

TOWN OF WOODWAY  
COUNCIL MEETING AGENDA

MONDAY, MARCH 18, 2024  
6:00 P.M.

Woodway Town Hall | 23920 113<sup>th</sup> 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 – <i>March 18, 2024 Claims</i>       |
| 6:10 P.M. | II  | Approval of Minutes – <i>February 20, 2024</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. | VI  | Ordinance 2024-655: 2021 I-Codes Adoption                 |
| 6:40 P.M. | VII | 4 <sup>th</sup> Quarter 2023 Finance & Investment Reports |
| 6:45 P.M. |     | Public Comments*  |
| 6:50 P.M. |     | General Council Discussion – Choice of Subjects           |
| 6:55 P.M. |     | Meeting Ends  |

*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 2024 payment:

Claims checks #14468 through 14476.....\$67,245.91

This 18<sup>th</sup> day of March 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\*Note: one large item is being paid

- \$61,035.22 for Q.2 2024 Police Contract Services

TOWN OF WOODWAY  
COUNCIL MEETING MINUTES

TUESDAY, FEBRUARY 20, 2024  
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 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 6:02 p.m.

**PUBLIC COMMENTS**

The following people commented:

- Resident Bill Krepick

The following subjects were addressed:

- Recent written public comments

**II - APPROVAL OF PAYMENTS – FEBRUARY 20, 2024 CLAIMS**

*Councilmember Brock* moved to approve the February 20, 2024 claims checks #14445 through 14459 totaling \$14,456.60. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

**III - APPROVAL OF MINUTES – JANUARY 16, 2024 MINUTES**

*Councilmember E. Mitchell* moved to approve the January 16, 2024 council meeting minutes. *Councilmember Willett* seconded the motion. The motion passed unanimously.

**II - APPROVAL OF MINUTES – FEBRUARY 5, 2024 SPECIAL MEETING MINUTES**

*Councilmember Willett* moved to approve the February 5, 2024 council special meeting minutes. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

## **II - APPROVAL OF MINUTES – FEBRUARY 5, 2024 MEETING MINUTES**

*Councilmember Brock* moved to approve the February 5, 2024 council meeting minutes. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

## **III - COUNCIL REPORTS**

*Councilmember Brock:*

- Shared that he fielded a ROW question from a neighbor.
- A recent news article included information on Woodway’s Middle Housing Grant award.
- Reminded residents that it was time for backflow testing, as needed.
- Thanked the Public Works Department for their recent work.

*Councilmember E. Mitchell:*

- Commented on resident requests/comments.

## **IV - MAYOR’S REPORT**

- Commented on resident requests/comments.

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

- Public Works Director Bryant
  - Shared information on the current speed data collection project. Discussion followed.
  - Reminded everyone that the play area was closed for cleaning until further notice.
- Shared that April 20 is the tentative date for the upcoming community meeting.
- Gave several updates related to Point Wells.
- Addressed questions about Public Works staff and additional issues.

## **VI - MIDDLE HOUSING GRANT CONTRACT WITH WA DEPT OF COMMERCE**

Clerk-Treasurer Napolitano presented the grant contract for updating our codes related to the recent middle housing legislative mandates. The work is required to be done, whether or not the Town accepts the grant money. Discussion followed.

### **ACTION:**

*Councilmember Brock* moved to authorize the Mayor to execute the Middle Housing Grant Contract with WA Dept of Commerce and make the associated expenditures. *Councilmember Thakur* seconded the motion. The motion passed unanimously.

## **VII - ORDINANCE 2024-653: WMC 1.04.100 – SCRIVENER’S ERRORS**

Clerk-Treasurer Napolitano presented Ordinance 2024-653: WMC 1.04.100 – Scrivener’s Errors, which would authorize the Clerk-Treasurer and Town Attorney to correct certain minor errors in codes, ordinances, and resolutions without bringing them back to Council.

### **ACTION:**

*Councilmember E. Mitchell* moved to adopt Ordinance 2024-653: WMC 1.04.100 – Scrivener’s Errors. *Councilmember Willett* seconded the motion. The motion passed unanimously.

**VIII - ORDINANCE 2024-654: WMC 11.01 - STORM AND SURFACE WATER UTILITY - CODE UPDATE**

Town Administrator Faison presented Ordinance 2024-654: WMC 11.01 - Storm and Surface Water Utility - Code Update, which would move fees out of the code into the fee schedule and providing for an annual increase in fees.

