

TOWN OF WOODWAY

MAYOR'S MESSAGE

OCTOBER 2 POINT WELLS PUBLIC HEARING

Join us on October 2, 6:00 pm at Town Hall

Since 1999, with the Town Council's creation of the Point Wells Advisory Committee, the Town has been planning for the potential annexation of Point Wells. Last October, Council directed staff to focus more intentionally on gathering information and identifying options that would provide Council with the ability to thoughtfully consider an annexation in 2023. This has included information on public opinion, financial considerations, potential Town liability and legal risks, and options to complete an annexation. At each Council meeting since January, staff has provided Council and the public with updates on these topics, and Council has provided residents with an opportunity to comment.

The Town has engaged the property owner regarding their vision for Point Wells, as well as the Town's potential annexation of the site. Simultaneously, we have engaged Snohomish County, the City of Shoreline, and Olympic View Water & Sewer District in negotiations on an interlocal agreement (ILA) that would provide the Town with the option of annexing Point Wells under RCW 35A.14.296. The statute provides a process through which the Town can complete the annexation of Point Wells by mutual agreement, without the property owner's consent.

Negotiations with our government partners are now complete. As a result, Council will hold a public hearing on the ILA on October 2 at 6 pm. You can find a copy of the draft ILA and additional information related to annexation on the Point Wells page of the Town's website: <https://www.townofwoodway.com/>

OPEN COUNCIL POSITION

Council Interviews will be held on

October 16 | 6:00 pm | Town Hall

Information session this Saturday! See p.2 for details

[your_government/building_and_planning/point_wells.php#](#). Testimony is being accepted in person at the public hearing or by submitting written comment. Written comments must be submitted to heidi@townofwoodway.com no later than 4:00 p.m. PST on October 2, 2023.

After hearing from the public at the meeting, Council will consider a resolution that authorizes Mayor Quinn to sign the ILA and to submit a "Notice of Intent" to annex Point Wells to the Snohomish County Boundary Review Board. If the Board authorizes the annexation, final approval of an annexation would not occur until Council holds another public hearing and approves an annexation ordinance.

If you have any questions or comments (other than written comments for the public hearing), or if you're unable to attend the Council meeting, please feel free to email me at mquinn@townofwoodway.com. Also, please feel free to check out our Point Wells Q&A, located on our Point Wells webpage.



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OPEN COUNCIL POSITION

Councilmember Brian Bogen announced his resignation at the Council's August 7 meeting. Brian was appointed to the Council in April 2019. Thank you, Brian, for your careful stewardship of Town resources and your passion for making Woodway a better place.

Residents interested in applying for this position must submit a letter of interest by **Monday, October 9, 2023**. All applicants are required to attend the regular Council meeting on **Monday, October 16, 2023, starting at 6:00**

pm, to be interviewed by the Council. The Council meeting will be held in-person at Woodway Town Hall | 23920 113th Place W. | Woodway, WA and may also be available via Teams. The new member selected by Council will serve until the November 2025 election is certified.

Visit our website to learn about the application and selection process and to find more information about being a Woodway Councilmember.

OPEN HOUSE: COUNCILMEMBER INFORMATION SESSION

September 23 | 10-11:30 am | Town Hall

Interested in Town government?
Want to help shape the future of Woodway?
There is a vacancy on the Town Council!

Councilmembers John Brock and Elizabeth Mitchell will host an informal information session Saturday 9/23, 10-11:30 am at Town Hall. Come with any and all questions about serving as a Woodway Council Member.

- How much time does it take?
- What kind of issues are involved?
- Is it interesting?

- Do I need any special qualifications?
- How is a new member chosen?
- Will I learn a lot about how local government works?

Answer: Yes!

- Will I be paid for the service?

Answer: No! All Woodway electeds serve as volunteers.

We hope to see you Saturday, 9/23, 10 am for coffee, donuts, and some good conversation. If you miss the session, please feel free to contact councilmembers or the mayor with your questions.



