

# TOWN COUNCIL MINUTES

February 16, 2010

## CALL TO ORDER, FLAG SALUTE, ROLL CALL

The second Council meeting for the month of February was called to order by Mayor Carla Nichols at 7:00 p.m. at Woodway Town Hall. Councilmembers present were Kent Saltonstall, Elizabeth Mitchell, Tom Whitson and Mike Quinn. Councilmember Bill Anderson had an excused absence. Town Administrator Eric Faison and Clerk-Treasurer Joyce Bielefeld were also present.

**APPROVAL OF MINUTES:** Following a minor amendment, *Councilmember Mitchell* moved to approve the minutes of February 1, 2010 as amended. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

**APPROVAL OF VOUCHERS:** Mayor Nichols noted that the large total for vouchers was due to the first quarter payment for fire suppression/EMS services to Fire District I. *Councilmember Saltonstall* moved to approve Claims Warrants #7261 through #7277 for the total amount of \$98,506.74. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

**AUDIENCE COMMENTS:** None

**COUNCIL REPORTS:** **Councilmember Mitchell** reported the Association of Washington Cities (AWC) Elected Officials Essentials (formerly Newly Electeds) workshop included a presentation regarding the Open Public Meetings Act. She reported her property has been awarded Woodway's first Snohomish County Conservation District Merit Farm.

Councilmember Saltonstall reported the Snohomish County Emergency Radio System (SERS) meeting included election of new officers as well as a discussion regarding development of a strategic plan and particularly a capital replacement fund. He explained the SERS system will need to be replaced in the next 10-15 years; communications technology is very expensive and decisions will need to be made regarding how much technology is necessary and what municipalities can afford.

**MAYOR'S REPORT/TOWN ADMINISTRATOR'S REPORT:** **Mayor Nichols** relayed burglary statistics for the past five years as reported by Police Chief Doug Hansen, noting approximately two thirds of the homes that were burglarized had alarms that were not activated:

| Year | Number of Burglaries |
|------|----------------------|
| 2005 | 8                    |
| 2006 | 11                   |
| 2007 | 7                    |
| 2008 | 15                   |
| 2009 | 8                    |

Mayor Nichols explained the \$50,000 Department of Ecology grant that the Town received to update the Shoreline Master Program has several specific requirements including public participation. Planner Bill Trimm and the Planning Commission have developed an approach to a Shoreline Master Plan visioning exercise and have tentatively scheduled community

workshops on March 31 and April 3. The Planning Commission also plans to organize a low tide shoreline walk and to utilize the Town's website to conduct an online survey.

Clerk-Treasurer Joyce Bielefeld reported she purchased a \$250,000 six-month CD at Frontier Bank with an interest rate of 1.3%.

## **SNOCOM PRESENTATION**

SNOCOM Director Debbie Grady introduced Information Systems Manager Terry Peterson who will describe the New World project and Operations Manager Dave Hudson who oversees the day-to-day operations of the 911 center employees

Ms. Grady explained SNOCOM is the 911 communication center for Southwest Snohomish County. SNOCOM was established in 1971, it was the first consolidated 911 center in Snohomish County, and it is currently located in Mountlake Terrace. Member agencies include Brier, Edmonds, Mill Creek, Mountlake Terrace, Mukilteo, Lynnwood and Woodway; Fire District 1 is a contract agency.

She reviewed the SNOCOM organization chart and described the governance and funding structure established by the Interlocal Agreement. The assessment formula for participating municipalities/fire districts is based upon the following formula: 54% dispatchable calls, 23% assessed value and 23% population. Woodway's portion of SNOCOM's 2010 budget is 1%. 911 tax dollars are also used to offset SNOCOM's budget before the user assessments are calculated.

She described routing of 911 calls, call volume, activity growth, personnel, 2010 budget, and 2010 goals with regard to personnel, training and projects. She responded to Council questions regarding the number of SNOCOM employees and the impact of the enhanced 911 system on SNOCOM's budget.

