

**TOWN OF YARROW POINT
COUNCIL MEETING MINUTES
January 12, 2010
7:00 PM**

The following is a summary of the proceedings and is not a verbatim transcript. The meeting is recorded, and the audio files are public record.

CALL TO ORDER:

Mayor David Cooper called the meeting to order at 7:05 p.m.

MEMBERS PRESENT:

Mayor: David Cooper

Mayor Pro-Tem: Lisa Mushel

Councilmembers: John DesCamp
Steve Rutledge
Carl Scandella
Andy Valaas (excused)
Tim Dillon
Bruce Jones
Roger Myklebust

Staff: Sara McMillon – Town Clerk-Treasurer
Mona Green – Town Planner
Stacia Schroeder – Town Engineer
John Joplin – Fiscal Coordinator
Wayne Stewart – Town Attorney
Steve Wilcox – Town Building Official
Lt. Kyle Kolling – Clyde Hill Police

Guests: Jane Hague – King County Councilmember Dist. 6
Cheryl Pietromonaco – 3445 92nd Ave. NE

MINUTES:

MOTION: Councilmember Steve Rutledge made a motion to approve the minutes of the regular Town Council meeting December 8, 2009, as presented. Councilmember Carl Scandella seconded the motion.

Vote: 3 For, 0 Against, 1 Abstain. Councilmember Mushel abstained. Motion carried.

SWEARING IN OF ELECTED OFFICIALS:

AB 10-001 – Administration of Oath of Office and Presentation of Certificates of Election – Town Attorney Wayne Stewart

Town Attorney Wayne Stewart administered the Oath of Office to Councilmembers elected in 2009: Bruce Jones, Tim Dillon, Roger Myklebust and Carl Scandella.

Mr. Stewart then administered the Oath of Office to Mayor David Cooper, who was re-elected to the position in 2009.

APPEARANCES:

John DesCamp, a resident at 9045 NE 40th Pl., approached the Council. A former Councilmember, Mr. DesCamp thanked Mr. Jones, Dillon, Myklebust and Scandella for taking on the duties of the office. He stated that the Council will soon receive a draft tree ordinance for consideration. The ordinance regulates trees on public property, and Mr. DesCamp urged the Council to keep the regulation limited to public property. Homeowners in Yarrow Point maintain trees well, and it would be desirable to have one less governmental intrusion.

ELECTION OF MAYOR PRO-TEM:

MOTION: Councilmember Roger Myklebust made a motion that Lisa Mushel be elected as Mayor Pro-Tem. Councilmember Tim Dillon seconded the motion.

Vote: 4 For, 0 Against, 1 Abstain. Councilmember Mushel abstained. Motion carried.

CONSENT CALENDAR:

MOTION: Councilmember Bruce Jones motioned to approve the Consent Calendar as presented including the Warrant Register dated January 8, 2010 for warrant number 16798 through warrant number 16849 totaling \$187,389.44. Councilmember Roger Myklebust seconded the motion.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

STAFF REPORTS:

Lt. Kyle Kolling, Clyde Hill Police – Mr. Kolling introduced himself to new Councilmembers. He said he has been with the Clyde Hill Police for 10 years, and was promoted five years ago to his current position. Yarrow Point is his area of responsibility. Each month the department provides a detailed activity report to the Council.

He reported that last month one assault occurred in Yarrow Point as the result of a party. The assault victim became uncooperative and there are no further leads in the case. Mayor Cooper stated that other staff reports will take place later in the meeting.

REGULAR BUSINESS:

AB 10-002 – Presentation and Introduction from King County Councilmember Jane Hague

King County Councilmember Jane Hague addressed the Council. She said the new King County Executive plans to institute some reforms to address service and budget issues. He plans to improve communication and collaboration with other agencies in the region and with the federal government.

She explained the district she represents, District 6, encompasses all of Kirkland, most of Bellevue, the Points communities, the City of Redmond and the City of Mercer Island. The greater east side has experienced a great deal of change, she said. Bellevue is quickly becoming the second largest city in the state. With better communication, the region can better handle intended and unintended consequences of growth.

King County experienced a \$56 million deficit last year. At the beginning of the budget process, the goal was to balance the budget and make it tax revenue neutral. Metro Transit layoffs were anticipated, but the county has found that it can make the service more efficient. King County is committed to improving Metro service, she said. The county still faces enormous criminal justice issues and is working to increase efficiency. Taxes will not be increased unless a great need is identified, she said.

King County would like the SR520 bridge projects to begin on the east side, Mrs Hague said. Mayor David Cooper has worked closely with the SR520 team. She said this is a developing issue, and Yarrow Point will be updated. King County had a deadline of January 31, 2010, to cease animal control operations, but that deadline has been extended to June 30, 2010. The county will propose a regional plan to address some tough situations.

Mayor Cooper stated that several residents have reported that Metro buses are not stopping at the Yarrow Point flyer stop because the busses are full during peak hours, he said. Mrs. Hague responded that the county is thinking about a new model for bus transit. Peak hours seem to be during any time of the day. The ultimate goal is to provide service where it is needed. Mrs. Hague said any reports of the Metro missing Yarrow Point can be forwarded to her.

