

TOWN COUNCIL MINUTES

April 5, 2010

CALL TO ORDER, FLAG SALUTE, ROLL CALL

The first Council meeting for the month of April was called to order by Mayor Carla Nichols at 7:00 p.m. at Woodway Town Hall. Council members present were Bill Anderson, Kent Saltonstall, Elizabeth Mitchell, Mike Quinn, and Tom Whitson. Town Administrator Eric Faison, Ken Nilsen, PACE Engineering, and Clerk-Treasurer Joyce Bielefeld were also present.

APPROVAL OF MINUTES: Following minor amendments, *Councilmember Saltonstall* moved to approve the minutes of March 15, 2010 as amended. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

APPROVAL OF VOUCHERS: *Councilmember Quinn* moved to approve Claims Warrants #7306 through #7330 for the total amount of \$102,420.02. *Councilmember Mitchell* seconded the motion. Mayor Nichols noted that the Claim total was large due to the Town's quarterly payment for fire suppression/EMS services to Fire District I. The motion carried unanimously.

Councilmember Saltonstall moved to approve Payroll Warrants #10135 through #10169 for the total amount of \$46,689.91. *Councilmember Anderson* seconded the motion. The motion carried unanimously.

AUDIENCE COMMENTS: None

COUNCIL REPORTS: **Councilmember Mitchell** reported Mayor Nichols and she have been working with a group of neighbors regarding a hedge that impacts views. The parties have agreed in principle to trimming, general levels of trimming, who will pay for the trimming, etc. If the neighbors are unable to reach a final resolution, the parties may bring the topic back to the Council. Mayor Nichols recognized Councilmember Mitchell for her efforts to assist the neighbors in reaching a resolution.

Councilmember Saltonstall reported the proposed Interlocal Agreement between the Town and Olympic View Water District will be considered by the Commission at their meeting tonight.

MAYOR REPORT: **Mayor Nichols** explained as part of the Shoreline Master Program update, the Planning Commission scheduled two community workshops. The first workshop was held on March 31 and had limited attendance. The second will be held on Saturday, April 17 at Town Hall at 10:30 a.m. following the playground dedication at 10:00 a.m. The workshops include several large maps of the shoreline and the surrounding area and provide an opportunity for residents to describe their current relationship to the Town's shorelines and how they envision the shoreline particularly Pt. Wells.

Mayor Nichols announced Woodway had been certified again as a Tree City USA. She reported on an orientation for new elected officials provided at the last Snohomish County Tomorrow (SCT) meeting. Snohomish County is in the process of rewriting the County's Planning Policies which is part of their Comprehensive Plan. When the draft policies are complete, they will be forwarded to each city for feedback. She invited Council members to consider whether the Council as a whole or a subcommittee wanted to review and comment on the policies. She advised the Council will also be provided a presentation on affordable housing in the near future.

Mayor Nichols explained the Snohomish County Council hired Urban Land Institute to assist in their deliberations on urban centers. She highlighted findings in a Report of Findings prepared by the Institute that agreed with the County's use of floor area ratio; and recognized the need for more transportation planning and a formalized design review process. The Institute found that Pt. Wells is different than the other urban centers, and recommended that building heights be subject to gradations as a transition from established single family residential communities to high rise condominiums. Snohomish County Council members have until April 7 to prepare amendments to the zoning ordinance; a public hearing will be held on April 21.

Mayor Nichols relayed her plans to speak with Snohomish County Council members tomorrow and to meet with Shoreline and Save Richmond Beach on Wednesday to develop clear, simple concepts with regard to Pt. Wells as a separate urban center. Councilmember Whitson recommended the Town also emphasize the environmental sensitivity of the Pt. Wells site.

TOWN ADMINISTRATOR'S REPORT

Mr. Faison advised that the Town Administrator's Report in the Council packet includes a report from Clerk Treasurer Joyce Bielefeld on the Clerk's Conference. He reported on discussions with the Shoreline Fire Department regarding their providing the Town fire suppression and emergency medical services (EMS).

Mr. Faison reported staff has met with five architectural firms regarding Town Hall. He reviewed steps in the process that would include, 1) a professional analysis of the current building, 2) an analysis of future needs/wants (internal), 3) reviewing findings with the public and identifying their needs/wants and explaining funding, and 4) designing a new or revised structure and reviewing plans with the public. He advised a timeline and costs have not yet determined.

Mayor Nichols reported Mr. Faison has also reviewed the financial forecast for next 5-10 years as part of the first step in reviewing the adequacy of Town Hall. Mr. Faison offered to meet with Council members individually or in small groups to review the 5-10 year financial forecast.

A brief discussion followed regarding providing sufficient space in a new/renovated Town Hall for flexibility and to accommodate future capacity, estimated construction costs, and REET forecasts for the next 10 years.

ORDINANCE 10-521, AMENDING CHAPTER 2.44 RELATING TO THE SMALL WORKS ROSTER

Mayor Nichols reported the State increased the limit on the Small Works Roster from \$200,000 to \$300,000 and the Town's ordinance needs to be amended to be in compliance. Ms. Bielefeld briefly described how the Small Works Roster is used to select contractors for projects under \$300,000. Councilmember Anderson requested Public Works Director Terry Bryant provide a report on projects completed during the past year for which staff was able to use the Small Works Roster.

Ms. Bielefeld explained Municipal Research and Service Center (MRSC) maintains the Small Works Roster; they investigate the firms and update the list annually as required by RCW. Discussion followed regarding the ability to solicit estimates from firms on the Small Works Roster, steps in a formal bidding process, and how staff selected firms from the Small Works Roster.

Mr. Faison suggested the following amendment to the ordinance: spell out MRSC in Section 1 (Municipal Research and Services Center).

ACTION: *Councilmember Mitchell* moved to approve Ordinance 10-521, Amending Chapter 2.44 relating to Small Works Roster, spelling out MRSC (Municipal Research and Services Center) in Section 1. *Councilmember Whitson* seconded the motion. The motion carried unanimously.

FIRST QUARTER FINANCIAL REPORT

Mayor Nichols reviewed first quarter revenue and expenses. She referred to a comparison of legal and planning expenses related to Pt. Wells for 2008, 2009 and 2010.

AUDIENCE COMMENTS: None

GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS

Mayor Nichols advised Police Chief Hansen will provide a follow-up at the next Council meeting regarding community cameras that will include a demonstration of Medina’s cameras by SecurFocus.

Mayor Nichols reminded the Council of the upcoming Neighbors Helping Neighbors meeting sponsored by ESCA at the Howard residence on April 12. She agreed to send out an announcement of the meeting to residents on the Town’s email list.

Mayor Nichols reported on a meeting she had with Police Chief Hansen today. The Police Department is still working the robbery that occurred in December and another robbery that occurred recently during the day in the south end of Town. Councilmember Anderson expressed his appreciation for the email alerts.

Councilmember Mitchell suggested Police Chief Hansen estimate the cost difference between the cameras and additional police officers.

Councilmember Whitson reported Hank Landau and Peter Block are involved in the Cascade Bike Club’s Bike Safety Program and are seeking a resolution of support from the Town. Mr. Landau would also like to report to the Council on work he is doing with Edmonds regarding sustainability. Mayor Nichols suggested having a bike safety booth at the community fair.

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 8:08 p.m.

Respectfully Submitted,

APPROVED BY THE TOWN COUNCIL

Joyce Bielefeld, Clerk Treasurer

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.)