

TOWN OF WOODWAY
COUNCIL MEETING AGENDA

MONDAY, APRIL 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 Approval of Payments – *April 3, 2023, Claims; March 2023 Payroll*
- 6:10 P.M. II Approval of Minutes – *March 20, 2023*
- 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. VI Point Wells Public Discussion
- 6:40 P.M. VII Second Amendment to Settlement and Interlocal Agreement with City of Shoreline
- 6:45 P.M. VIII Council Appointment Process
- 6:55 P.M. Public Comments*
- 7:00 P.M. General Council Discussion – Choice of Subjects
- 7:05 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 2023 payment:

Claims checks #14151 through 14165 and EFTs #421 & 467\$165,243.18

This 3rd day of April 2023.

Mayor

Councilmember

Councilmember

Councilmember

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

1. Monthly Microsoft licenses: \$409.41
2. Annual report webinar: \$140.00
3. Fuel: \$332.52 (PD - \$103.09, PW - \$229.43)

*Note: one large item is being paid

- \$152,689.78 for the Q.2 2023 Fire/EMS



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 March 2023 Payroll transactions, for 6.75 FTE, are approved for 2023 payment:

EFT transactions #443 through 462.....\$71,743.19

This 31st day of March 2023

Mayor

Councilmember

Councilmember

Councilmember

* There were 1.75 comp time hours accrued in March 2023

**TOWN OF WOODWAY
COUNCIL MEETING MINUTES**

**MONDAY, MARCH 20, 2023
6:00 P.M.**

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

- | | | |
|-----------------------------------|---|--|
| Members Present | <input checked="" type="checkbox"/> Mayor Mike Quinn* | <input checked="" type="checkbox"/> Councilmember John Brock |
| | <input checked="" type="checkbox"/> Councilmember Elizabeth Mitchell | <input checked="" type="checkbox"/> Councilmember Rajeev Thakur* |
| | <input checked="" type="checkbox"/> Councilmember Brian Bogen | <input type="checkbox"/> Vacant Council Position |
| Staff & Guests Present | <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 checked="" type="checkbox"/> Town Engineer Ken Nilsen* |
| | <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 6:01 p.m.

PUBLIC COMMENTS

Mayor Quinn gave a brief introduction to the different public comment periods and the role of public comment during a Council meeting.

Resident Jim Willett commented on the turtles to be installed in Twin Maples.

Resident Bill Krepick referred to his written public comment and shared concerns about communication and Twin Maples.

I - TWIN MAPLES STORMWATER OVERFLOW PROJECT

Town Administrator Faison shared a brief history of the stormwater system in Twin Maples. Discussion included lessons learned/what could have been done differently, the volume of water involved in the December 2022 storms, what intensity of storm the facility was designed to accommodate, and the usefulness and environmental importance of bioswales.

The Town's Engineer, Ken Nilsen, recommended no further action related to the bioswale overflow. He suggested waiting until the recent project was complete and plantings have matured before reevaluating whether additional projects are needed.

II - POINT WELLS PUBLIC DISCUSSION

Mayor Quinn gave a brief introduction. The following people commented:

- Bill Krepick
- Henry Veldman
- Margaret Evans
- Ron Trompeter
- Chris Wyrick
- Krystal Garfield
- Blake Garfield

The following topics were discussed:

- The analysis being prepared by BERK Consulting.
- Whether there is community support for the proposed annexation.
- Parameters reviewed by the Boundary Review Board during an annexation decision.
- Neighborhood impacts of a potential development.
- Thanks to the Council for the opportunities for public input.
- Environmental concerns.
- Retaining local control of the development process through annexation.
- Traffic concerns.
- Litigation.
- Timeline for the next few months.
- The need to look beyond the financial impacts.
- Secondary access.

III - APPROVAL OF PAYMENTS – MARCH 20, 2023 CLAIMS

Councilmember Mitchell moved to approve the March 20, 2023 claims checks #14142 through 14150 totaling \$74,537.57. *Councilmember Brock* seconded the motion. The motion passed unanimously.

IV - APPROVAL OF MINUTES – MARCH 6, 2023 MINUTES

Councilmember Bogen moved to approve the March 6, 2023 council meeting minutes. *Councilmember Mitchell* seconded the motion. The motion passed unanimously.

V - COUNCIL REPORTS

Councilmember Brock attended the recent WRIA-8 meeting and noted that he would be attending three meetings in the upcoming week.

Councilmember Bogen shared information from a recent Snohomish County drug summit.

Councilmember Mitchell:

- Reported on the recent Policy Advisory Board meeting, where they recommended awarding HUD money to various Snohomish County housing projects.
- Reported on the recent Sno911 meeting and their upcoming projects.

Councilmember Thakur would be attending a conference focused on using housing as a tool for economic development.

