

**TOWN OF WOODWAY  
COUNCIL MEETING MINUTES**

**MONDAY, NOVEMBER 6, 2023  
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 type="checkbox"/> Councilmember Rajeev Thakur
	<input checked="" type="checkbox"/> Councilmember Elizabeth Mitchell	<input checked="" type="checkbox"/> Councilmember Jim Willett
	<input checked="" type="checkbox"/> Councilmember John Brock	<input checked="" type="checkbox"/> Councilmember Steve Mitchell
<b>Staff &amp; Guests Present</b>	<input checked="" type="checkbox"/> Town Administrator Eric Faison	<input checked="" type="checkbox"/> Clerk-Treasurer Heidi Napolitano
	<input checked="" type="checkbox"/> Public Works Director Terry Bryant*	<input type="checkbox"/> Town Engineer John Forba
	<input type="checkbox"/> Police Chief Jason Valentine	<input type="checkbox"/> Fire Chief Matt Cowan
	<input type="checkbox"/> Town Planner Bill Trimm	<input type="checkbox"/> Town Attorney Greg Rubstello

\*Attended virtually

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

Mayor Quinn called the meeting to order at 6:12 p.m. Councilmember Rajeev Thakur was absent.

**PUBLIC COMMENTS**

The following people commented:

- |                                |  |
|--------------------------------|--|
| • Resident John Barnett        | • Resident Murph Morrill                 |
| • Resident Sean McConnell      | • Richmond Beach Resident Tom McCormick  |
| • Resident Lisa Ellstrom-Bauer | • Resident Tim Cashman                   |
| • Resident Diane Cashman       | • Port of Edmonds Commissioner Jay Grant |
| • Resident Lynda Tripp         |  |

The following subjects were addressed:

- Traffic calming in Twin Maples
- A request that the Town install Flock Security cameras at the Town's entrances
- Public safety and its relation to the Town's budget
- Bioswales in Twin Maples
- Point Wells
- Port of Edmonds budget and capital projects

### **III - PUBLIC HEARING: FINAL 2024 BUDGET**

Mayor Quinn opened the public hearing at 6:38 pm. He presented the proposed 2024 Final Budget and shared that there were not many changes from the version presented at the October 2 meeting. Mayor Quinn also gave a brief explanation of the stormwater utility fund.

The following people commented:

- Bill Krepick
- Buck Jorgensen
- Diane Cashman
- Tim Cashman
- Tom McCormick
- Carla Nichols

The following subjects were addressed:

- Police department expenses
- Public Works department expenses
- The cost of the bioswales installed in Twin Maples
- Budget management
- Whether revenues & expenses related to potential annexation of Point Wells were included in the budget/forecast
- REET Fund use
- A resident request to build access to the gazebo from the Town Hall front yard

Council discussion included:

- Public safety services costs and levels of service
- Traffic calming options and potential costs
- Using volunteers to build the requested access to the gazebo
- Requesting more information on Flock cameras

Mayor Quinn closed the public hearing at 7:15 pm.

### **IV - APPROVAL OF PAYMENTS – NOVEMBER 6, 2023 CLAIMS**

*Councilmember E. Mitchell* moved to approve the November 6, 2023 claims checks #14339 through 14353 and EFT #1477 totaling \$27,108.26. *Councilmember Brock* seconded the motion. The motion passed unanimously.

### **II - APPROVAL OF PAYMENTS – OCTOBER 2023 PAYROLL**

*Councilmember Willett* moved to approve the October 2023 payroll EFT transactions #14385 through 1455 totaling \$61,098.52. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

### **III - APPROVAL OF MINUTES – SEPTEMBER 18, 2023 MINUTES**

*Councilmember E. Mitchell* moved to approve the September 18, 2023 council meeting minutes. *Councilmember Willett* seconded the motion. The motion passed unanimously.

### **III - APPROVAL OF MINUTES – OCTOBER 2, 2023 MINUTES**

*Councilmember Brock* moved to approve the October 2, 2023 council meeting minutes. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

### **III - APPROVAL OF MINUTES – OCTOBER 16, 2023 MINUTES**

*Councilmember Willett* moved to approve the October 16, 2023 council meeting minutes. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

### **III - APPROVAL OF MINUTES – OCTOBER 27, 2023 SPECIAL MEETING MINUTES**

*Councilmember E. Mitchell* moved to approve the October 27, 2023 council special meeting minutes. *Councilmember Brock* seconded the motion. The motion passed unanimously.

### **IV - COUNCIL REPORTS**

*Councilmember E. Mitchell* referred to two recent meetings she was unable to attend.

### **V - MAYOR'S REPORT**

- Shared updates related to the Port of Edmonds.
- Shared updates related to the City of Edmonds: red light cameras and fire service.
- Reminded the council of the upcoming Coffee with the Mayor.

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

- Clerk-Treasurer Napolitano shared that the Temporary Records Management Assistant position had been filled and the new employee would start on November 8.

### **VII - TWIN MAPLES SPEED HUMPS – BID REVIEW**

Public Works Director presented the bid review memo. Council discussed the cost, the proposed project, and Town-wide traffic calming tactics. The consensus of the Council was to create Town-wide traffic calming policies.

#### **ACTION:**

*Councilmember Willett* moved to reject the bid from Granite Construction Company. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

### **VIII - 3<sup>RD</sup> QUARTER 2023 FINANCE REPORT**

Clerk-Treasurer Napolitano presented the 3<sup>rd</sup> Quarter 2023 Finance Report.

### **IX - CASH HANDLING POLICY**

Clerk-Treasurer Napolitano presented the draft Cash Handling Policy.

**ACTION:**

*Councilmember E. Mitchell* moved to adopt the Cash Handling Policy. *Councilmember Willett* seconded the motion. The motion passed unanimously.

**X - DEPT. OF COMMERCE GRANT CONTRACT FOR COMPREHENSIVE PLAN UPDATE: 2023-2024**

The contract was not ready for review. Postponed to the next meeting.

**PUBLIC COMMENTS**

Resident Alan Doman commented on traffic in the Twin Maples neighborhood.

**GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS**

Council discussed the need to schedule a study session for January. They also discussed Point Wells and how to communicate with residents about the potential Point Wells annexation.

**ADJOURNMENT**

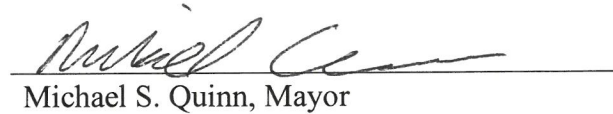
*Councilmember Brock* moved to adjourn the meeting. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:17 p.m.

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.)