

# TOWN COUNCIL MINUTES

September 15, 2008

## CALL TO ORDER, FLAG SALUTE, ROLL CALL

The second Council meeting for the month of September was called to order by Mayor Pro Tem Anderson at 7:00 p.m. at Woodway Town Hall. Councilmembers present were Robert Schillberg, Bill Anderson, Kent Saltonstall, and Mike Quinn. Mayor Carla Nichols had an excused absence. Town Administrator Eric Faison, Ken Nilsen, PACE Engineering, Public Works Director Terry Bryant and Clerk-Treasurer Joyce Bielefeld were also present.

## APPROVAL OF MINUTES:

Following a minor amendment, *Councilmember Saltonstall* moved to approve the minutes of September 2, 2008 as amended. *Councilmember Schillberg* seconded the motion. The motion carried unanimously.

**APPROVAL OF VOUCHERS:** *Councilmember Saltonstall* moved to approve Claims Warrants #6544 through #6567 for the total amount of \$28,089.08. *Councilmember Schillberg* seconded the motion. The motion carried unanimously.

## AUDIENCE COMMENTS: None

**COUNCIL REPORTS:** **Councilmember Saltonstall** reported on the Edmonds Bird Festival's expedition to the Woodway Reserve this weekend. There were many favorable comments from the attendees including interest in a kiosk and having the Audubon Society host other events in the Reserve. He reported there was some spray paint vandalism on standing and downed trees in the Reserve. Public Works Director Terry Bryant advised the Town Arborist would be here tomorrow to assist in determining how best to remove the spray paint.

**MAYOR PRO TEM REPORT:** **Mayor Pro Tem Anderson** requested Mayor Nichols be informed of the September 29 Snohomish Health District meeting as he would be out of town. He reported Lynnwood Councilmember Smith, the Town's representative on the Snohomish Health District Board, was scheduled to speak to the Town Council at the October 6 meeting.

Mayor Pro Tem Anderson reported two CDs were purchased, a 4-month CD with Cascade Bank at 3.5% and 1-year CD with City Bank at 3.66%. As the Council directed, staff requested a brief analysis on these banks and the reports were satisfactory.

Mayor Pro Tem Anderson circulated photographs of a traffic control device that Washington State Department of Transportation (WSDOT) installed at the intersection of Pine Street and SR 104 which prevents vehicles from crossing Pine Street to reach Edmonds or Woodway. City of Edmonds engineers, working with WSDOT engineers approved the installation of the divider. However, the northeast corner of Pine Street is within the Town of Woodway's city limits. The resulting traffic revision results in the traffic traveling down Pine Street toward SR104 being restricted to a right or left turn only. Public Works Director Bryant explained that the Town of Woodway was not provided an opportunity to comment on the proposed changes and was not given prior notification of the traffic control device placement.

Mayor Pro Tem Anderson circulated additional photographs of the new traffic ferry holding lanes on SR 104. These lanes were striped in such a manner to reduce northbound SR 104

traffic to one lane prior to the intersection of SR 104 and 226<sup>th</sup> Street. While the town recognizes that this portion of SR 104 is within the City of Edmonds, the traffic revision creates major impacts to the residents of Woodway. The intersection of SR 104 and 226<sup>th</sup> Street is the main entrance to the Town of Woodway and the traffic revision ultimately will cause delays for the residents from entering the Town of Woodway. Woodway residents could be required to wait through several cycles of the signal to reach the left turn lane. Councilmember Anderson suggested the Town request WSDOT eliminate the arrow and the signage that restricts traffic to one lane prior to 226<sup>th</sup> Street.

Discussion followed regarding WSDOT's installation of the divider and striping at Edmonds' request; such a major change and inconvenience for such a few incidents each year that ferry lines extended that far up SR104; other options were discussed, including moving the arrow and signage beyond the signal at 226th Street, shortening the median to lengthen the left turn lane into Woodway, and increasing traffic signal time. Discussion followed on the lack of notification to the Town of Woodway regarding the traffic revision and the Town not given the opportunity to provide public comment.