**ACTION:**

*Councilmember E. Mitchell* moved to adopt Ordinance 2024-654: WMC 11.01 - Storm and Surface Water Utility - Code Update. *Councilmember Brock* seconded the motion. The motion passed unanimously.

**IX - RESOLUTION 2024-457: FACILITY USE POLICY UPDATE**

Clerk-Treasurer Napolitano presented Resolution 2024-457: Facility Use Policy Update, which would clarify which fees are eligible for reimbursement in the case of a cancellation and would make a few housekeeping changes.

**ACTION:**

*Councilmember Willett* moved to adopt Resolution 2024-457: Facility Use Policy Update. *Councilmember Thakur* seconded the motion. The motion passed unanimously.

**X - RESOLUTION 2024-458: CREDIT/PURCHASING CARD POLICY UPDATE**

Clerk-Treasurer Napolitano presented Ordinance Resolution 2024-458: Credit/Purchasing Card Policy Update, which would separate the policies from the procedures, add language based on the recommendation of the Washington State Auditor's Office, make housekeeping changes, and add a section that addresses delivery locations.

**ACTION:**

*Councilmember Brock* moved to adopt Resolution 2024-458: Credit/Purchasing Card Policy Update. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

**XI - RESOLUTION 2024-459: ASSET MANAGEMENT POLICY UPDATE**

Clerk-Treasurer Napolitano presented Resolution 2024-459: Asset Management Policy Update, which would separate the policies from the procedures, update the definition and value of small & attractive assets, increase the thresholds for various disposal options, and merge the previous surplus policy into this policy.

**ACTION:**

*Councilmember Willett* moved to adopt Resolution 2024-459: Asset Management Policy Update. *Councilmember S. Mitchell* seconded the motion. The motion passed unanimously.

**XII - RESOLUTION 2024-460: FEE SCHEDULE UPDATE**

Clerk-Treasurer Napolitano presented Resolution 2024-460: Fee Schedule Update, which incorporated several updates:

- Housekeeping updates
- Building, clearing & grading, and tree management permit fees
- Moved stormwater utility charges and capital facility charges from code into fee schedule, updated fees, and added a category for the Urban Village zone district (that substantially mirrors the county's rates)
- Fire permit fees

**ACTION:**

*Councilmember Brock* moved to adopt Resolution 2024-460: Fee Schedule Update. *Councilmember Willett* seconded the motion. The motion passed unanimously.

**XIII - RESOLUTION 2024-461: RESERVE POLICY UPDATE**

Town Administrator Faison presented Resolution 2024-461: Reserve Policy Update, which updates the Town's reserve policy and creates multiple reserves to mitigate several possible circumstances.

**ACTION:**

*Councilmember Willett* moved to adopt Resolution 2024-461: Reserve Policy Update. *Councilmember E. Mitchell* seconded the motion. The motion passed unanimously.

**PUBLIC COMMENTS**

The following people commented:

- Jay Grant, Port of Edmonds Commissioner
- Resident Bill Krepick

The following subjects were addressed:

- Emergency/disaster management planning
- Middle housing
- Recent written public comments

**XIV - GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS**

- How/when to bring back the speed discussion back for a future agenda.
- Study session scheduling.

**MEETING ENDS**

*Councilmember E. Mitchell* moved to end the meeting. *Councilmember Brock* seconded the motion. The motion passed unanimously. The meeting ended at 7:53 p.m.

Respectfully Submitted,

**APPROVED BY THE TOWN COUNCIL**

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Heidi K. S. Napolitano, Clerk-Treasurer

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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.)

# MEMORANDUM

To: Mayor Quinn, Council Members, and Planning Commissioners  
From: Bill Trimm, FAICP Town Planner  
Subject: 2023 Planning Commission Annual Report  
Date: February 21, 2023

**Background:** Woodway Municipal Code 2.20.070 requires the Planning Commission to prepare a report for the Town Council each year about the activities undertaken by the Commission in the previous year. Thus, pursuant to the code, the activities of the Planning Commission for 2023 are presented below.

## **2023 Planning Commission Activities:**

### *Planning Commission Meetings*

The Planning Commission had a busy 2023 with eight meetings that were conducted both in-person and virtually on the Town's website. The major work product of the Commission in 2023 was the update to the Town's comprehensive plan and development regulations. The periodic update is required by the state Growth Management Act and includes recent legislative amendments related to comprehensive plans and official controls. The following is a summary of the 2023 meetings.

At the February 1<sup>st</sup> meeting, Commissioner Per Odegaard was re-elected chairperson and Commissioner Marquart elected vice chairperson. The Commission reviewed information from the Snohomish County Housing Needs Report that will be used in updating the town's housing element and received an informative presentation on the County housing status by Chris Collier of the Snohomish County Housing Alliance.

