

**TOWN OF WOODWAY
COUNCIL MEETING AGENDA**

**TUESDAY, JANUARY 3, 2023
6:00 P.M.**

Woodway Town Hall | 23920 113th Place W. | Woodway, WA

6:00 P.M.		Call to Order, Flag Salute, & Roll Call
6:00 P.M.		Public Comments*
6:05 P.M.	I	Ratify Previously Approved Payments – <i>December 19, 2022 Claims Approval of Payments –2022 Claims, January 3, 2023 Claims, December 2022 Payroll</i>
6:10 P.M.	II	Approval of Minutes – <i>December 5, 2022</i>
6:15 P.M.	III	Council Reports
6:20 P.M.	IV	Mayor’s Report
6:25 P.M.	V	Town Administrator’s Report
6:30 P.M.		Public Comments*
6:35 P.M.		General Council Discussion – Choice of Subjects
6:40 P.M.		Adjournment

Council agendas are subject to change before or during the council meetings upon motion. All times are approximate.

**Anyone with a disability requiring special accommodations or anyone wishing to make a public comment for this meeting via video or audio connection should contact the Town Clerk's Office at Town Hall or call (206)542-4443 before 1:00 p.m. the Thursday preceding the Council Meeting. For TDD relay service, call (206)587-5500, or outside the Seattle area #1-800-833-6388.*



TOWN OF WOODWAY
CLAIMS APPROVAL

“I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due, and unpaid obligation against the Town of Woodway, Snohomish County, Washington, and that I am authorized to authenticate and certify to said claims.”

Clerk Treasurer

The following transactions are approved for 2022 payment:

Claims checks #14023 through 14043.....\$19,186.59

This 19th day of December 2022.

Mayor

Councilmember

Councilmember

Councilmember



TOWN OF WOODWAY
CLAIMS APPROVAL

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Clerk Treasurer

The following transactions are approved for 2022 payment:

Claims checks #14044 through 14050 and EFT #1652\$12,666.57

This 30th day of December 2022.

Mayor

Councilmember

Councilmember

Councilmember

*The three largest charges on the credit card bill are:

1. Dog waste bags: \$456.54
2. AED supplies: \$419.90
3. Fuel: \$611.67 (PD - \$129.81, PW - \$481.86)



TOWN OF WOODWAY
CLAIMS APPROVAL

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Clerk Treasurer

The following transactions are approved for 2023 payment:

Claims checks #14051 through 14057\$18,065.69

This 3rd day of January 2023.

Mayor

Councilmember

Councilmember

Councilmember

*Note: One large item is being paid

- \$17,614.27 for yearly municipal software subscription



TOWN OF WOODWAY
PAYROLL APPROVAL

“I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due, and unpaid obligation against the Town of Woodway, Snohomish County, Washington, and that I am authorized to authenticate and certify to said claims.”

Clerk-Treasurer

The following December 2022 Payroll transactions, for 6.75 FTE, are approved for 2022 payment:

EFT transactions #1585 through 1587 and 1631 through 1661.....\$76,798.60

This 31st day of December 2022

Mayor

Councilmember

Councilmember

Councilmember

* There were 0 comp time hours accrued in December 2022

Heidi K. S. Napolitino

From: Mike Quinn
Sent: Friday, December 9, 2022 1:01 PM
To: Heidi K. S. Napolitino
Subject: FW: Today's presentation at SEC: Another Link Construction Update
Attachments: Presentation - Link projects in Construction and Risk Assessment Update 12-08-22.pdf

Can you please include this in our next council packet as information only. This is a sound transit update.

Mike

From: Ashlie-Vinke, Erik <erik.ashlie-vinke@soundtransit.org>
Sent: Thursday, December 8, 2022 3:45 PM
To: Ashlie-Vinke, Erik <erik.ashlie-vinke@soundtransit.org>
Subject: Today's presentation at SEC: Another Link Construction Update

Hello again everyone,

As a follow up to my email to you all yesterday, I am sending along the presentation that was presented at the System Expansion Committee earlier today. After undertaking a thorough risk analysis, we outlined two possible scenarios to Board members for their consideration. More work and Board direction are required before we can set reliably updated opening timeframes. [A blog post by Sound Transit CEO Julie Timm](#) reflects the analysis undertaken so far and, at a general level, what the opening timing could look like under two different scenarios.

In the meantime, work is continuing to progress on the Lynnwood Link extension. The pace of construction will remain unchanged while the Board considers next steps. Please don't hesitate to reach out with questions. We'll keep you posted as the discussions with the Board continue. Thank you!

Erik Ashlie-Vinke
Government & Community Relations Manager – North Corridor
Sound Transit
Mobile 425-298-3795

From: Ashlie-Vinke, Erik <erik.ashlie-vinke@soundtransit.org>
Sent: Wednesday, December 7, 2022 2:39 PM
To: Ashlie-Vinke, Erik <erik.ashlie-vinke@soundtransit.org>
Subject: Tomorrow: Another Link Construction Update

Good afternoon. In our efforts to keep you current about delays in the start of service on our four major light rail projects currently under construction (**East Link, Federal Way Link, Lynnwood Link and Downtown Redmond Link**), I am writing to let you know that tomorrow we will be updating the Board's System Expansion Committee (SEC) about the work done to assess the schedule and cadence of opening the four projects – and we will also share disappointing news that **Hilltop Tacoma Link**, which was scheduled to open in the first quarter of 2023, will also be delayed. Because all five of these projects have important federal partnerships, we want to keep you updated.

