

**TOWN OF YARROW POINT
COUNCIL SPECIAL MEETING MINUTES
July 9, 2015
7:09 PM**

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

CALL TO ORDER:

Mayor Pro-Tem Carl Scandella called the meeting to order at 7:09 PM.

PRESENT:

Mayor Pro-Tem: Carl Scandella

Councilmembers: Mary Elmore
Andy Valaas
Steve Bush
Bruce Jones - Excused

Staff: Anastasiya Warhol – Town Clerk-Treasurer
Stacia Schroeder – Town Engineer
Wayne Stewart – Town Attorney
Mona Green – Town Planner
John Joplin – Finance Coordinator
Kyle Kolling – Lieutenant, Clyde Hill Police Department

Guests: John McGlenn – Park Board Chairman
Sergeant William Akers – King County Marine Patrol

APPEARANCES: None.

MINUTES:

MOTION: Councilmember Valaas moved to approve the Study Session Meeting minutes of June 9, 2015 as presented. Councilmember Bush seconded the motion.

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

MOTION: Councilmember Valaas moved to approve the Regular Meeting minutes of June 9, 2015 as presented. Councilmember Elmore seconded the motion.

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

CONSENT CALENDAR:

Councilmember Bush asked about the WRIA contribution. Mr. Joplin noted that the Town contributes to WRIA salmon recovery efforts three times a year.

MOTION: Councilmember Valaas moved to approve the consent calendar including the Payment of checks 3550 through 3587 as described in the Payment Approval Report dated 07/02/15 as shown totaling \$67,173.87. Councilmember Bush seconded the motion.

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

As part of the Consent Calendar, the Council also approved the following:

- Town Engineer Invoice; June, 2015
- Town Planner Invoice; June, 2015
- Building Official Invoice; June, 2015

STAFF REPORTS:

Clyde Hill Police Lieutenant Kyle Kolling reported that Yarrow Point has been quiet and safe in the last month. The 4th of July Festivities were also problem-free.

King County Marine Patrol Sergeant William Akers explained that the small marine-patrol unit is in a major transitional period with personnel changes. The small unit is still based out of Carillon Point and is equipped with scuba-diving gear, a powerful catamaran, and other older boats to help keep the waters safe. The 4th of July fireworks barge was secured without any issues. There seems to be no pattern of problems in Cozy Cove with the exception of routine “events” such as boat inspections, missing buoys, and lifejacket violations. One thing to note is the increased traffic in Cozy Cove as boats move away from Kirkland due to an adopted noise ordinance.

Town Engineer Stacia Schroeder explained that she has continued to meet with residents regarding the Pathway Project. Approximately 12 impacted households have met with her and the communication is ongoing. One resident is opposed to the project because of the impact to the Town Right-Of-Way in front of his property. The Town will continue to communicate with him.

REGULAR BUSINESS:

AB 15-24 Capital Improvement Plan, for Adoption

Town Engineer Stacia Schroeder announced that State law requires municipalities to annually prepare and adopt a six-year Transportation Improvement Program (TIP). The adopted program is to be submitted to the State Department of Transportation and the Puget Sound Regional Council by July 31st. The Town Engineer has prepared a draft Capital Improvement Plan (CIP) for public comment and Council consideration which includes both transportation and stormwater projects. The proposed transportation projects include street grinding and asphalt overlays on 92nd Ave NE, NE 42nd St, NE 41st St, NE 37th Pl, and NE 34th St. The proposed stormwater projects include upsizing the mainline along NE 42nd and generating a final engineering design for the three (3) remaining stormwater capital improvement projects identified in Yarrow Point’s 2008 Comprehensive Stormwater Management Plan. This year’s CIP covers the period 2016-2021. The plan shall ultimately be adopted via ordinance.

The Town's Capital Improvement Plan shows anticipated contributions for underground conversion projects as they might relate to stormwater projects, transportation projects, and resident contributions.

The Council requested that the "20% of Final Design" notations under *Underground Conversion Projects* be removed. The Council asked whether or not the Town receives any gas tax money. The Engineer agreed to find out.

Town Finance Coordinator John Joplin mentioned that the Town will be going through a Financial Audit in August. He also positively noted that there is more incoming Real Estate Excise Tax money than initially predicted.