The Council directed staff to consult with the Town Attorney regarding the issues. Staff was also directed to invite WSDOT to attend a Council meeting to explain their actions.

Mayor Pro Tem Anderson referred to the postcard that would be mailed to all households in the Town announcing vacancies on the Council and Planning Commission.

Mayor Pro Tem Anderson referred to a draft letter from Mayor Nichols to all Woodway residents regarding the Town's finances and Pt. Wells, noting memos regarding those subjects would accompany the letter. Minor amendments were made to the letter and it was suggested Edmonds Mayor Haakenson review the statements in the letter regarding fire service costs before the letter was finalized.

Councilmember Saltonstall advised of his plans to attend the September 29 Port of Edmonds meeting when the Port's 2009 draft budget would be presented. He planned to inquire at the meeting about tangible benefits the Port provided to Woodway residents.

## **TOWN ADMINISTRATOR'S REPORT**

### **FINANCIAL FORECAST SCENARIOS**

Mr. Faison reviewed the forecast for the consolidated General and Street Funds, explaining the Town would soon begin using the Town's unbudgeted reserves to balance the annual budget and this would have a negative impact by 2016 in that the annual budgets would not be balanced. He explained this was because revenues grow by approximately 1% per year but expenditures increase by approximately 4% per year. He reported the Capital Reserve Fund and Stormwater Utility Reserve were solid into the future. Mr. Faison reviewed several revenue and expense models and the impact they would have on the Town's finances and service levels.

Mayor Pro Tem Anderson noted Mayor Nichols' letter invited residents to hold a Town Hall meeting in their home and he expressed interest in holding such a meeting. Discussion followed regarding the need to inform residents about the impact of recent initiatives on the Town's finances, voters' interest in how property taxes are expended, limited areas where the Town's expenditures could be reduced, factors to be considered in determining an appropriate amount for a voter-approved property tax increase and when to place it on the ballot.

## **ORDINANCE NO. 08-498, AMENDING TITLE 12 RELATED TO WATER HEATER PERMITS**

Mayor Pro Tem Anderson highlighted the proposed change in the ordinance, “A permit is not required for the replacement of a water heater with one of a similar type provided, however, the Town will conduct an inspection upon request.”

**ACTION:** Councilmember Saltonstall moved to approve Ordinance No. 08-498, an ordinance amending Title 12 of the Woodway Municipal Code related to water heater permits, providing for severability and establishing an effective date. Councilmember Quinn seconded the motion. The motion carried unanimously.

## **DISCUSSION ON REQUIREMENTS FOR PERFORMANCE AND MAINTENANCE BOND**

Ken Nilsen, PACE Engineering, explained the performance bond was currently an administrative decision in the stormwater code but it did not differentiate between single family residences and plats. He circulated the Town’s bonding requirements for clearing and grading permits, explaining the intent was to require a performance bond for projects that impacted the Town’s infrastructure; the bond is administered via the permit.

Discussion followed regarding mechanisms for a contractor to obtain a performance and maintenance bond, inability for an individual property owner to secure a bond which required they provide the funds themselves, amount of the bond based on the cost of project, and use of the bond as leverage for completion of a project.

Mr. Faison clarified it was a policy issue for the Council whether to reduce or eliminate the bond requirement or leave it the same. The Council agreed requiring a bond for projects that impacted the Town’s infrastructure was appropriate and requested this be scheduled for further discussion at a future meeting. Staff was asked to provide a matrix of pros and cons of reducing the bond as well as examples of bond requirements in other jurisdictions.

**AUDIENCE COMMENTS: None**

## **GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS**

Councilmember Saltonstall requested an alternate be appointed for the SnoCom and South County Emergency Radio System Board (SERS) meetings. It was agreed to delay appointing an alternate until a new Councilmember was selected.

**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 8:21 p.m.

Respectfully Submitted,

**APPROVED BY THE TOWN COUNCIL**

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Joyce Bielefeld, Clerk-Treasurer

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Bill 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.)