Tomorrow, we will provide a construction update to the Committee on the four projects and our programmatic assessment of possible timelines for opening them – focused on opening as much regional rail service as quickly as possible, with safety and quality remaining our top priorities. Staff will walk the Committee through some options for opening the projects in a different order than previously planned. In addition, we will talk about an option to open a portion of East Link earlier – the segment between South Bellevue Station and Redmond Technology Station. As you may recall, our construction challenges on East Link are on the east and west approaches to the I-90 bridge, so a shorter segment that avoids these areas is the focus of this analysis. A similar update will be presented to the full Board next Thursday (12/15). The Board will not be taking any action this month, and we anticipate doing further analysis to ensure the Board has enough information about benefits and trade-offs to set new opening dates.

On **Hilltop Tacoma Link**, an accumulation of construction quality challenges has used up our project float (or schedule cushion). The construction is almost complete, but as we began testing the system last week in preparation for service early next year, we identified some construction issues that we are working to assess and address. Unfortunately, with this latest development and the depletion of our schedule float, the project opening will be delayed. Because this concern is only a few days old, and we have work to do to identify our solution, I will be back in touch with additional information.

Disappointing news is not fun to share, but we want to keep you current on these important regional investments – and underscore the agency’s commitment to open them as quickly as possible when we have confidence that the service will be safe and reliable. Below is a link to the SEC meeting, in case you want to tune in.

As always, please don’t hesitate to reach out to me with questions or concerns.

Erik Ashlie-Vinke

Government & Community Relations Manager – North Corridor
Sound Transit
Mobile 425-298-3795

Connect with us!



Here is the information on accessing the SEC meeting:

Webinar topic:

12/8 System Expansion Committee Meeting

Date and time:

Thursday, Dec 8, 2022 1:30 pm | (UTC-08:00) Pacific Time (US & Canada)

Join link:

<https://soundtransit.webex.com/soundtransit/j.php?MTID=m7ff837abb5f7d4162279d9bbb84bf412>

Webinar number:

2480 409 7745

Webinar password:

Agency (243629 from phones)

Join by phone

+1-415-655-0001 US Toll

Access code: 248 040 97745



Update on Link projects in construction and Programmatic QRA

*System Expansion Committee
12/08/22*



Why we're here

Update on Link projects in construction:

- What we learned through Programmatic Quantitative Risk Assessment (QRA)
- What it means for project sequencing and opening timeframes
- Next steps

Briefing only, no action required today.

How we got here

Original sequence

Mid 2023: East Link

Mid 2024: Lynnwood

Late 2024: Federal Way

Late 2024: Downtown Redmond

Summer/Fall 2022

Project-level construction risks and delays,
project-level QRAs, programmatic QRA.

Key takeaways

East Link challenges will **delay access to Operations & Maintenance Facility East** and require rethinking project **opening timeframes and sequencing**.



Why is OMF East access important?



Pieces of the puzzle

- Cascading effects of East Link no longer being ready first.
- Lynnwood will now finish construction first.
- Federal Way projected to finish last.
- Activation timelines should avoid using same staff and resources on multiple projects at once.
- Safely and reliably activating high-quality projects requires:
 - Four months of pre-revenue service after construction is completed.
 - Two months of activation close-out after a project opens before beginning pre-revenue service on the next project.

= A minimum six-month window between project openings

Finding the best project sequencing

- Best opportunity for opening projects soonest is **in order of finishing construction**: Lynnwood, East Link, Downtown Redmond, Federal Way.
- Keeping East Link first to wait for OMF East access would mean Lynnwood sitting finished and unused for many months.
- Combining East Link and Downtown Redmond into one opening could create efficiency while allowing enough time to address quality issues.
- Opening Federal Way last allows additional time for new design approach and construction without affecting other projects.

Possible opening timeframes, re-sequenced

Link extension	Possible opening timeframe
Lynnwood	Summer/Fall 2024
East Link & Downtown Redmond	Spring 2025
Federal Way	Too soon to identify. Contractor negotiations underway.

Could part of East Link open earlier?

- East Link construction issues affect some areas more than others.
- An “East Link Starter Line” service potentially feasible from South Bellevue Station to Redmond Technology Station.
- Why South Bellevue?
 - Proximity of a crossover track.
 - Separation from I-90 construction would reduce any conflict between East Link Starter Line service and ongoing corrective rework.

East Link Starter Line benefits & challenges

Benefits

- More stations open when ready (about one year before East Link).
- Would allow us to open a very complex, long line in two parts.
- Puts OMF East **into** service sooner.