At the March 1<sup>st</sup> meeting, the Commission reviewed housing and population data that will inform the revisions to the housing element. The Commission also discussed the recent state legislation related to "middle housing" and the implications for Woodway.

The Commission reviewed draft elements of the Housing and Capital Facilities/Utilities for the updated comprehensive plan at the May 3<sup>rd</sup> and July 5<sup>th</sup> meetings. Staff also presented a

preliminary draft of floodplain regulations for Commission review and noted that further work would be necessary if the Town Council moved forward with the annexation of Point Wells.

At the September 6<sup>th</sup> meeting, the Commission reviewed recommendations from the state Department of Fish and Wildlife (DFW) related to fish and wildlife conservation and habitat areas. Staff introduced suggested revisions to the Conservation Element and the Town's critical area regulations to address DFW recommendations.

The October 4<sup>th</sup> and November 1<sup>st</sup> meetings dealt with the introduction and discussion of revisions to the Town's Shoreline Master Plan (SMP). Staff presented suggested revisions to address the GMA amendment that now require local SMPs be incorporated into the comprehensive plan together with the regulatory section revisions to include uses allowed by the underlying zoning district.

At the final meeting of the year, the Commission reviewed and approved a memorandum suggesting that the Town Council reconsider action on a previous Planning Commission resolution related to prohibition of short-term rentals. The Commission also moved to recommend amending the Planning Commission bylaws to change the regular meeting day and time to the third Wednesday of the month at 6:00 pm.

### ***Development Activity***

No development activity came before the Commission in 2023.

end



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**MEMO**

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**TO:** MAYOR MIKE QUINN, WOODWAY COUNCILMEMBERS  
**FROM:** TOM PHILLIPS, BUILDING OFFICIAL  
**SUBJECT:** 2021 I-CODES ADOPTION  
**DATE:** MARCH 15, 2024  
**CC:** ERIC FAISON, TOWN ADMINISTRATOR

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Greetings Mayor & Councilmembers,

The attached ordinance adopting the 2021 ICC construction codes is ready for review and action by the Council. It has taken more than a year to prepare because the State has delayed the adoption of the construction codes twice. They have finally settled on an adoption date of March 15, 2024. The Town is required to enforce the construction codes after March 15<sup>th</sup> whether they have been adopted or not. I am recommending that you adopt the proposed code changes as soon as possible.

One other code-related item: you may remember hearing about the Wildland-Urban Interface code that has been created in recent years. Its adoption has been delayed again by the State, so you will see the proposed language at a future meeting, after final approval by the State.

# TOWN OF WOODWAY

## ORDINANCE 2024-655

AN ORDINANCE OF THE TOWN OF WOODWAY AMENDING TITLE 12 OF THE WOODWAY MUNICIPAL CODE RELATED TO BUILDINGS AND CONSTRUCTION; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND AUTHORIZING SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the Town has, pursuant to its municipal authority, adopted certain Codes as adopted and amended by the State of Washington, as the Building Codes of the Town; and

WHEREAS, those Codes are generally adopted and amended by the State of Washington every three years pursuant to the provisions of RCW 19.27;

WHEREAS, certain Codes were recently amended by the State of Washington, thus it is appropriate for the Town to update its Municipal Code accordingly;

NOW, THEREFORE, the Town Council of the Town of Woodway does hereby ordain as follows:

Section 1. WMC Section 12.05.020 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

### **12.05.020 SCOPE.**

This chapter establishes the administrative, organizational and enforcement rules and regulations for the technical codes which regulate site preparation and construction, alteration, moving, demolition, repair, use and occupancy of buildings, structures and building service equipment within the corporate limits of the Town. The provisions of this chapter shall apply to the administration of the following technical codes:

- A. ~~20212018~~ International Building Code--Chapter 51-50 WAC;
- B. ~~20212018~~ International Residential Code--Chapter 51-51 WAC;
- C. ~~20212018~~ International Mechanical Code--Chapter 51-52 WAC;
- D. ~~20212018~~ National Fuel Gas Code (NFPA 54)--Chapter 51-52 WAC;
- E. ~~20202017~~ Liquefied Petroleum Gas Code (NFPA 58)--Chapter 51-52 WAC;
- F. ~~20212018~~ International Fuel Gas Code--Chapter 51-52 WAC;
- G. ~~20212018~~ Uniform Plumbing Code--Chapters 51-56 and 51-57 WAC;
- H. ~~20212018~~ Washington State Energy Code--Chapters 51-11C and 51-11R WAC;
- I. ~~20212018~~ International Existing Building Code--WAC 51-50-480000;
- J. ~~20212018~~ International Swimming Pool and Spa Code--WAC 51-50-3109 and 51-51-0329;