Information Systems Manager Terry Peterson explained that the New World project is a county-wide single database for dispatch, records, corrections, fire and mobile that will replace the aging public communications equipment. This one entry database will replace the current system which is characterized by multiple data systems that are not always coordinated. Selection of the New World system and identifying funding has been a three year process. He reviewed the budget for the New World system; total system cost of \$7.9 million, SNOCOM's portion is approximately \$2.7 million.

Mr. Peterson responded to Council questions regarding annual maintenance costs, project management fees and contingency dollars included in the cost of the system, funding of the system, and the 2010 SNOCOM assessment for the New World project.

Ms. Grady invited Councilmembers to visit SNOCOM and do a "sit-along" with a dispatcher. She also invited them to National Telecommunicators Week events April 11-17, SNOCOM's picnic in August and the holiday open house in December.

## **RESOLUTION 10-347, SUPPORTING HB 2351, AN ACT RELATED TO FUNDING ENHANCED 911 EMERGENCY COMMUNICATION SYSTEMS**

Ms. Grady explained the proposal was a \$0.05/month increase in the State tax and \$0.20/month increase in the County tax per access line. She advised this is the third year the bill has been considered by the legislature.

**ACTION:** *Councilmember Saltonstall* moved for approval of Resolution 10-347, Supporting HB 2351, an Act Related to Funding enhanced 911 Emergency Communication Systems. *Councilmember Whitson* seconded the motion.

The motion carried unanimously.

## **INVESTMENT POLICY**

Mr. Faison reviewed changes made to the Investment Policy as a result of Council input at the last meeting as well as other non-substantive changes. Discussion followed regarding establishing written procedures and the Council requested the following:

- Add language that reflects current procedures with regard to staff authorization of investments
- Investigate whether the Town could loan money to another municipality/agency

## **DISCUSSION ON TRANSPORTATION BENEFIT DISTRICT (TBD)**

Mr. Faison explained HB 2855 would allow transit agencies to impose a \$20 vehicle license tab fee. Currently a City Council can form a TBD, typically comprised of a subset of the Council, and impose a \$20 annual vehicle license fee to fund transportation improvements. Many cities have elected not to establish a TBD and therefore, not impose the vehicle license fee; however, if HB 2855 passes, a regional transit agency can impose the fee; it would be collected in cities that do not have a TBD.

Discussion followed regarding pros and cons of imposing a vehicle license fee, restrictions on the use of TBD funds, effective date of the legislation, and timeline for the Town to establish a TBD. The Council requested staff follow the progression of HB 2855 and to alert the Council if action is needed.

**AUDIENCE COMMENTS: None**

## **GENERAL COUNCIL DISCUSSION – Council Choice of Topics**

Councilmember Saltonstall commented on the superb level of professionalism of SNOCOM personnel and the value provided by Woodway's assessment of approximately \$30,000/year. He described his experience as a member of the SNOCOM Board and relayed his concern with the cost of upgrading public safety technology.

Mayor Nichols reported Puget Sound Regional Council's updated Vision 2020 and Destination 2030 plans as well as their draft Vision 2040 were available for review.

Councilmember Whitson inquired about Snohomish County Council's hiring of Urban Land Institute to address topics raised at the public hearing regarding the Urban Center designation. Mayor Nichols explained the Council hired Urban Land Institute to provide County Council members and their staff with information that would help them evaluate the impacts of using

Floor Area Ratio as a zoning tool for urban centers. Mr. Faison explained Urban Land Institute is a non-profit agency interested in promoting smart growth in livable urban settings.

**EXECUTIVE SESSION:**

At 9:11 p.m. Mayor Nichols recessed the Council to Executive Session for approximately 20 minutes to discuss possible litigation. The meeting was reconvened at 9:29 p.m.

**ADJOURNMENT OF PUBLIC MEETING:** *Councilmember Quinn* moved to adjourn the meeting. *Councilmember Saltonstall* seconded the motion. The motion carried unanimously. The meeting was adjourned at 9:30 p.m.

Respectfully Submitted,

**APPROVED BY THE TOWN COUNCIL**

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Joyce Bielefeld, Clerk Treasurer

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Carla A. Nichols, Mayor

(These minutes accurately reflect what was said at the Council Meeting. Publication does not vouch for the veracity of these statements.)