Councilmember Dillon asked if the county has learned any lessons from the Microsoft Connector bussing. She responded that a bill will be introduced to allow more private bus service, or for municipalities to provide it. Mr. Dillon also asked about “hot lanes”. Mrs. Hague said high occupancy tolling will be added along the entire 405 corridor in the future. The county is considering a number of different transportation options.

AB 10-003 – Elected Official and Staff Introductions and Reports

Mayor Cooper explained that during this part of the meeting, staff members will introduce themselves and explain what their role is at the Town, and report on any special projects that they are working on. Elected officials are asked to also introduce themselves and state what they think are priorities for the town.

Mayor Cooper said this is his second term as Mayor. For six years he served on the Town Planning Commission. For four years he was chairman of the planning commission. Currently Yarrow Point is in stable financial condition, but is dipping into reserves. An understanding of the challenges facing the Town and what can be done to keep reserves will be important.

Fiscal Coordinator Joplin said nine cents of every property tax dollar residents pay goes to the Town, and more than half of that goes to police and fire services. The rest of the property tax dollar goes to the state and county. Town staff has been working on applying for grants to try to fill funding gaps. Mayor Cooper said 2010 will be a tough year for the nationwide economy. Yarrow Point should maintain its position as much as possible until the storm passes. The Council will need to make some decisions on which capital projects to move forward with and which can be delayed.

Town Clerk-Treasurer McMillon introduced herself. After graduation from journalism school, she covered city and county government as a newspaper reporter. She served as the City Clerk for Driggs, Idaho, for over two years and began working for Yarrow Point in late 2008. In 2010 she started taking graduate level classes in public administration.

At Yarrow Point, she performs a variety of different tasks. She and other staff work to keep operations efficient and effective. Ms. McMillon explained her responsibilities in meeting preparation and fulfilling state requirements for public meetings and hearings. She is also a records custodian. She acts as a liaison with the public, answering questions and responding to public records requests. She is responsible for the Town newsletter. In Yarrow Point, she performs tasks related to the intake and issuance of the Town's development services permits.

She reported that she applied for and received a grant from the Washington Secretary of State to digitize and microfilm some of the Town's permanent records. She also is writing special newsletters profiling long-time residents as a way to commemorate the Town's 50th anniversary.

Fiscal Coordinator John Joplin introduced himself. He said he is in his seventh year working for Yarrow Point. He has a Master's of Business Administration degree and has worked as a management consultant for a certified public accounting firm. Much of his work experience was as a consultant to local governments.

Mr. Joplin reported that the Town has enough money to sustain it in the near future, and revenue sources are steady. A portion of the Town's funds have been invested. Real estate excise tax provides much of the town's revenue used for capital improvements. The Town is solvent, but does not have sufficient funds to pay for all improvement projects that are planned. State auditors perform an evaluation of the Town's financial activities on a biannual basis. This spring they will audit 2008-2009.

Mr. Joplin said new accounting software will enable him to produce more informative reports. Mayor Cooper added that the Town has been working on making sure that building services activity pays for itself. Town staff has been instrumental in ensuring

that costs are recovered, and the fund now has a surplus. New software will further assist in cost recovery.

Each year the cost of law enforcement, fire and emergency services increases, which is a concern, Mr. Joplin said. These costs take up 55 to 60 percent of the Town's budget. Councilmember Scandella said he interested in seeing what the cost is for other communities in the area. King County recently performed a survey of police departments in its jurisdiction, and he can provide those numbers, Mr. Joplin said. Mayor Cooper added that the four Points communities have in the past discussed forming one police force, but this effort was unsuccessful. King County offers a competitive price.

Mayor Cooper introduced Istvan Lovas, the Town's public works coordinator, who did not attend the Council meeting. He interacts with residents on a daily basis while performing his duties, Mr. Cooper said. He maintains right of ways and parks and performs building maintenance.

Attorney Stewart said he is starting his 16th year with the Town. He has worked for Mercer Island for 27 years. He also represents Beaux Arts. For the last five years he has served as a municipal court judge. At Yarrow Point he works for the Mayor and assists staff and Councilmembers by providing legal advice. He works to prevent lawsuits. Mr. Stewart said he attends planning commission meetings and Council meetings to provide legal advice and to ensure meetings are held properly.

Town Planner Green said she works closely with Mr. Stewart on land use related issues. She has worked as the Town Planner since 2001. She has worked in planning throughout her career and has a Master's degree in planning from Cornell. Mrs. Green said she is also a planner for the Town of Hunts Point and Beaux Arts village. At Yarrow Point, she fulfills the state's planning mandates, attends planning commission meetings and Council meetings to provide professional recommendations, and is one of three professional consultants charged with reviewing development applications.

Currently Mrs. Green is working on an update of the Town's shoreline master program. State funding for this update remains in tact. A revision of the Town's Comprehensive Plan is required, but funding has been cut.