COFFEE WITH THE MAYOR

OCTOBER 14 | 9-10:00 AM

NOVEMBER 18 | 1-2:30 PM

Please join Mayor Mike at Town Hall for the last Coffee with the Mayor sessions for 2023. Come with any questions that you've always wanted to ask or to simply spend some time with your neighbors learning about Town government or discussing new ideas. Hope to see you there!

STORMWATER INPUT WANTED

October 14 | 10-11 am | Town Hall

The Town of Woodway is currently updating its Stormwater Comprehensive Plan and is looking for input from the public. The Plan, last updated in 2006, is a document that shapes public policy and decisions regarding stormwater regulations, identifies potential projects within the Town, as well as setting the stormwater utility rates for property owners.

The Town Engineer and Public Works staff have been working on compiling a list of possible deficiencies in

the stormwater system that may become public projects. We want to know if you are aware of problem areas throughout the Town. If you have observed any flooding of public right-of-way, erosion of public areas due to excess runoff, stormwater overtopping ditches or pipes, etc., please come to Town Hall on October 14 from 10-11 am to let our staff know about what you have observed. If you are unable to attend and would like to comment, email Public Works Director Terry Bryant at publicworks@townofwoodway.com.

BUDGET PUBLIC HEARING DATES

Interested in learning how Woodway's budget is created? The Town Council will hold three public hearings related to the 2024 budget in the coming months.

At the **October 2** council meeting, we are seeking public input on the proposed 2024 preliminary budget and the 2024 revenue sources. At the **November 6** council meeting, the public will have an opportunity to comment on the proposed 2024 final budget.

The public hearings will be held at Woodway Town Hall, 23920 113th Place W., Woodway, WA 98020. The meetings also may be broadcast via Microsoft Teams; login and phone call instructions can be found in the

calendar item for each meeting on our website: <https://www.townofwoodway.com/calendar.php>.

You are welcome to speak to the Council during the public hearing or provide written testimony, either during the public hearings or submitted prior to the public hearing to Heidi Napolitano, Clerk-Treasurer at heidi@townofwoodway.com. Comments received by noon on the day of the hearing will be provided to the Council electronically for consideration at that evening's meeting. Comments received after that deadline will be provided to the Council after the meeting.

We look forward to hearing your thoughts on Woodway's financial future.

FIRE SAFETY TIPS

Summer has become known as wildfire season. Shoreline Fire Department shared the attached tipsheet with ways to reduce the risk to residential properties.

Work on our individual properties will make Woodway more resilient and reduce overall risk of catastrophic fire events.

POLICE DEPARTMENT UPDATES

By Mike Quinn, Mayor

Don't Get Caught Speeding in Woodway

The number one issue that I've heard from residents since becoming your mayor has been a request to address speeding. It has been a primary focus of mine, and a focus of Chief Valentine since he became our chief earlier this year. As a result, our officers have been issuing substantially more tickets.

