

TOWN OF WOODWAY  
COUNCIL MEETING MINUTES

MONDAY, DECEMBER 5, 2022  
6:00 P.M.

Woodway Town Hall | 23920 113<sup>th</sup> Place W. | Woodway, WA

<b>Members Present</b>	<input checked="" type="checkbox"/> Mayor Mike Quinn*	<input checked="" type="checkbox"/> Councilmember Andrew DeDonker
	<input checked="" type="checkbox"/> Councilmember Elizabeth Mitchell	<input checked="" type="checkbox"/> Councilmember John Brock*
	<input checked="" type="checkbox"/> Councilmember Brian Bogen	<input checked="" type="checkbox"/> Councilmember Rajeev Thakur
<b>Staff &amp; Guests Present</b>	<input checked="" type="checkbox"/> Town Administrator Eric Faison*	<input checked="" type="checkbox"/> Clerk-Treasurer Heidi Napolitano
	<input type="checkbox"/> Town Attorney Greg Rubstello	<input type="checkbox"/> Town Engineer John Forba
	<input checked="" type="checkbox"/> Town Planner Bill Trimm*	<input checked="" type="checkbox"/> Public Works Director Terry Bryant*

\*Attended virtually

**CALL TO ORDER, FLAG SALUTE, ROLL CALL**

Mayor Quinn called the meeting to order at 6:01 p.m.

**PUBLIC COMMENTS**

Resident Bill Krepick referred to his recent emails about police and fire/EMS contracts.

Resident Adam Cobb requested that the Council consider allowing larger guest houses in Woodway.

**I - APPROVAL OF PAYMENTS – DECEMBER 5, 2022 CLAIMS**

*Councilmember DeDonker* moved to approve the December 5, 2022 claims checks #14006 through 14022 and EFTs #1541 through 1543 totaling \$61,438.06. *Councilmember Mitchell* seconded the motion. Discussion included the payment for the Twin Maples bioswales. The motion passed unanimously.

**I - APPROVAL OF PAYMENTS – NOVEMBER 2022 PAYROLL**

*Councilmember Brock* moved to approve the November 2022 payroll transactions #1508 through 1526 totaling \$62,898.51. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

**II - APPROVAL OF MINUTES – NOVEMBER 21, 2022 MINUTES**

*Councilmember Mitchell* moved to approve the November 21, 2022 council meeting minutes. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

### **III - COUNCIL REPORTS**

#### *Councilmember Mitchell*

- Visited the bioswales in Twin Maples after a large rain event and they seemed to be working correctly.
- Shared that she would attend the upcoming Snohomish County Cities meeting and asked if anyone else would attend. Mayor Quinn confirmed that he would be there as well.

#### *Councilmember DeDonker*

- Commented on the bioswales in Twin Maples.
- Thanked a resident for his traffic calming suggestions for Twin Maples and asked Public Works to consider installing poles.

*Councilmember Thakur* requested that low hanging branches along Woodway Park Road be cut back.

#### *Councilmember Brock*

- Thanked a resident for his traffic calming suggestions for Twin Maples.
- Shared that the Snohomish County Sheriff's Office crime data portal was live and he would share a link.

### **IV - MAYOR'S REPORT**

- Wrote a letter to Woodway's state legislative delegation requesting funding for sewer installation in Twin Maples.
- A Twin Maples community meeting would be scheduled for January to discuss speeding.
- The Woodway Whisper was recently mailed out to residents.
- Suggested having the Planning Commission study the guest house/ADU size question that was brought up during public comment.

### **V - TOWN ADMINISTRATOR'S REPORT**

- Public Works Director Bryant shared speeding data collected in the Twin Maples neighborhood. Discussion followed.

### **VI - ORDINANCE 2022-645: 2022 BUDGET AMENDMENT**

Clerk-Treasurer Napolitano presented Ordinance 2022-645: 2022 Budget Amendment and shared that the proposed ordinance was substantially similar to the version reviewed at the previous meeting. Discussion followed. The consensus of the Council was to insert the words, "Subject to the same approval process as other expenditures" at the end of the first Whereas clause.

**ACTION:**

*Councilmember DeDonker* moved to adopt Ordinance 2022-645: 2022 Budget Amendment with the inclusion of the additional language. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

**VII - REAPPOINT PLANNING COMMISSIONERS LISA MARQUART AND JOHN RETTENMIER**

Mayor Quinn shared that the terms of Planning Commissioners Lisa Marquart and John Rettenmier would expire at the end of 2022. After discussion with the two Commissioners and the Planning Commission Chair, Mayor Quinn reappointed them for another four-year term and asked the Council to confirm the reappointments.

**ACTION:**

*Councilmember Bogen* moved to confirm the reappointment of Planning Commissioners Lisa Marquart and John Rettenmier. *Councilmember Mitchell* seconded the motion. The motion passed unanimously.

**VIII - AMENDMENT TO PROSECUTION SERVICES CONTRACT**

Town Administrator Faison presented the amendment to Prosecution Services Contract, extending the term for one year through the end of 2023 and allowing time to issue a request for qualifications in 2023.

**ACTION:**

*Councilmember Bogen* moved to authorize the mayor to execute the amendment to Prosecution Services Contract with Zachor, Stock, & Krepps, Inc., P.S. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

**IX - COMPREHENSIVE PLAN UPDATE – DIRECTION TO PLANNING COMMISSION RE: AFFORDABLE HOUSING**

Town Planner Bill Trimm reviewed the memo, which outlines changes to state law. Mr. Trimm asked that the Council give direction to the Planning Commission to discuss the changes and make recommendations to update the Town’s municipal code. Discussion followed including whether the proposed motion language was broad enough to allow the Planning Commission to study other options and whether the Town should consider changes to codes related to ADUS before the comprehensive plan update is completed.

**ACTION:**

*Councilmember Mitchell* moved to direct the Planning Commission to consider various options to “plan for and accommodate” affordable housing, including a potential amendment providing for the development and rental of ADUs. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

**X - COMPREHENSIVE PLAN UPDATE – GRANT CONTRACT**

Clerk-Treasurer Napolitano presented the grant contract and explained that the grant money would be allocated to the required comprehensive plan update work currently underway.

**ACTION:**

*Councilmember DeDonker* moved to authorize the Town Administrator to execute the grant contract with Washington State Department of Commerce for the first year (fiscal year 2023) of the GMA Periodic Update Grant. *Councilmember Thakur* seconded the motion. The motion passed unanimously.

**XI - RESOLUTION 2022-444: PAYMENT PROCEDURES**

Clerk-Treasurer Napolitano presented Resolution 2022-444: Payment Procedures, which outlines payment procedures when invoices need to be paid outside the regular process. A brief discussion followed.

**ACTION:**

*Councilmember Bogen* moved to approve Resolution 2022-444: Payment Procedures. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

**PUBLIC COMMENTS**

Resident Tom Whitson suggested that the Council take public input before sending the ADU question to the Planning Commission.

Resident Diane Cashman commented on bioswales in Twin Maples.

**GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS**

*Councilmember Mitchell* requested that resident Adam Cobb forward the information he presented during his public comment to the Council.

There was a brief discussion of Councilmember attendance.

**ADJOURNMENT**

*Councilmember Bogen* moved to adjourn the meeting. *Councilmember DeDonker* seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:20 p.m.

Respectfully Submitted,

**APPROVED BY THE TOWN COUNCIL**

  
Heidi K. S. Napolitano, Clerk-Treasurer

  
Michael S. Quinn, Mayor

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