As an expert plan reviewer, Ms. Green looks at construction project plans to make sure the zoning code, state and local environmental regulations are being adhered to. She coordinates pre-application meetings. At pre-application meetings, she and other staff go through the review process and other pertinent information to be sure things go smoothly for the applicant. Variances are not often requested. Staff works with applicants to accomplish what they would like to do within the rules.

Currently Mrs. Green is working with citizens to draft a new Tree Code. Planning commissioners will review the draft later this month. She also works with staff on handling other incidental tasks. She has been pursuing some grant opportunities.

Building Official Steve Wilcox addressed the Council. He said he has been working for Yarrow Point since April of 2007. He also works for Medina, Clyde Hill and Hunts Point. He graduated from the University of Washington with a degree in building construction

management. He also holds several certifications. After working in the construction industry, he was hired to work at King County. He was a building official for Mercer Island, was instrumental in starting the City of Sammamish's building department, and worked as the community development director at the City of Covington.

At Yarrow Point, Mr. Wilcox works with other consultant staff to review development applications. He also works with other agencies, Bellevue Fire and King County. He is the town's building inspector and code enforcement officer. He ensures that contractors follow a construction parking plan, construction is not occurring without a permit and responds to complaints concerning hedges. He attends building code council meetings.

The Town will need to adopt the 2009 edition of new building codes so that they can be in place by July 1, 2010. Mr. Wilcox said he will work with other staff on presenting these revisions to Council.

Town Engineer Schroeder said she was introduced to Yarrow Point while working for a company performing the storm water study. She has a bachelor's of science degree in civil engineering. Prior to her employment with the Town she has worked in both public and private settings. She was instrumental in drafting a new site development code adopted by the Council at the end of 2009.

As the Town Engineer, she responds to citizen complaints and assists staff with engineering questions. She works with street opening permits and other activities within the Town's right of way. She helps maintain standards and specifications of the Town's infrastructure. Updating standards and specifications is a project she would like to undertake. She also manages Town improvement projects.

Work on upsizing of the Town's storm water system needs to continue, Mrs. Schroeder said. In some instances piping has corroded away. An overlay on NE 41st Street is needed due to alligator cracking. Other projects identified in the Town's transportation improvement plan and capital improvement plan are critical needs.

Members of the Town Council then provided introductions. Lisa Mushel said she has served on the Council for 10 years, and is finishing her third term. Originally she was appointed to fill a vacancy. She was already involved with the Overlake Service League and the Fourth of July activities, and started working with the Council to further serve the community. She is in favor of minimal government intervention and is an advocate of private property rights.

Mrs. Mushel said she would like to see the pathway project move forward. She understands that the storm water system is in need of attention, and there are a number of other projects competing for the Town's resources. Councilmembers need to work towards a long-term vision. She said she is pleased that the Town fountain is functioning.

Councilmember Jones said he has lived in the town for 10 years. He has previously worked with the Council on some matters. He is a businessman with a variety of interests. He thought serving on the Council would be a good way to contribute to the community. He is a waterfront property owner, who can contribute that perspective. At

this point, he is unsure of what the Town's priorities should be, but also would like to see the pathway extended.

Councilmember Myklebust said he moved to Yarrow Point in 1991. He is a practicing attorney who has worked with cities and hospital districts. Mr. Myklebust said he enjoys community service and participating in community activities. He has served for a number of years on the planning commission. The Town has come a long way since he first volunteered. At first, the Town didn't have a professional planner. He said his goal is to maintain the livability and atmosphere of the community.

Councilmember Scandella said last year, he was the most junior member of the Council. He has served on the Council since 2007. He was appointed to fill a vacancy. He became interested in Town government when forming a district for Milfoil control was proposed. Mr. Scandella said the best thing that has happened in Town was the building of the pathway and the underground conversion of overhead utility lines. He is a scientist in his private life. Mayor Cooper added that Mr. Scandella represents the Town on the WRIA 8 Salmon Recovery committee.

Councilmember Dillon said he is on the Council to listen and learn, and to share his viewpoints and the viewpoints of others in the community. He would like the Council to get in touch with residents. Decisions about the stop sign on 92nd Avenue and participation in the King County library system were made many years ago. Neighbors have shared their opinions on these issues. Educating the community about why these decisions were made will be important. He said he has lived in Yarrow Point for 21 years. He has a background in communications and computer science. He would like the community to move forward, but also is a preservationist. Mr. Dillon said he is also a proponent of property rights.

Mayor Cooper invited the Council to attend training offered by the Association of Washington Cities. He thanked the new Councilmembers for serving. He encouraged an open exchange of opinions at upcoming Council meetings.

ADJOURNMENT:

MOTION: Councilmember Lisa Mushel motioned to adjourn at 8:55 p.m. Councilmember Bruce Jones seconded the motion.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

APPROVED:

David Cooper, Mayor

ATTEST:

Sara McMillon, Clerk-Treasurer