Traffic Citations - January through August			
	2021	2022	2023
Total	29	43	75

Police Staffing

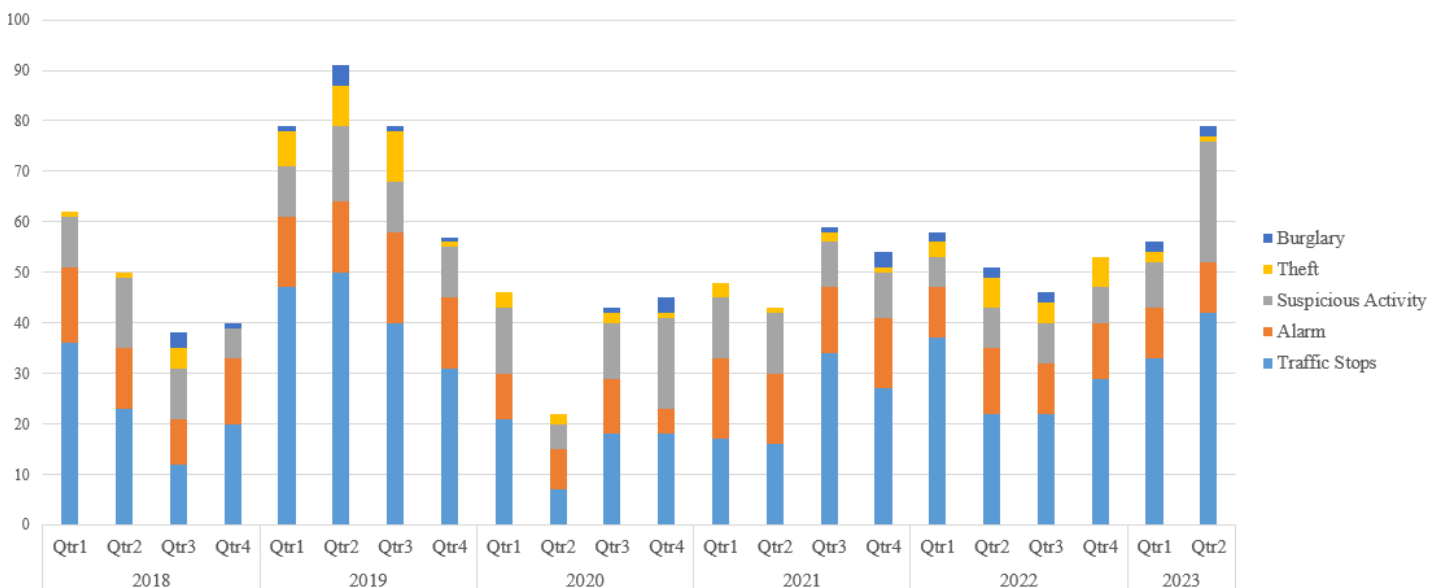
As you know, the Town has a contract for police services with the City of Edmonds. This contract provides the Town with 24/7 coverage and emergency response to significant issues. We also have five part-time officers (including our chief), who are full-time officers in Lynnwood, Edmonds, and Mountlake Terrace. Each of our officers works about 20 hours per

month, and they focus on traffic enforcement (i.e., speeding), neighborhood patrols, and nuisance issues, such as dangerous dogs, parking violations, and noise complaints. I believe that this division of responsibilities provides us with high-quality, cost-effective police services.

However, you should be aware that providing police services has become increasingly challenging. As has been the experience of employers throughout the economy, governments around the country have faced difficulties in recruiting and retaining police. Additionally, the cost of policing (including wages, benefits and insurance), has increased substantially.

Fortunately, the Town's unique arrangement has provided relative stability. But, with these macro-level (and increasingly local) staffing and financial challenges, I am concerned about our ability to maintain our police service levels and cost stability. I firmly oppose defunding our police or reducing our police coverage. As we look at a future levy to fund Town operations, I believe that we must ensure that public safety remains a top priority.

Specific Police Activity by Quarter



IMMEDIATE (NONCOMBUSTIBLE) ZONE

Why is it important to create and maintain 5 feet of noncombustible space around the exterior of a building?

Wildfire risks are on the rise, but there are ways home and business owners can take control of their vulnerabilities. Changes made to a structure and its surroundings within 100 feet can make a big impact. Research from the Insurance Institute for Business and Home Safety (IBHS) shows that the first 0 to 5 feet around the structure, known as the immediate zone or noncombustible zone, has the greatest impact on your risk. IBHS and the National Fire Protection Association® (NFPA®) recommend keeping this zone well-maintained and clear of combustible materials.

IBHS Research

The main objective of the 0-to-5-foot zone is to reduce the potential that embers landing near a building will ignite fuels and expose the area around a home to a direct flame (Figure 1). Removing anything that can ignite from embers is critically important. To verify how effective a 5-foot noncombustible zone is around a building, more than 180 tests were conducted in 2018 at the IBHS Research Center to evaluate fire behavior and heating of buildings (Figures 2a & 2b).

