



TOWN OF BEAUX ARTS VILLAGE

TOWN COUNCIL MINUTES

December 10, 2013
Hillberg

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

PRESENT: Mayor Richard Leider, Councilmembers John Gillem, Mike Hillberg, Matt Leber, and Tom Stowe.

EXCUSED: Councilmember Aaron Sharp.

STAFF: Clerk-Treasurer Sue Ann Spens.

GUESTS: WABA President Paula Dix.

MINUTES: Councilmember Hillberg moved to approve the November 12, 2013 minutes, as amended. Councilmember Gillem seconded.

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

WARRANTS: Councilmember Hillberg moved to approve the December 10, 2013 warrants, numbers 9468 through 9491, in the amount of \$26,721.63. Councilmember Stowe seconded.

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

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CLERK'S REPORT:

RECENT POWER OUTAGE: Clerk-Treasurer Spens noted that Mayor Leider has written to Puget Sound Energy about last month's power outage, and we await their response.

RFQ FOR ROW MASTER PLAN: Clerk-Treasurer Spens noted that a Request for Qualifications (RFQ) was published in the Daily Journal of Commerce and the Seattle Times in early December with responses due on December 31, 2013. She will forward responses to Councilmember Hillberg for his review.

SHORELINE MASTER PROGRAM (SMP) UPDATE: Clerk-Treasurer Spens reported that Mayor Leider responded to the Department of Ecology regarding their comments on our draft SMP based on the Council's discussion at their November meeting. We await their response.

2011-2012 AUDIT: Clerk-Treasurer Spens noted that the exit conference for our biannual audit was held on November 27, 2013 and was attended by Mayor Leider, Councilmember Gillem, Clerk-Treasurer Spens and three representatives of the State Auditor's Office. Drafts of the Financial Statements Audit Report and the Accountability Audit Report were provided. In summary, the auditor's opinion as stated in financial audit report is that the financial statements present fairly, in all material respects, the financial position and results of operations of the Town for the years 2011 and 2012 and that these statements comply with

state statutes.

As part of the exit conference, the auditor is recommending the following:

1. That we establish a written Procurement Policy. While not a requirement, having such a policy is a good practice. The SAO has provided links to additional information, which will be brought forward for further Council discussion next year. It is likely that the main basis of our policy will be to use Municipal Research and Service Center (MRSC) and the Shared Small Works Roster as our primary resources.
2. That we recognize reimbursements as revenue rather than a reduction of expenditures. The basis for this recommendation is our status as a cash-basis entity. Mayor Leider and Clerk-Treasurer believe that such a change overstates both our revenues and our expenditures, so I am exploring the option of having Hunts Point make payments directly to AWC Employee Benefits for their portion of the insurance premiums.

HAZARD MITIGATION PLAN: Clerk-Treasurer Spens updated the Council on her work to complete the Town's Hazard Mitigation Plan. She noted that when complete, our plan will become part of King County's Hazard Mitigation Plan and that participation in this process allows us access to grant local, state, and Federal grant programs that wouldn't otherwise be available to us. As an example, she mentioned the King County Flood District Subregional Opportunity Fund, which may be a source for funding a Stormwater Management Comprehensive Plan.

She directed the Council's attention to the following five mitigation strategies that she suggests we include in our Hazard Mitigation plan:

1. Stormwater Management Comprehensive Plan – an important piece to complete so we are eligible for the grant funding needed to upgrade our stormwater system. The process will require the help of outside consultants at an estimated cost of about \$15,000. The work Thalweg did for us a few years ago will serve as the starting point for completing this plan. Most if not all of cost can be covered with a grant from KC Flood District funds that are already set aside for Beaux Arts use.
2. Tree Inventory – update our Tree Inventory to include trees that we not inventoried during the first round, update watch list for maintenance, removal/replacement. Councilmember Hillberg may already have work underway for this year; estimated cost to complete any additional inventory work is probably \$2500, and grant funding may be available through the AWC Loss Control Program or the Washington State Dept of Natural Resources.
3. Severe Winter Storm Mitigation - consider executing ILA with another city (Bellevue, Clyde Hill?) for Snow-Removal through their Public Works Dept. The consultant helping smaller cities develop these hazard-mitigation plans strongly encourages cities to emphasize partnership with other jurisdictions when appropriate. The estimated cost to accomplish this is minimal.

4. Seismic Review of Water Tower – consider formally reviewing the structural integrity of the water tower.

The last structural upgrade of the water tower was completed circa 1995 and brought the tower into compliance with then-current earthquake codes. A recent visual observation did not reveal any obvious problems, but we may wish to arrange for a full-fledged review by a structural engineer, particularly if grant funding is available. No estimated cost for this work is available.

5. Education – continue to provide residents / property owners with information from various sources, including King County, national organizations, etc. on preventing property damage from storms, earthquakes, tree damage, etc.

