

TOWN OF WOODWAY

MAYOR'S MESSAGE

CHANGES ON THE TOWN COUNCIL

At the December 6 Council meeting, we recognized the many contributions of Councilmember Tom Whitson, who was retiring after 18 years of serving the residents of Woodway. His public service career began with an appointment to the Planning Commission in 2004. When Councilmember Bob Schillberg retired in 2009, Tom was appointed to fill the vacant Council seat, which he has held for the last 12 years.



*Retiring
Councilmember
Tom Whitson*

We presented Councilmember Whitson with a plaque that read, "In heartfelt appreciation for 18 years of service to the Woodway community. Your dedication and fiscal responsibility helped us plan for the future while honoring our history." Many people, including former mayor Carla Nichols, councilmembers, staff, and members of the public

expressed their deep appreciation for Tom's thoughtfulness and commitment to the Town over the last 18 years.

Councilmember Whitson's decision to retire and not run for another term left Position 1 open for the 2021 election. Planning Commissioner Rajeev Thakur

successfully ran to fill the open seat. He will be sworn in at the January 3 meeting along with the others who were elected in November.

Mr. Thakur was appointed to the Planning Commission in April 2021 and brings his extensive experience in architecture, urban planning, and economic development to the council. His career



*Incoming Councilmember
Rajeev Thakur*

has included working with both large corporate clients and small communities. Mr. Thakur moved to Woodway with his wife three years ago after falling in love with the Pacific Northwest and Woodway. He feels that listening respectfully, patiently, and without prejudice is one of a councilmember's most important jobs. Welcome, Rajeev! We look forward to working with you.

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Thanks to all who attended the 2021 Town Fair. It was a great success, with more than 125 attendees. Retiring staff and elected officials enjoyed recognition for their many years of service and young and old alike connected with neighbors and friends.

See you next year!

BUDGET UPDATE

By Mike Quinn, Mayor

The Town Council ended 2021 with an amendment to the Town’s 2021 budget and adoption of the 2022 budget. Both budgets were greatly affected by new federal funding and a change in state law that provides temporary flexibility in use of a significant existing revenue source – the real estate excise tax (REET). Overall, the Town’s finances have been strengthened, at least on a temporary basis.

As a reminder, the Town’s budget is generally divided between:

- The operating budget, which covers most of the Town’s expenses (e.g., police, fire, public works, permitting, and administrative expenses);
- The capital budget, which covers major capital expenses (e.g., roadway pavement projects); and
- The stormwater utility budget, which includes all expenses related to construction, maintenance, and operations on the utility.

The Town has been allocated almost \$390,000 in federal funds, half of which was received in 2021, and the remainder of which will be received in 2022. Use of these funds is legally restricted. The Council has allocated these funds to our operating budget, primarily to pay for our police officers’ salaries and benefits.

The Town’s operating budget also has been enhanced by increased REET revenues which are a tax on the sale of a home. The Town received significantly more REET revenue in 2021 than budgeted – \$424,000.

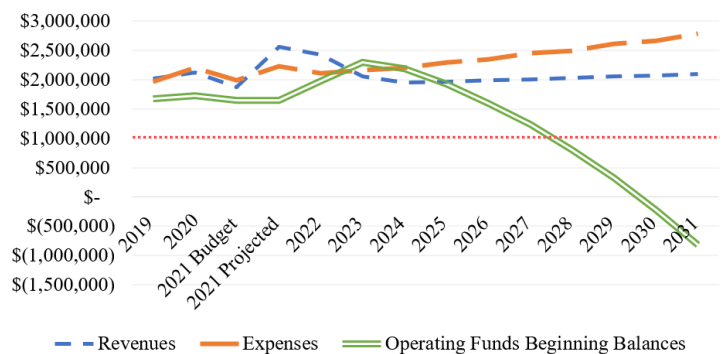
Generally, state law restricts use of REET funds to capital improvements. Through the end of 2023, however, state law allows the Town to use REET revenues on maintenance and operation of capital facilities. The combination of significantly more REET revenue and the temporary flexibility provided by state

law has allowed the Council to transfer a significant amount of these funds from the capital budget to the operating budget.

The transfer to the operating budget has primarily funded Public Works staff salaries and benefits, summer public works staffing, repairs to Town Hall, a legally mandatory study of the condition of the Woodway Park Road bridge, and removal of hazardous trees along the Town’s streets. Notwithstanding this transfer, the capital budget includes full funding for pavement overlays in the Woodway Highlands, Woodway Estates, and other areas over the next several years.

In the chart below, you’ll notice a significant increase in the Town’s operating revenues from 2020-2023. Revenues drop back to more normal levels beginning in 2024. There is a more modest average increase in Town expenses of approximately 3% per year.

FINANCIAL FORECAST



The Town Council has a policy of maintaining at least \$1 million in reserves for emergencies and extraordinary one-time expenses. The Town’s financial forecast currently projects that the Town’s reserves will drop below \$1 million in 2028.

If you have any questions about the Town’s finances, please feel free to contact me or our Town Administrator, Eric Faison.