Key Observations

- For combustible landscaping, such as wood mulch, the thickness of the mulch bed, wind speed, and location of the flame and building all impact the potential of mulch to ignite and how quickly fire can spread to the building.
- Burning mulch generates embers that can ignite nearby mulch, increasing the chances of direct flame contact spreading to the building.
- When flames are 5 feet away, a building's surface temperature is below temperatures that could cause ignition. However, corners of a building (45-degree angles) experience a higher temperature when exposed to flames, even when a 5-foot space is present. Testing showed that corners can be more vulnerable due to fire spread through fuel (such as mulch) on the ground, because at the same wind speed, wind blowing directly at a wall (90-degree angle) will result in taller flames and more radiant heat, while wind on a corner (45-degree angle) will result in longer flames that are closer to the ground.

Recommendations

- Keep the corner areas of a building clear of combustible materials due to the higher probability of having direct flame touching the surrounding ground.
- Keep gutters free of debris and use metal gutters.
- Install hard surfaces, such as a concrete walkway, or use noncombustible mulch products, such as rock.
- Keep the lawn well irrigated and use low-growing herbaceous (non-woody) plants. Shrubs and trees are not recommended in the 5-foot zone.
- Remove dead vegetation and implement a maintenance strategy to keep the 5-foot zone clear of dead plant materials.
- Mitigating home ignition zones shouldn't stop at 5 feet from the building. It should be combined with the footprint of an attached deck and area that extends away from the building up to 100 feet or to the property line.



Figure 1 – Creating and maintaining home ignition zones (defensible space) around your property are proven ways to reduce risks of property damage during a wildfire, as tests at the IBHS Research Center have shown.



Figure 2a Experiments conducted at the IBHS Research Center to study the effectiveness of creating a noncombustible space around buildings.



Figure 2b Embers impacting a building: left side with combustible (wood) and the right with noncombustible (rock) mulch.

© Insurance Institute for Business & Home Safety

Learn More

- ▶ For online training and other resources, see nfpa.org/firewise.
- ▶ Access the latest research from IBHS at ibhs.org.



FIREWISE USA®
RESIDENTS REDUCING WILDFIRE RISKS

LEGISLATIVE UPDATE: HOUSING

By Eric Faison, Town Administrator

In our previous updates, we have noted two important bills that were approved by the State Legislature this year that will have an impact on Woodway. HB 1110 requires the Town to allow two housing units on every lot. Additionally, HB 1337 requires the Town to allow two accessory dwelling units on every lot. There are a lot of qualifications and restrictions related to these new laws. As a result, the State has given local governments until the end of 2024 to adopt implementing code provisions.

The Town's Planning Commission will be working on these provisions as part of a previously planned update to the Town's Comprehensive Plan and development regulations. These amendments will be scheduled for public hearings sometime next year. If you would like to learn more in the meantime, please see this presentation that was recently made to Council: https://www.townofwoodway.com/your_government/building_and_planning/2023-2024_comprehensive_plan_update.php. Or, feel free to contact me at eric@townofwoodway.com.

PLANNING COMMISSION NOTES

The Washington State Growth Management Act (GMA) requires local jurisdictions to update their respective comprehensive plans and development regulations every eight years. The purpose of the update is to ensure that each jurisdiction's comprehensive plan and development regulations are consistent with statutory revisions adopted by the State legislature and to address any recent changes to local land use conditions. Woodway's comprehensive plan and development regulations were last updated in 2015 and the current update process is to be completed and adopted by December 2024.

The Woodway Planning Commission is the primary body tasked with recommending updates and revisions to the comprehensive plan and any related code amendments to the Town Council. In accordance with GMA, the plan is divided into a series of mandatory elements including land use, transportation, housing, capital facilities and utilities. The Woodway plan also

includes several optional elements such as the parks, recreation and open space element, the conservation element, and the Point Wells subarea plan.