VI - MAYOR'S REPORT

- Marysville passed a new ordinance related to increasing arrests for public drug use paired with additional assistance.
- Reported on the recent Conservation Futures meeting.
- Shared recent conversations with other mayors about the housing bills currently under consideration at the state legislature.

VII - TOWN ADMINISTRATOR'S REPORT

- Not much has changed in the progress of the housing bills currently under consideration at the state legislature.
- Gave an update on conversations with other agencies regarding the possible annexation.

VIII - COUNCIL APPOINTMENT PROCESS

Mayor Quinn reviewed the councilmember selection process document. The council chose an application deadline of April 12 and to hold interviews at the April 17 meeting. Staff will send out a postcard to all residents, include the call for candidates in the upcoming Whisper, and post the vacancy on the Town's website.

PUBLIC COMMENTS

Resident Carla Nichols shared her support for Point Wells annexation.

GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS

Councilmember Bogen asked if parking by commercial vehicles at Deer Creek Park could be addressed.

ADJOURNMENT

Councilmember Bogen moved to adjourn the meeting. *Councilmember Brock* seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:47 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.)

Town of Woodway
January 2023
Investment Transaction Report

Investment Type	Transaction Type	Transaction Date	Amount
LGIP	Net Interest	1/31/2023	\$ 3,196.76

Town of Woodway
February 2023
Investment Transaction Report

Investment Type	Transaction Type	Transaction Date	Amount
LGIP	Net Interest	2/28/2023	\$ 2,480.99
LGIP	Transfer to checking	2/7/2023	\$ 200,000.00

**SECOND AMENDMENT OF THE SETTLEMENT AND INTERLOCAL
AGREEMENT BETWEEN THE CITY OF SHORELINE AND THE
TOWN OF WOODWAY**

THIS SECOND AMENDMENT OF SETTLEMENT AND INTERLOCAL AGREEMENT (“Second Amendment”) is made and entered by and between the City of Shoreline (“Shoreline”) and the Town of Woodway (“Woodway”) and is effective as of the last date signed. Shoreline and Woodway are each a “City” and collectively, the “Cities” to this Second Amendment.

WHEREAS, on October 7, 2019, the Shoreline City Council and the Woodway Town Council, at their respective meetings, authorized the execution of the *Settlement and Interlocal Agreement Between City of Shoreline and Town of Woodway* and was last amended on April 21, 2020 (hereinafter collectively referred to as the “SILA”); and

WHEREAS, the purpose of the SILA was in part to formulate future intergovernmental agreements for the provision of services and facilities and mitigation of impacts for annexation and redevelopment of Point Wells; and

WHEREAS, Section III(A) of the SILA, Woodway was to initiate annexation of Point Wells within three (3) years after availability of a statutorily authorized method of annexation without property owner consent; and

WHEREAS, the Washington State Legislature enacted RCW 35A.14.296, effective June 11, 2020, which authorized a process that would allow Woodway and Snohomish County to jointly initiate an annexation for Point Wells by interlocal agreement as contemplated by the SILA, thus Woodway was required to initiate annexation by June 11, 2023; and

WHEREAS, because sole access to Point Wells is through Shoreline, on January 30, 2023, pursuant to RCW 35A.14.296, Woodway provided notice to Shoreline that it had begun the process of annexation by interlocal agreement and, provided to Shoreline a draft interlocal agreement between Woodway and Snohomish County; and

WHEREAS, on February 1, 2023, Shoreline provided written notice of its intent to be a party to that interlocal agreement and, therefore, pursuant to RCW 35.14.296(2), Shoreline must be included as a party in order for the proposed interlocal annexation to proceed; and

WHEREAS, the Cities desire to extend the deadline by which Woodway is required to initiate annexation pursuant to the SILA in order to provide additional time to review and discuss the draft interlocal agreement to ensure an intergovernmental cooperation process is in place to adequately and timely address and mitigate the extra-jurisdictional impacts related to the use and development of Point Wells; and

WHEREAS, this Second Amendment extends the SILA time period for Woodway to effectuate an annexation of Point Wells.

NOW THEREFORE, in consideration of the foregoing recitals, which are incorporated herein as if fully set forth below, and the terms and provisions contained herein, Shoreline and Woodway agree as follows:

Section 1. Prior Agreement and Intent of Amendment. The *Settlement and Interlocal Agreement Between City of Shoreline and Town of Woodway*, as last amended on April 21, 2020, is hereby amended as provided in Section 2, effective immediately. Except as expressly set forth herein, all other terms and conditions of that Agreement remain in full force and effect.