K. Woodway Property Maintenance Code--Chapter 12.30 of this code.

Section 2. WMC Section 12.05.050 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

**12.05.050 INTERNATIONAL RESIDENTIAL CODE - SCOPE AND GENERAL REQUIREMENTS.**

The provisions of the International Residential Code for one- and two-family dwellings shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of detached one- and two-family dwellings, adult family homes, and townhouses not more than three stories in height with separate means of egress and their accessory structures not more than three stories above grade plane in height.

Exceptions:

- A. Live/work units located in townhouses and complying with the requirements of Section ~~508.5 419~~ of the International Building Code shall be permitted to be constructed in accordance with the International Residential Code for one- and two-family dwellings. Fire suppression required by Section ~~508.7 419.5~~ of the International Building Code where constructed under the International Residential Code for one- and two-family dwellings shall conform to Appendix U.
- B. Owner-occupied lodging houses with one or two guestrooms shall be permitted to be constructed in accordance with the International Residential Code for one- and two-family dwellings.
- C. Owner-occupied lodging homes with three to five guestrooms shall be permitted to be constructed in accordance with the International Residential Code for one- and two-family dwellings where equipped with a fire sprinkler system in accordance with Appendix U.
- D. A care facility with five or fewer persons receiving custodial care within a dwelling unit shall be permitted to be constructed in accordance with the International Residential Code for One- and Two-Family Dwellings where equipped with an automatic fire sprinkler system in accordance with Appendix U.
- E. A care facility with five or fewer persons receiving medical care within a dwelling unit shall be permitted to be constructed in accordance with the International Residential Code for One- and Two-Family Dwellings where equipped with an automatic fire sprinkler system in accordance with Appendix U.
- F. A care facility with five or fewer persons receiving care that are within a single-family dwelling shall be permitted to be constructed in accordance

with the International Residential Code for One- and Two-Family Dwellings where equipped with an automatic fire sprinkler system in accordance with Appendix U.

Section 3. WMC Section 12.05.075 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

**12.05.075: ENERGY - SCOPE.**

The provisions of the Washington State Energy Code shall apply to all matters governing the design and construction of buildings for energy efficiency. Residential sleeping units, Group I-1, Condition 2 assisted living facilities licensed by Washington state under chapter 388-78A WAC and Group I-1, Condition 2 residential treatment facilities licensed by Washington state under chapter 246-337 WAC shall utilize the commercial building sections of the energy code regardless of the number of stories of height above grade plane. ~~References in the commercial energy code to Group R shall include Group I-1, Condition 2 assisted living facilities licensed by Washington State under Chapter 388-78A WAC and Group I-1, Condition 2 residential treatment facilities licensed by Washington State under Chapter 246-337 WAC.~~ Building areas that contain Group R sleeping units, regardless of the number of stories in height, are required to comply with the commercial sections of the energy code. Where a building includes both residential building and commercial building portions, each portion shall be separately considered and meet the applicable provisions of the WSEC - Commercial or WSEC - Residential Provisions.

Section 4. WMC Section 12.05.076 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

**12.05.076 EXISTING STRUCTURES - SCOPE.**

The provisions of the International Existing Building Code shall apply to matters governing the repair, alteration, change of occupancy, addition to and relocation of existing structures.

Exception:

Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories above grade plane in height with a separate means of egress, and their accessory structures not more than three stories above grade plane in height, shall comply with this cod or the International Residential Code.

Section 5. WMC Section 12.06.020 is hereby amended (additions shown by underline, deletions shown by ~~strike-through~~) to read as follows:

**12.06.020 INTERNATIONAL BUILDING CODE.**

The ~~2018-2021~~ Edition of the International Building Code, as published by the International Code Council, as adopted and amended by the Washington State Building Code Council in Chapter 51-50 WAC, is adopted by reference with the following additions, deletions, and exceptions:

- A. Chapter 1, Scope and Administration, is not adopted and the Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in place of IBC Chapter 1, Scope and Administration.
- B. ICC/ANSI A117.1-2009, Requirements for Accessible and Useable Buildings and Facilities, is adopted by reference.
- C. Grading shall comply with Chapter 16.08 of this code, Clearing and Grading.

