11, 2020 Regular Meeting

MOTION: Councilmember Valaas moved to approve the regular meeting minutes of February 11, 2020 as amended. Councilmember Bush seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

2. CONSENT CALENDAR:

Council discussed specific line items on the Consent Calendar.

Councilmember Bush is researching the Town's current backup system to potentially find an alternative procedure in order reduce the associated ongoing costs.

Councilmember Lagerholm suggests making the Council packet electronic. Mayor Cahill will include this as part of the Council's ongoing projects.

MOTION: Councilmember Valaas moved to approve the Consent Calendar including the Payment Approval Report dated 3/4/2020 approving payments as shown totaling \$40,828.94, plus payroll, benefits, and tax expenses of \$27,378.08 as shown on the attached payroll and benefits reports for a grand total of \$68,207.02. Councilmember Lagerholm seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

3. STAFF REPORTS:

A. Police Report: Chief Kolling and Lt. Hanson provided a report of February police activity. Council discussed drug overdoses. Council and police reviewed measures for prevention and education for drug usage. The following aspects were included in the discussion:

- Public awareness/outreach opportunities.
- Notification to the CHPD for parties.
- Drugs.
- Reminder to always call the police to come investigate if there is suspicious activity.

Mayor Cahill noted that there is an awareness campaign happening between Bellevue and the Points jurisdictions to bring awareness to the drug issue.

Councilmember Lagerholm suggests having a drug outreach program during 4th of July activities.

B. Town Engineer Report:

Mayor Cahill provided an update on the following items:

Morningside Park Children's Play Area

The Morningside Park Children's Play Area is complete. The Engineer received the approved Affidavit of Prevailing Wages Paid from K-A General Construction on January 3, 2020, and shortly thereafter submitted the Notice of Completion. She has received all government signoffs needed to release retainage and the check is included in this month's consent calendar. This project is officially closed.

2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project

The project is underway. The design team returned comments to the City of Bellevue's engineer – Stantec on February 24, 2020. The Town's civil consultant, Gray & Osborne is on standby.

Stormwater Management Plan Update

PACE completed the 2019 SWMP draft update. Ms. Schroeder completed her review on Friday, February 21st, 2020, and met with PACE the following Monday to discuss the findings. PACE is currently working towards the final draft and has committed to attend the April council meeting for a final presentation.

REGULAR BUSINESS:

4. AB 20-07: COVID-19 discussion

Mayor Cahill gave an update on COVID-19 and action taken by the Town. Staff has been repeatedly sending out updates from King County and the State Governor's office including awareness information, general recommendations to keep good hygiene, and safety precautions.

Mayor Cahill discussed the possibility of declaring a proclamation of local emergency.

Attorney Missall stated that the Town has legal authority to take action on a proclamation to declare local emergency, but he cannot make a policy decision for the Town.

MOTION: Councilmember Bush motioned to authorize the Mayor to declare a proclamation local emergency. Motion died for lack of a second.

5. AB 20-08: Public defender contract

Attorney Missall discussed the Town's current public defender contract that is due to expire. The Town originally entered into a contract with John Brice of O'Brien Law Firm in June of 2015. That contract was then assigned to Ken Harmell at Stewart MacNichols Harmell, Inc. P.S. in August of 2016. The contract was set to expire on December 31, 2019 but the parties agreed to extend it until March 31, 2020 so they would have adequate time to negotiate a new contract. A new contract was negotiated during the extension period.

The proposed contract is a four-year term beginning March 31, 2020 and terminating December 31, 2023. Attorney Missall also discussed associated costs.

MOTION: Councilmember Valaas motioned to authorize the Mayor to execute the public defense contract with Stewart, MacNichols, Harmell, Inc. P.S. Councilmember Scandella seconded the motion

VOTE: 4 For, 0 Against. Motion carried.

MOTION: Councilmember Bush moved to reorder Agenda Bill 20-10 to 20-09 and Agenda Bill 20-09 to 20-10. Motion died for lack of second. Mayor Cahill noted that for time purposes, there is work to be done on Agenda Bill 20-10 and therefore the agenda will proceed as currently ordered.

6. AB 20-09: Update on LPR cameras

Town Attorney Missall presented a proposal for Council review of identification of final issues, and preparation of final documents for adoption. The Mayor has been researching this project for several months, and with the Town Attorney, believes the final outlines of the project are ready for Council review.

The following aspects were discussed:

- Staff training.
- Ownership.
- Management of camera system from Clyde Hill Police Department
- Public awareness
- Police benefit of footage
- Resident expectation
- Promote security in area/defense system
- Signage

7. AB 20-10: Town entrance improvement project bids

Deputy Clerk Wilcox discussed the proposed landscaping improvements suggested by the Park Commission and the bids that were received.