EDMONDS WELCOMES NEW POLICE CHIEF

Michelle Bennett has worked for the King County Sheriff's Office since 1990. She held a variety of progressive leadership assignments within the Sheriff's Office. Most notably, from 2004-2014, she was the Chief of Police for the City of Maple Valley Police Department, and from 2016 to 2019, she was the Chief of Police for the City of Sammamish. Michelle retired in January, 2021 as Major in charge of Strategic Planning and Coordination for the King County Sheriff's Office. In March of 2021, Michelle was selected as the interim chief for the City of Edmonds, and in September was selected for the permanent chief position.



University Westside Alumni of the year. Michelle has also served as the elected Alumni Representative for the Northwestern University Alumni Association. Since 2018, Michelle has served as the FBINAA Washington State Executive Board President.

Michelle has been teaching anti-bullying and cyber-bullying classes for workplaces, colleges, government organizations and secondary schools and parent since 2001. Michelle has a Bachelor of Arts degree in Law and Justice, a Master of Science Degree in the field of Psychology/ Organizational Development and Behavior, and a Doctorate in Education (Dissertation topic was on bullying), with an emphasis in Curriculum and Instruction. She is a graduate of Northwestern University School of Police Staff and Command, Session 235, and of the FBI National Academy, Session 247.

From 2019-2020, Michelle was the President of the King County Chief's Association. She has sat on many advisory committees, most recently on the Shoreline Community College and Central Washington University Criminal Justice Advisory Committees. In the past she was selected as the Central Washington

PLEASE DON'T LEAF IT TO US

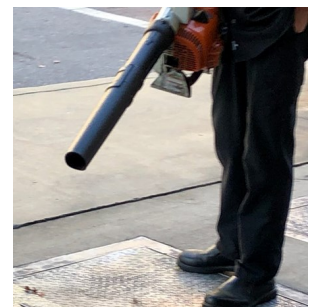
By Terry Bryant, Public Works Director

Its that time of year again...leaf season. The Public Works crew has been working hard in the inclement weather trying to keep the streets and stormwater system clean of leaves and other debris. Every year your Public Works crew picks up around 15 tons of leaves.

Using backpack blowers, the crew blows the leaves into large piles, picks them up, and composts the leaves in the lower yard. Removing the leaves from the streets and shoulders provides safer driving and walking conditions. Removing the leaves from the stormwater system keeps the ditches, swales, and catch basins working properly.

Residents and yard service companies should not blow leaves and yard waste into the streets and stormwater systems. Not only is it discourteous, it's against the Town's Municipal Code. Blowing leaves into the street gets them out of your yard, but they eventually end up somewhere. For Town streets, it's usually in the stormwater drain where they clog pipes and result in street flooding. In extreme cases, water can back up into homes.

Please do your part to keep the Town, its streets, walkways, and stormwater system clean and free of leaves.



WELCOME KIM!

You will see a new face at Town Hall the next time you visit - Kim Sullivan has joined our team as the new Deputy Clerk-Treasurer/Permit Technician. Kim came to Woodway with nearly 15 years of permitting experience; she has worked in the Development Services departments in the cities of Shoreline and Woodinville.



husband. They enjoy traveling on the weekends to beaches and lakes with their miniature dachshund, BooBoo.

Jill McCammon, our previous Deputy Clerk/Permit Technician, retired at the end of November. We wish her all the best in her retirement.

For the past 34 years, she has lived in Shoreline with her

Feel free to swing by Town Hall and welcome Kim to Woodway!

VOLUNTEERS NEEDED

By Mike Quinn, Mayor

One of the great qualities of Woodway has been our volunteers who have served the Town in many ways throughout the years. Over the last two years, we have not been able to do as much within the community as we might have liked to. As we look towards 2022, I would like to revamp and enlist more volunteers to be available to the Town. We are looking for neighbors who would like to be added to a list that we can utilize as various opportunities arise that need volunteers. Focused areas in the past have been on Town Fair planning, mailing out the Whisper, Woodway Ready!

emergency preparedness coordinators, and various beautification projects around town. Looking forward, we would like to continue these activities. We also would like to add others that have been brought to our attention by residents such as ivy trimming throughout our park areas and spiffing up the play area by Town Hall and Deer Creek Park.

If anyone has a passion for leading this group of volunteers, I would be happy to have a conversation with you! If you simply can give time and want to be added to our list, please send your contact details to heidi@townofwoodway.com.

PLANNING COMMISSION NOTES

By Kim Sullivan, Deputy Clerk-Treasurer/Permit Technician

At their August 18 meeting, the Planning Commission held a public hearing on WMC 14.40: Urban Village Zone District Code Amendments. The Commission unanimously approved Resolution PC-2021-004 and forwarded their recommended code changes to the Town Council.

At the September meeting, the Commission held a public hearing on the Resolution PC-2021-005:

Greenwood Final Short Plat, which was approved by the Commission. The Commissioners began reviewing the geological (landslide) hazards section in the Town's critical area regulations with the assistance of Associated Earth Sciences Incorporated (AESI). Town Planner Bill Trimm and AESI presented the Geologic Hazard Code Revision matrix, which compared Woodway's code with Snohomish County's code and suggested several changes. General consensus was to revise the code with an emphasis on maximizing safety and minimizing risks.