This is a standard piece of Hazard Mitigation Plan throughout King County. Most of the property damage that occurs during an earthquake, severe storm, flood, etc. happens on private property; providing information to our residents about how to prepare for and minimize their exposure to damage is a good practice.

On discussion, it was the consensus of the Council that Item #4 needs further exploration and should not be included at this time but that the remaining items should be incorporated into the draft document that Clerk-Treasurer Spens will provide for final review in January.

MARSHAL’S REPORT: No report.

WATER REPORT: No report.

WABA REPORT: WABA President Paula Dix reported that the WABA Board held a special meeting on November 20, 2013; a proposed change to their bylaws passed, and a license agreement with the McKeans was approved.

APPEARANCES: None.

PROPOSED ORDINANCE NO. 408 AMENDING THE 2013 BUDGET: Clerk-Treasurer Spens explained that estimated expenditures differ from those authorized in Budget Ordinance No. 397 in the Water Dept Fund #401. Unanticipated problems with the well pump resulted in an increase in the cost of repairs/maintenance and water purchases from Bellevue causing the fund to exceed its budgeted expenditures. Proposed Ordinance No. 408 sets forth the amended budget for 2013 to remedy that situation.

MOTION: Councilmember Stowe moved to pass Ordinance No. 408 amending the 2013 budget. Councilmember Hillberg seconded.

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

PROPOSED ORDINANCE NO. 408 ADOPTING THE 2014 BUDGET: Clerk-Treasurer Spens stated that Ordinance No. 409 sets forth the expenditures to be authorized for 2014. These expenditure totals reflect the changes requested and payroll decisions made by the Council during public hearings in October and November.

MOTION: Councilmember Stowe moved to pass Ordinance No. 409 adopting the 2014 budget. Councilmember Gillem seconded.
Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

STRATEGIC PLANNING: Nothing to report.

MAYOR AND COUNCILMEMBER REPORTS:

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP): Councilmember Gillem reported that he is working with a King County employee to refine the Town's CEMP.

BUDGET ANALYSIS: Councilmember Gillem reported that he will use the 2014 Budget adopted tonight to analyze the Town's revenue and expenditure trends and develop a risk profile. He has received materials from a city in Colorado (via Mitch Wasserman, Clyde Hill City Administrator) that he will use to investigate and develop an appropriate fiscal policy for the Town.

GRANT OPPORTUNITIES: Councilmember Stowe reported that he learned of a grant opportunity available through the King County Flood District and plans to look into the opportunity more thoroughly with Gray & Osborne's help. Clerk-Treasurer Spens noted that this is the grant she had mentioned early in relation to a Stormwater Management Comprehensive Plan. Councilmember Stowe will contact the King County Flood District to learn more about the grant program and see if it makes sense to apply now.

TREE INSPECTIONS: Councilmember Hillberg reported Tree Solutions is continuing their work reviewing the existing inventory of the Town's ROW trees and evaluating their current condition.

ROW MASTER PLAN: Councilmember Hillberg is looking forward to reviewing the responses to our RFQ when received. When we decide which consultant is the best fit for our project and our community, he will work with them to develop a draft concept, but wants to be sure to include lots of public input before moving to a final vision. He hopes that having this ROW Master Plan will help eliminate much of the subjectivity currently used in managing the ROWs today.

WHATMORE ISSUE: Mayor Leider reported that he continues to work toward resolving this item.

THANK YOU TO COUNCILMEMBERS LEBER AND SHARP: Mayor Leider thanked Matt Leber personally for his four years of service to the Town Council. He also thanked Councilmember Sharp in absentia for 10 years of service to the Town Council.

ROW PLANTINGS ON PATH ROW NEAR 10604 SE 27TH PL: Mayor Leider reported that he has not received a reply from the new owner of this house. He plans to write them again setting a deadline for completing this restoration and letting them know that if the restoration is not complete by the deadline, the Town will complete the restoration and bill

them for the work.

AT&T WIRELESS: Mayor Leider reported that AT&T has completed reviews of the water tower to determine its suitability for a wireless antenna and sent him a preliminary plan but no proposal. He will work with AT&T's representative to revised this preliminary plan so that their equipment shed is placed to the east of the water tower and further back on the lot, since the location in front of the water maintenance shed (as shown on their plans) is more suitable for a Town Hall. He will also work with them to develop a proposal, which will include determining the lease payments AT&T would make to the Town and clarifying that any structural improvements needed for the water tower to support the antenna would be accomplished at AT&T's expense. He also plans to engage Town Planner Mona Green's services in resolving any land-use issues that may arise. It was the consensus of the Council that Mayor Leider continue with this discussion.

NEXT MEETING: Clerk-Treasurer Spens reminded the Council that the next Council meeting will be held at 7:00pm on Tuesday January 14, 2014 at Richard Leider's house.

ADJOURN: Councilmember Hillberg moved to adjourn the meeting at 8:30 pm.

Councilmember Stowe seconded.

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

Respectfully submitted,

Sue Ann Spens
Clerk-Treasurer