The Park Commission has been working with JGM Landscape Architects since February 2019 to design landscaping improvements to the east side shoulder of 92nd Ave NE near the town entry wall. At the Park Commission's latest meeting on January 28, they finalized their plans.

Town staff then bid the project out using the MRSC Small Work Roster on January 29. The Town received the following bids:

- Out West Landscape & Irrigation, Inc - \$81,950.00 (Initial bid)
- Kirkland Land Care & Irrigation - \$31,381.00

Due to the bids coming in over budget, staff discussed alternatives with Park Commission Chair John McGlenn where project phasing was then decided. The Town previously worked with Out West Landscape & Irrigation, Inc, who did the landscaping portion for the Town playground project with successful results. A representative from Out West also met with Mr. McGlenn on site. Out West Landscape rebid the project for just the landscaping portion (Phase 1) which is the recommended action for approving.

- **Out West Landscape & Irrigation, Inc - \$12,485.00 (Revised bid)**

Phase 2 will include the concrete work, a portion the Town has since rebid.

Phase 3 includes wrapping the three utility boxes in the ROW owned by Century Link, an action approved by Century Link, with a graphic to blend in with the environment and landscaping improvements. The Town is currently working with Traffic Wrapz, a company

recommended to us by PSE, who is familiar working with jurisdictions to wrap utility boxes to request a bid.

Council discussed the following:

- Improving safety for pedestrians in this area.
- Budget.
- Project phasing.
- Bidding process.

Attorney Scott Missall provided input on the bidding process of lowest responsible bidder.

Council provided guidance to Mayor Cahill to reorder the phasing of the project to include:

Phase 1 - Concrete work & pedestrian safety improvements.

Phase 2 - Landscaping.

Phase 3 - Utility box wrapping.

Staff will rebid project based on the Council's input.

7. MAYOR AND COUNCIL REPORTS:

Mayor Cahill

Mayor Cahill requested input from Council regarding the possibly of having a high school student be an intern editor for the Town's newsletter.

Mayor Cahill also referenced a list of ongoing topics the Council has discussed in the past:

- Noise ordinance for Yarrow Bay.
- Emergency preparedness.
- Town entry landscaping project.
- Code for the restoration streets if they are dug up for cable.
- Drugs.
- Conversion of paper to electronic council packets.
- Town Hall computer server backup.

Attorney Missall described a code provision that some cities have regarding set standards for the restoration of street repair to meet the jurisdiction's requirements in a particular time frame.

Councilmember Valaas:

- Councilmember Valaas asked for an update regarding the approval of Resolution #347, declaring the intent of the Town Council to adopt legislation to authorize a sales and use tax for affordable and supportive housing in accordance with substitute House Bill 1406 funding for ARCH in relation to sales tax. Mayor Cahill responded stating that he will look into the status.
- Councilmember Valaas recommends the use of status reports that come from the Mayor and staff so that projects and updates do not get missed.

Councilmember Bush

- Councilmember Bush mentioned that Governor Inslee may declare the closure of public events of 250 people or more.
- Councilmember Bush recommends a mechanism to make progress for projects and updates more streamlined so more progress can be made.
- Councilmember Bush recommends a middle of the month report update to the Council on upcoming topics and updates for the next Council meeting.
- Councilmember Bush is researching the Town's current back up and retention systems to potentially find a more cost saving alternative.

Councilmember Lagerholm

- Councilmember Lagerholm referenced a presentation done by the King County Marine Unit Sergeant regarding noise in Yarrow Bay. Clerk-Treasurer Ritter responded noting that she spoke with the Sergeant who recommends City of Kirkland's noise ordinance for water as it is enforceable. Town staff will review Kirkland's water noise patrol ordinance to create a draft for Council review. Clerk-Treasurer Ritter noted that she has been in touch with the Sergeant who recommended creating an ordinance similar to the City of Kirkland's. Town staff will work with the Town's attorney to create the ordinance.

8. ADJOURNMENT:

MOTION: Councilmember Valaas moved to adjourn the meeting at 9:37 pm.

Councilmember Bush seconded the motion.

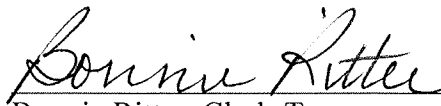
VOTE: 4 For, 0 Against. Motion carried.

APPROVED:



Dicker Cahill, Mayor

ATTEST:



Bonnie Ritter, Clerk-Treasurer