MOTION: Councilmember Valaas moved to adopt *Ordinance 657*, approving a new six-year capital improvement plan for 2016 through 2021. Councilmember Bush seconded the motion.

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

AB 15-25 Puget Sound Energy Construction Agreement, for Authorization

Town Engineer Stacia Schroeder explained that PSE has finalized the undergrounding plans related to the 92nd Ave NE Pathway Extension Project. Based on the design and the Town's intention to move forward with the project, PSE has submitted a Construction Agreement and a Project Pan for Town approval. The Construction Agreement outlines the following elements: obligations of the Town, work schedule, location of facilities, changes, compensation and payment, dispute resolution, insurance, conversion of services to customers within the conversion area, etc. The Project Plan (negotiable) includes the following elements: description of the work to be performed, construction drawings and specifications, operating rights, work schedule, and construction cost estimate summary. The Town is responsible for 40% of the total cost which comes to \$158,600; PSE will be responsible for 60% (\$204,000).

Councilman Valaas asked for reassurance that the light poles will be replaced once removed by PSE as specified in the Construction Agreement. Ms. Schroeder noted that the Town has a corresponding contract with Puget Sound Energy IntoLight (a branch of PSE) which ensures the replacement of the street lights.

MOTION: Councilmember Bush moved to authorize the Mayor to sign the PSE Construction Agreement and PSE Project Plan thereby entering the Town into contract with PSE for the undergrounding of utilities along 92nd Ave NE from NE 41st Street to 4664 95th Ave NE. Councilmember Valaas seconded the motion.

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

AB 15-26 Town Entry Lettering, for Authorization

Mayor Pro-Tem Carl Scandella reiterated that Park Board Chairman, John McGlenn, had solicited estimates for the Town Entry lettering. Two favorable estimates have been attached and the Park Board has spent considerable time trying to find the best option. The Park Board recommends the cast bronze lettering style.

MOTION: Councilmember Bush moved to authorize the Mayor to execute an agreement with Signs of Seattle, in an amount not to exceed \$5,000, to cover costs of lettering, installation, and project management. Councilman Valaas seconded the motion.

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

AB 15-21 Comprehensive Plan Update, for Review

Town Planner Mona Green presented to the Council the updated Comprehensive Plan. The Council offered a few final corrections and directed Town Staff to prepare an ordinance for adoption at the next Council meeting.

MAYOR AND COUNCIL REPORTS:

Councilman Valaas suggested that a review of Town signs be conducted. A few sign issues include a missing “Dead End” sign at the end of Points Drive, a missing “Vehicle over 40 feet prohibited” sign at the roundabout, missing “3-hr Parking” signs, and otherwise poorly worded parking signs. The Clerk agreed to relay the issues to the Town Engineer.

Councilmember Elmore asked for an update on the 42nd Street watercraft lottery. Clerk Warhol explained that the Town collected 12 applications during the open enrollment period. Only one of the three racks has been installed at the beach. Once the remaining racks are installed, the applicants will be notified of the opportunity to store watercrafts. The Clerk encouraged the Council to visit the beach to see the simple rack design. Attorney Stewart noted that these may be temporary racks while the Town investigates a more permanent solution. Councilman Valaas noted that a fee and registration system can be drafted for next year.

Mayor Pro-Tem Carl Scandella solicited the Council for the upcoming Study Session Topics. The following suggestions were made:

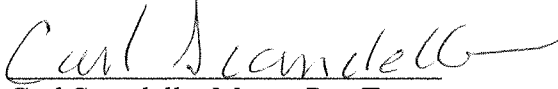
- Council Priorities Prior to Budget Planning
- Morningside Park, Continued Discussion
- Trails Master Plan and Framework (to help other discussions)
- Children’s Play Area
- Signs for Sally’s Alley (Currently a Park Board Project)

ADJOURNMENT:

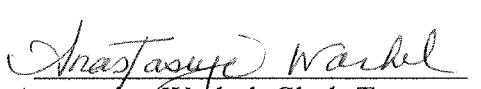
MOTION: Councilmember Valaas moved to adjourn the meeting at 8:04 pm. Councilmember Elmore seconded the motion.

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

APPROVED:


Carl Scandella, Mayor Pro-Tem

ATTEST:


Anastasiya Warhol, Clerk-Treasurer