Section 2. Amendment. *Settlement and Interlocal Agreement Between City of Shoreline and Town of Woodway* Section III A. 2 is hereby amended to read as follows:

2. If Woodway fails to file a notice of intent to annex Point Wells with the Boundary Review Board (if such a notice is legally required) or to adopt an annexation ordinance (if Boundary Review Board approval is not required) within three (3) years from the date of a direct petition or ~~within three (3) years after the availability of a statutorily authorized method of annexation without the property owner's consent becomes legally available, (whichever occurs first)~~ by September 10, 2023, then Shoreline may seek annexation of Point Wells under any method legally available to Shoreline. Should this occur, there shall be no requirement of a resolution of Woodway's Town Council and, upon Shoreline providing a notice to Woodway of Shoreline's desire to annex Point Wells, Sections II(A) and (B) of this ILA shall become immediately null and void, and upon receipt of such notice Woodway shall fully support Shoreline's annexation as set forth in subsection (1) of this section above.

Section 3. Authority. Each individual signing below hereby represents and warrants that each is duly authorized to execute and deliver this Second Amendment to the Agreement on behalf of the City for which each is signing and, that such City is bound by the terms contained in this Second Amendment.

CITY OF SHORELINE

TOWN OF WOODWAY

By:

By:

City Manager

Mayor

Date: _____

Date: _____

Approved as to form:

Approved as to form:

City Attorney

Town Attorney

TOWN OF WOODWAY

COUNCILMEMBER APPOINTMENT PROCESS

- A. Anyone interested in applying for the vacant Council seat must submit a letter of interest to the Town Council. In addition to the letter of interest, applicants may submit written responses, which should be no more than 1 page, to two of the questions in “B” below. Applicants will be asked to discuss the questions in “B” orally during the interview process. Written responses are entirely optional. All letters of interest and written responses are due **April 12, 2023**. Please email them to heidi@townofwoodway.com.
- B. The questions below will be addressed during the oral interviews conducted by the full Council. Applicants may choose to respond in writing to not more than two of the questions prior to the meeting. Written responses are optional. Please limit responses to one page total.
1. Why do you want to serve on the Town Council?
 2. What experiences, talents or skills would you bring to the Council and the community that you would like to highlight?
 3. What do you feel are the top two issues that the Town is facing today?
 4. How would you deal with a circumstance where you did not vote for/support a decision approved by your Council colleagues?
- C. Applicant Interviews (Held during regular Council meeting on **April 17, 2023**)
1. Mayor will open the interviews and explain the process: interviews, possible Council executive session, open discussion by the Council, and then voting during the public meeting. Applicants will be encouraged to leave the Council chambers during other applicants’ interviews.
 2. Applicants will be interviewed in alphabetical order of their last name.
 3. Questions for all applicants:
 - a. Town Council actions or decisions are not always popular with residents. How would you handle a phone call from a resident who is angry with the decision made?
 - b. Follow up questions that may arise from each applicant’s written questionnaire. This may or may not occur, depending on the applicant’s responses.

4. Characteristics that Council may be looking for in an applicant:

- Good fit with existing Councilmembers & Town staff
- Interest in learning about new issues
- Fiscal stewardship
- Strategic thinker
- Sense of community
- Sensitive to Woodway's place/standing in Snohomish County
- Aware of "grey areas," complexities of issues

D. Once all the interviews are completed, Council will adjourn to Executive Session to discuss what characteristics and strengths have been demonstrated that are important in making a selection. Individual applicants' qualifications can be discussed but no polling is allowed.

E. Council returns to regular session to take nominations and vote.

1. Councilmembers will be called in Council position number order to nominate candidates.
2. After all nominations have been made, the Council will discuss the qualifications of the nominated candidates.
3. After the discussion, the nominees will be considered in the order in which they were nominated. The first applicant with the three or more votes constitutes a majority and is therefore elected to fill the Council vacancy.

F. In the event that no candidate receives three votes, the Mayor will ask the Councilmembers to discuss the qualifications of the candidates receiving the highest number of votes. Then another vote would be taken in the same order as the original voting, including only the candidates that received the highest number of votes.

TOWN OF WOODWAY COUNCIL POSITION VACANCY



Town of Woodway
23920 113th Place W.
Woodway, WA 98020

The recent resignation of Councilmember Andrew DeDonker has opened position #4 on the Town Council. The Council would like to appoint a resident to this open position at the **April 17, 2023** meeting.

Residents interested in applying for this position must submit their application by **Wednesday, April 12, 2023**. All applicants are required to attend the **Monday, April 17, 2023** meeting to be interviewed by the Council. The Council meeting will be held both virtually via Teams and in-person at Woodway Town Hall | 23920 113th Place W. | Woodway, WA



Use this QR code or visit www.townofwoodway.com for application instructions and more information about being a Woodway Councilmember. Questions can be directed to Mayor Mike Quinn via email at mayor@townofwoodway.com.

TOWN COUNCIL VACANCY

Looking for
Immediate
Replacement

«first name»«last name»

or Current Resident

«street address house number»«street
address street»

«City/State/Zip»

«Mailing Name»

«mailing address house number»«mailing
address street»«mailing address unit
number»