

TOWN COUNCIL MINUTES

September 7, 2010

CALL TO ORDER, FLAG SALUTE, ROLL CALL

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

APPROVAL OF MINUTES: Following a minor amendment, *Councilmember Saltonstall* moved to approve the minutes of August 16, 2010 as amended. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

APPROVAL OF VOUCHERS: *Councilmember Mitchell* moved to approve Claims Warrants #7469 through #7495 for the total amount of \$113,271.19. *Councilmember Whitson* seconded the motion. The motion carried unanimously.

Councilmember Saltonstall moved to approve Payroll Warrants #10262 through #10278 for the total amount of \$47,775.39. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

AUDIENCE COMMENTS: Marianne Zagorski, Port of Edmonds Commissioner, reported the Port is developing a 5-year plan along with their annual budget. This process will begin at a special Commission meeting on September 8 at 9:30 a.m.

COUNCIL REPORTS: **Councilmember Saltonstall** reported on debris that has been dumped over the edge near the gravel turnout on the southeast corner of the bridge.

Councilmember Saltonstall referred to information provided by Association of Washington cities (AWC) regarding Initiatives 1100 and 1105, privatization of liquor sales, which states Councils can pass resolutions with regard to initiatives. If I-1100 and I-1105 pass, Woodway could lose approximately \$13,000/year in state liquor profits and liquor taxes. He suggested the Council consider taking a position due to the impact that passage of these initiatives could have on the Town's budget. The Council agreed to schedule further discussion and a report from Town Administrator Eric Faison on a future agenda.

MAYOR PRO TEM REPORT/TOWN ADMINISTRATOR'S REPORT: **Mayor Pro Tem Anderson** requested excused absences for the September 20 and October 4 meetings.

Mr. Faison reported Town Attorney Wayne Tanaka, Planner Bill Trimm and he will be meeting with Snohomish County Planning and Development Services staff and their attorney next week to discuss the Interlocal Agreement regarding Pt. Wells.

Mr. Faison reported the Shoreline Fire Department Chief will present their proposal for fire and emergency medical services at a meeting with him on September 15. Mr. Faison expects the cost to be similar to Fire District 1's proposal.

PRESENTATION – INTERJURISDICTIONAL HOUSING PROGRAM: SHANE HOPE ON BEHALF OF SNOHOMISH COUNTY TOMORROW (SCT)

Ms. Hope explained many households in the region are “cost burdened,” a household earning less than the median county income and paying more than 30% of their income for housing. She reviewed a chart comparing salaries of several positions to the median income and a chart illustrating unmet housing needs in Snohomish County. A study commissioned by SCT found a voluntary interjurisdictional housing organization could assist with expanding housing opportunities. She cited ARCH (A Regional Housing Coalition) as an example of a voluntary interjurisdictional housing organization. ARCH is comprised of 15 cities and King County and provides technical assistance to its members as well as funds projects.

A task force of SCT recommended establishing a voluntary interjurisdictional program in Snohomish County. She described a proposed program that would be administered through the SCT Steering Committee with members from cities and the county that volunteer to participate. The program would be funded on a proportional share related to population size. The program would focus on technical information, strategies, providing information on options and monitoring results. The Housing Authority of Snohomish County has offered back office support. She referred to a comparison of cost scenarios by city size that ranged from \$0.08 to \$0.28 per capita.

Lake Stevens, Mukilteo, Mountlake Terrace, Marysville, Mill Creek, Snohomish, Snohomish County, Edmonds, Lynnwood and Everett have agreed to participate. She reviewed options for the Council to consider, recommending Option 3:

1. Choose to not participate in first stage of Interjurisdictional Housing Program
2. Delay decision and decide next year
3. Move forward carefully to participate in and help define the program through a Snohomish County Tomorrow committee.

Discussion followed regarding the difference between the Housing Authority and an Interjurisdictional Housing Program, assumptions in the cost scenarios, Lutheran Alliance to Create Housing (LATCH), efforts to reduce/waive regulations/fees that increase the cost of housing, and the method used to determine cost burdened households in a community (reported income compared to median income). Ms. Hope advised there would be no initial cost to the Town through option 3.

The Council agreed to delay action until the next Council meeting when Mayor Nichols would be present.

BEAUTIFICATION COMMITTEE – ELAINE JORGENSEN

Elaine Jorgensen announced her resignation as chairman of the Beautification Committee because she has sold her house and will be moving out of Town. She provided information assembled during her chairmanship and photographs of various projects for the Town’s records. She relayed the Committee’s mission, to beautify the Town of Woodway with natural and indigenous plants requiring easy maintenance and in keeping with the Town’s character. She relayed the Committee’s concern with Public Works planting projects that have occurred without consulting the Beautification Committee and cited several examples.

The Councilmembers thanked Ms. Jorgensen and the other members of the committee for their service.

Peter Block expressed concern with the non-native plantings at the entrance to Woodway Highlands. He suggested the Town's development regulations be revised.

WOODWAY PARK ROAD SHOULDER

Mr. Faison referred to a memo from Public Works Director Terry Bryant regarding options for defining the shoulder/walkway from the driving area on Woodway Park Road. In the past the shoulder was elevated at different levels from 1- 2 inches and the recent overlay on Woodway Park Road tapered the roadway to the shoulder. State law has regulations related to shoulders and the difference between a shoulder and a sidewalk; under those regulations, Woodway has shoulders, not sidewalks. Under state law, an elevated shoulder is allowed to guide stormwater.