TOWN COUNCIL CORNER

General Government:

- Authorized the Clerk-Treasurer to execute the Interagency Data Sharing Agreement between the Town of Woodway and the Office of the Washington State Auditor.
- Reviewed the 2nd quarter 2021 finance report.
- Approved Resolution 2021-428: Repeal of Resolution 13-370B Regarding Sewer Services.
- Approved Ordinance 2021-629: Salary Schedule.
- Discussed several items related to COVID vaccinations.
- Approved Ordinance 2021-630: Contract Approval Authorization.
- Ratified and confirmed the Mayor's emergency proclamation related to the recent water leak that flooded the Town Hall electrical/server room.
- Reviewed the 3rd Quarter 2021 Finance Report.
- Held three public hearings on the 2022 Budget.
- Approved Resolution 2021-429: 2022 Property Tax.
- Approved Resolution 2021-430: Asset Management Policy.
- Approved Ordinance 2021-632: WMC 7.30.040 – Door-To-Door Selling and Soliciting Code Update.
- Approved Ordinance 2021-633: 2022 Budget.
- Mayor Mike Quinn was sworn in for a short term. Councilmember John Brock was sworn in for an unexpired two-year term.
- The Council recognized retiring Councilmember Tom Whitson for his 18 years of service to the residents of Woodway.
- Approved Resolution 2021-431: Authorized Signers on US Bank Account.
- Approved Ordinance 2021-634: 2021 Budget Amendment.
- Approved Resolution 2021-432: ARPA Expenditures.

Land Use & Planning:

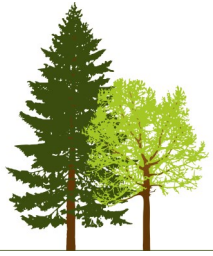
- Authorized the Mayor to execute the Geologic Hazard Code Update contract.
- Requested the Planning Commission conduct a public hearing and forward a recommendation to the Council regarding text amendments to the Urban Village zone district WMC 14.40.
- Discussed short-term rentals and guest houses/caretaker's cottage regulations and directed staff to draft a resolution to ban short-term rentals and send the item to the Planning Commission.
- Held two public hearings on text amendments to the Urban Village zone district WMC 14.40.
- Approved Ordinance 2021-631: 14.40 Urban Village Zone District Amendment.
- Authorized the Mayor to execute the addendum to the WRIA-8 contract adding the City of Everett as a member.

Public Works & Lands:

- Discussed options for increasing pedestrian safety at the bottom of Wachusett Road hill.
- Authorized the Mayor to execute the updated contract for additional hazard tree removal.
- Renamed the Woodway Reserve to the Carla Nichols Reserve in honor of her 25 years of service to the Town.
- Authorized the Mayor to engage Landau Associates, Inc. for geotechnical services related to Town Hall emergency repairs and improvements and ratified and confirmed the Mayor's prior authorization to perform such work, in a total amount not to exceed \$20,000.
- Authorized the Mayor to sign the contract with PACE Engineers to proceed with the required Woodway Park Road Bridge load rating process.

Public Safety:

- Heard department updates from Police Chief Alan Correa and Fire Chief Matt Cowan.



TOWN OF WOODWAY

23920 113th Place West
Woodway, WA 98020

WINTER 2021 NEWSLETTER



TOWN INFORMATION

TOWN HALL DIRECTORY:

Class	Code City
County	Snohomish
Population	1325
Business Hours	9 am to 1 pm Monday-Thursday
Permit Counter Hours	Walk-ins on Tues. Appts on Wed.
Town Hall Phone	(206) 542-4443
Public Works Phone	(206) 542-0183
Website	www.townofwoodway.com
Email addresses	See staff & elected official contact information on our website
Mayor	Mike Quinn
Council Meets	1 st & 3 rd Mondays, 6:00 p.m.
Planning Commission Chair	Per Odegaard
Planning Commission Meets	1 st Wednesday, 7:00 p.m.

TOWN HALL STAFF:

Town Administrator	Eric A. Faison
Clerk-Treasurer	Heidi K. S. Napolitano
Dep. Clerk-Treas./Permit Tech	Kim Sullivan
Public Works Director	Terrance R. Bryant, Jr.
Public Works Crew	Scott Wynne
	Collin Harlow
Town Attorney	Greg Rubstello
Building Official/Plan Checker	Tom Phillips
Building Inspector	Scott Dorrance
Police Chief	Alan Correa
Fire Marshal	Derek LaFontaine
Town Planner	Bill Trimm
Town Engineer	PACE Engineers
Town Hearing Examiner	John Galt
EMERGENCY	911

TOWN COUNCIL MEMBERS:

Brian Bogen, John Brock, Andrew DeDonker, Elizabeth Mitchell, & Tom Whitson

LOCATIONS OF THE TOWN BULLETIN BOARDS:

Woodway Park Road at Algonquin Road
Woodway Park Road at Deer Creek Park
Bella Coola Road west of Makah Road

Timberlane Road at 240th Street S.W.
114th Avenue W. at 239th Place S.W.
Willowick Road, north side