The Planning Commission began its work in June of 2022 and has been meeting for the last 15 months to review, discuss, and prepare preliminary updates to the Town's comprehensive plan. The Commission's work is following guidance by the State Dept. of Commerce who provides a comprehensive checklist and funding for local plan updates. To date, the Commission has completed its initial review of the plan with the draft document scheduled for the public review next spring. Over the next six months, the Commission will be reviewing, and where necessary, updating the Town's development regulations to implement the comprehensive plan policies and comply with recently adopted legislation. The Planning Commission meets on the first Wednesday of the month at 7 p.m. and welcomes public comments.

2023 TOWN FAIR

By Heidi K. S. Napolitano, Clerk-Treasurer

What a day! The 2023 Town Fair brought residents together on a sunny Saturday to enjoy children's activities (including the bike parade and a petting zoo), live music, and a BBQ lunch cooked and served by Woodway Councilmembers, Planning Commissioners, and other dedicated volunteers. In addition, several local organizations had information booths.

New to the 2023 Fair was a cookie baking contest - it was wildly popular, with 20 entries! Congratulations to

Drew Garfield, who won Best in Show with his classic chocolate chip cookie and to Katie Dayley for her Most Creative winner, a s'mores cookie.

The day would not be possible without the dedicated support of our sponsors, volunteers, community partners, and Town staff. Thank you all for working so hard! Everyone who attended appreciated the opportunity to meet new neighbors and catch up with old friends.



TOWN COUNCIL CORNER

General Government:

- Approved Ordinance 2023-648: WMC 3.32 – Fee Schedule.
- Approved Resolution 2023-449: Surplus Property.
- Approved Resolution 2023-450: ARPA Expenditures.
- Approved Resolution 2023-451: Fee Schedule.
- Held interviews for the vacant council position (#4) and appointed Jim Willett to fill the seat.
- Reviewed the 1st Quarter 2023 Finance Report.
- Reviewed the 2023 Annual Report.
- Reviewed and approved the updated Self-Insured Unemployment Compensation Policy.
- Held a study session - discussed housing legislation updates, Point Wells, and budget & levy timing & communication.

Land Use & Planning:

- Held several discussions and took public input at every meeting in 2023 on the possible annexation of Point Wells.
- Authorized the Mayor to execute the Second Amendment to Settlement and Interlocal Agreement with City of Shoreline.

- Reviewed the Point Wells Annexation Financial Report, as presented by Katherine Goetz, BERK Consulting.
- Reviewed the draft Interlocal Agreement with the City of Shoreline.
- Approved the Third Amendment to the Settlement and Interlocal Agreement with City of Shoreline.
- Approved the second amendment to the Snohomish County Housing and Community Development Urban County Consortium Interlocal Cooperation Agreement.

Public Works & Lands:

- Held a public hearing on the Six-Year Transportation Improvement Plan (TIP) 2024-2029.
- Approved Resolution 2023-452: Six-Year Transportation Improvement Plan (TIP) 2024-2029.
- Directed staff to install speed humps in Twin Maples.
- authorize the Mayor to execute the contract with Stripe Rite for road striping services

Public Safety:

- Held several discussions on traffic safety and traffic calming in Twin Maples.
- Heard department updates from Fire Chief Cowan and Police Chief Valentine.





TOWN OF WOODWAY

23920 113th Place West
Woodway, WA 98020

FALL 2023 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	See website for details
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 Lead	Collin Harlow
Town Attorney	Greg Rubstello
Building Official/Plan Checker	Tom Phillips
Building Inspector	Tony Hamilton
Police Chief	Jason Valentine
Fire Marshal	Ryan Burgess
Town Planner	Bill Trimm
Town Engineer	PACE Engineers
Town Hearing Examiner	John Galt
EMERGENCY	911

TOWN COUNCIL MEMBERS:

John Brock, Elizabeth Mitchell, Rajeev Thakur, & Jim Willett | Council Position #3 is vacant

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