There has been concern expressed with regard to pedestrian safety as a result of the tapered edge between the shoulder and roadway on Woodway Park Road. Staff's recommendation is to continue the project as designed, paint a 10-inch wide white retro-reflective line delineating the driving lane from the shoulder.

Mr. Faison advised it is legal to park on the shoulder for 72 hours. Discussion followed regarding the definition of an arterial, installing turtles to delineate between the shoulder and roadway, bicyclists allowed to ride on the shoulder, improved safety for bicycles but less pedestrians safety as a result of the new configuration on Woodway Park Road, using groves to delineate the roadway from the shoulder instead of turtles, and the height difference between the shoulder and roadway on other streets in Town.

The Council asked staff to research whether it is legal to drive on the shoulder and whether Woodway Park Road is an arterial according to Snohomish County's definition.

It was the consensus of the Council to accept staff's recommendation.

INTERLOCAL AGREEMENT WITH OLYMPIC VIEW WATER AND SEWER

Building Official Tom Phillips explained the Interlocal Agreement was previously approved by the Council and later revised at the Town Attorney's request to clarify the District's and Town's responsibilities. State law requires the Town to inspect, inventory and require annual testing of in-premise devices. The Town will ensure Olympic View is included in the inspection process for plumbing permits; in return the District will track all in-premise and premise devices and notify the property owner of the requirement for annual testing.

Paragraph 3.1.2 was revised to read: "Prior to the Town's issuance of final approval/certificate of occupancy, the Town shall allow the District to make a final inspection, on the Town's behalf, of all backflow devices under the Town's responsibility, and The District shall make timely recommendations as to whether such backflow prevention assemblies are the models approved by the Department of Health under WAC-246-290-490."

ACTION: *Councilmember Saltonstall* moved to adopt the Interlocal Agreement for Cross Connection Control between Olympic View Water District and the Town of Woodway as

presented and amended. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

DISCUSSION – NOISE ORDINANCE

Mr. Faison advised when this topic was last discussed, the Council requested further discussion when all Councilmembers were present. Staff is seeking direction from the Council with regard to prohibiting roosters. Discussion followed regarding addressing complaints on a case-by-case basis via the noise ordinance, the Mayor's efforts to reach a solution with the parties the last time a complaint arose regarding a rooster, the difficulty enforcing the noise ordinance unless an officer is present and hears the noise, other cities that prohibit roosters, other issues associated with the keeping of fowl, differing opinions with regard to roosters' crowing, and Seattle's recent action to ban roosters and expand the number of chickens allowed per lot.

It was the consensus of the Council to handle complaints on a case-by-case basis via enforcement of the noise ordinance, and to reconsider this issue if there is further complaint about rooster noise.

GGLO ARCHITECTS – TOWN HALL

David Winans, GGLO Architects, provided an overview of the process including the asset needs assessment of the current building, performance evaluation (energy/water consumption), a programming report created as a result of interviews with Council and staff, projected goals/mission statement, department worksheets, and space diagrams. He advised the first phase has been completed other than the square footage of the preferred program. Phase 2 is the concept plan and phase 3 is design. Mr. Faison pointed out although Phase 2 was not funded, he authorized GGLO to proceed with the concept plan as it defines elements of the programming (the amount of space that will be needed and what will fit on the site). Without that information, it is difficult to complete Phase 1.

Mr. Winans reviewed a summary by department of spaces that were requested via interviews with staff, Council and the Mayor. The total desired space was approximately 10,000 square feet (including Public Works, Police Department and an 8-bay garage). He reviewed upper and lower level functions and described ways the desired square footage could be reduced in consideration of costs to approximately 7,000 square feet (includes 1,440 square feet of garage space).

Tom Sheldon, GGLO Architects, displayed a fit analysis, describing how a 7,000 square foot building including a potential future community center would fit on the site:

- Lower floor: Public Works, shop, showers, Police locker rooms, garage, evidence storage
- Upper floor: Council Chambers, kitchen, restrooms, Council conference room, administrative functions, Mayor's office
- Future community center/commons/amphitheater
- Grounds/parking

He concluded a 7,000 square foot building and a future community center will fit on the site. He explained the design phase would improve efficiency of the spaces and potentially reduce the square footage.

During and following their presentation, Mr. Sheldon and Mr. Winans responded to Council questions regarding the size of the current Town Hall (3200 square feet), reasons for constructing a new town hall, spaces that were increased and new spaces added in the concept plan, and the inability to drive from 113th to 114th in the concept plan.

FINANCIAL FORECAST

Mr. Faison explained the forecast is based on a percentage increase per year in each of the budget line items. He reviewed scenarios for the Combined General and Street Fund and Capital Reserve Fund, explaining Town Hall would be funded from the Capital Reserve Fund. The forecast will continue to trend downward because the Town's largest source of revenue, property tax, increases by 1% per year compared to the Town's largest expense, fire/emergency medical services, which increases by 6% per year.

Mr. Faison advised the preliminary 2011 budget will be presented to the Council at the first meeting in October. The workshop on the Town's financial forecast model is tentatively scheduled for October 18.

AUDIENCE COMMENTS: None

GENERAL COUNCIL DISCUSSION – Council Choice of Topics

ADJOURNMENT OF PUBLIC MEETING: *Councilmember Saltonstall* moved to adjourn the meeting. *Councilmember Quinn* seconded the motion. The motion carried unanimously. The meeting was adjourned at 9:25 p.m.

Respectfully Submitted,

APPROVED BY THE TOWN COUNCIL

Joyce Bielefeld, Clerk Treasurer

William Anderson, Mayor Pro Tem

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