Challenges

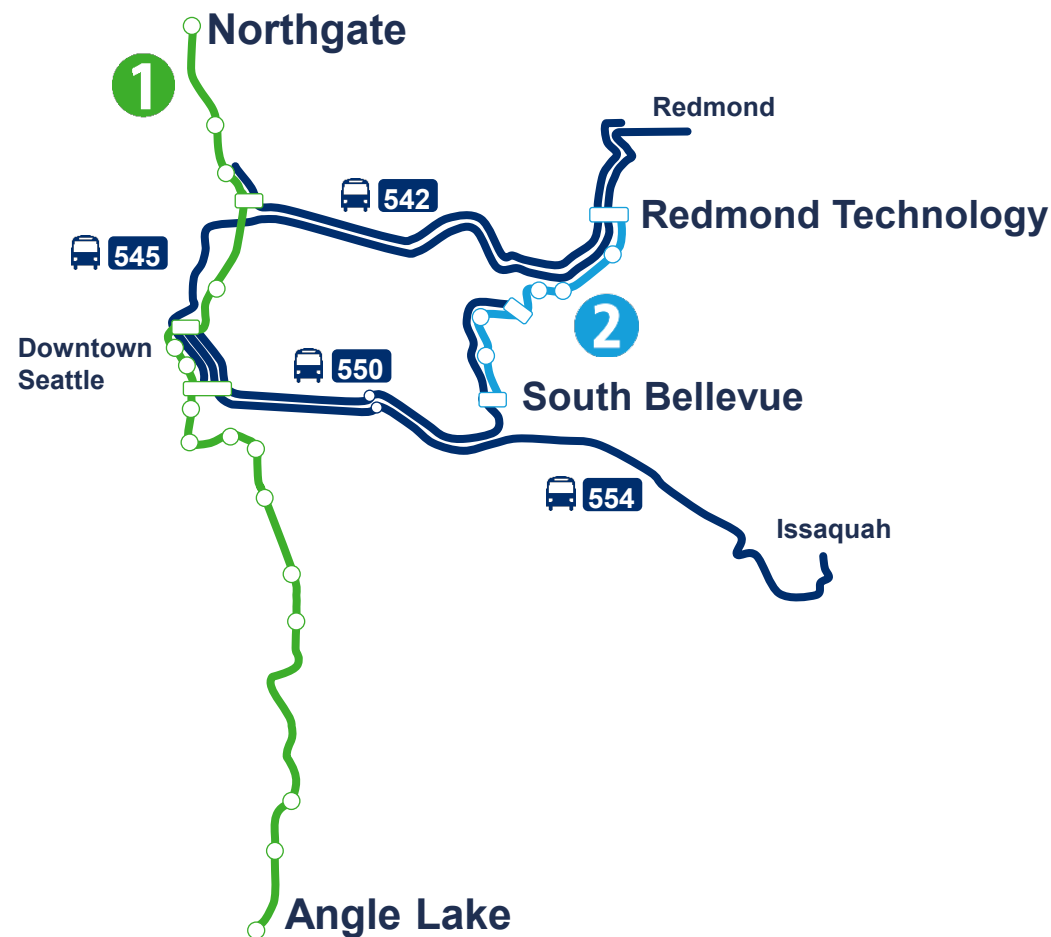
- Compared to previous scenario, adds an additional opening sequence to overall program.
- Would push Lynnwood Link opening back by approximately one quarter.

Possible opening timeframes with East Link Starter Line

Link extension	Possible opening timeframe
East Link Starter Line	Spring 2024
Lynnwood	Fall/Winter 2024
East Link & Downtown Redmond	Spring 2025
Federal Way	Too soon to identify. Contractor negotiations underway.

East Link Starter Line potential operations

Existing **1**Line: Northgate to Angle Lake
Starter **2**Line: Redmond Technology to South Bellevue



Headways	2Line	1Line	
Peak Hour	10 min	8 min	
Off-Peak/Weekend	10 min	10 min	
Early/Late	15 min	15 min	
What will it take?	Starter 2Line	1Line	Total
Vehicles	16-24	87	103-111
Operators	33	77	110
Platform hours	50,000	115,000	165,000

No bus service changes assumed

Challenges, risks for both opening scenarios

Opening Lynnwood Link without access to OMF East

- Must find overnight storage for about 16 vehicles along main line.
- Potential overcrowding on the 1 Line until full East Link line opens.
- New rail cars commissioning slower rate than expected.

Project-level construction risks

- East Link plinth reconstruction schedule.
- Federal Way Link design and construction of the long-span bridge structure.

Most significant programmatic risk for openings

Skilled labor, operator and maintenance worker shortages

- Need to double current hiring rate to meet system needs.
- Sector-wide and regionwide concern.
- Could add up to six months to each opening if not resolved.

Next steps

- Monitor projects for risks that could affect schedule.
- Refine project timeframes and provide updates as construction advances, coordinating with regional and federal partners.
- Actively engage with partners at all levels to address hiring challenges.
- Update the Board again in January and seek Board direction on whether to advance the East Link Starter Line.

What questions do we need to answer?

Thank you.



 *soundtransit.org*



Town of Woodway
November 2022
Investment Transaction Report

Investment Type	Transaction Type	Transaction Date	Amount
LGIP	Net Interest	11/30/2022	\$ 2,626.79