Section 6. WMC Section 12.06.025 is hereby amended (additions shown by underline, deletions shown by ~~strike-through~~) to read as follows:

**12.06.025 INTERNATIONAL RESIDENTIAL CODE.**

- A. The ~~2018-2021~~ Edition of the International Residential Code (IRC), as published by the International Code Council, as adopted and amended by the State Building Code Council and as published in Chapter 51-51 WAC, is adopted by reference with the following additions, deletions, and exceptions:
  - 1. Chapter 1, Part 2, Administration and Enforcement, is not adopted and the Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in place of IRC Chapter 1, Part 2, Administration and Enforcement.
  - 2. Chapters 11 and 25 through 43 of the International Residential Code are not adopted.
  - 3. The energy code is regulated by Chapter 51-11R WAC.
  - 4. The plumbing code is regulated by Chapter 51-56 WAC.
  - 5. The standards for liquefied petroleum gas installations shall be ~~2017~~ 2020 NFPA 58 (Liquefied Petroleum Gas Code) and ~~2018-2021~~ NFPA 54 (National Fuel Gas Code).
  - 6. All other fuel gas installations shall be regulated by the International Mechanical Code and International Fuel Gas Code.
  - 7. Appendix F, Radon Control Methods; Appendix Q, Tiny ~~Homes~~Houses; and Appendix U, Dwelling Unit Fire Sprinkler Systems, are adopted.

7.8.Exceptions.

a. The provisions of this code do not apply to temporary growing structures used solely for the commercial production of horticultural plants including ornamental plants, flowers, vegetables, and fruits. "Temporary growing structure" means a structure that has the sides and roof covered with polyethylene, polyvinyl, or similar flexible synthetic material and is used to provide plants with either frost protection or increased heat retention. A temporary growing structure is not considered a building for purposes of this code.

a.b. The provisions of this code do not apply to the construction, alteration, or repair of temporary worker housing except as provided by rule adopted under RCW Chapter 70.114A or RCW Chapter 37, Laws of 1998 (SB 6168). "Temporary worker housing" means a place, area, or piece of land where sleeping places or housing sites are provided by an employer for their employees or by another person, including a temporary worker housing operator, who is providing such accommodations for employees, for temporary, seasonal occupancy, and includes "labor camps" under RCW 70.54.110.

B. Table R301.2(4), Climatic and Geographic Design Criteria, is amended to read as follows:

**TABLE R301.2**  
**CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA**

<b><u>GROUND SNOW LOAD<sup>a</sup></u></b> <b><u>(psf)</u></b>	<b><u>WIND DESIGN</u></b>				<b><u>SEISMIC DESIGN CATEGORY</u></b>	<b><u>SUBJECT TO DAMAGE FROM</u></b>			<b><u>ICE BARRIER UNDER-LAYMENT REQUIRED</u></b>	<b><u>FLOOD HAZARD<sup>e</sup></u></b>	<b><u>AIR FREEZING INDEX</u></b>	<b><u>MEAN ANNUAL TEMP</u></b>
	<b><u>Speed<sup>b</sup></u></b> <b><u>(mph)</u></b>	<b><u>Topographic effects<sup>c</sup></u></b>	<b><u>Special wind region</u></b>	<b><u>Windborne debris zone</u></b>		<b><u>Weathering<sup>d</sup></u></b>	<b><u>Frost line depth</u></b>	<b><u>Termite</u></b>				
25	110	Yes	No	No	D2	Moderate	12 inches	Slight to Moderate	No	NA	113	49° F
<b><u>MANUAL J DESIGN CRITERIA</u></b>												
<b><u>Elevation</u></b>	<b><u>Altitude correction factor</u></b>	<b><u>Coincident wet bulb</u></b>		<b><u>Indoor winter design dry-bulb temperature</u></b>	<b><u>Indoor winter design dry-bulb temperature</u></b>	<b><u>Indoor winter design dry-bulb temperature</u></b>	<b><u>Outdoor winter design dry-bulb temperature</u></b>	<b><u>Heating temperature difference</u></b>				
203 feet	0.99	64° F		72° F	82° F	24° F	48° F					
<b><u>Latitude</u></b>	<b><u>Daily Range</u></b>	<b><u>Indoor summer design relative humidity</u></b>		<b><u>Summer design gains 50% RH</u></b>	<b><u>Indoor summer design dry-bulb temperature</u></b>	<b><u>Outdoor summer design dry-bulb temperature</u></b>	<b><u>Cooling temperature difference</u></b>					
47.79°	Medium	68%		5	75° F	83° F	8° F					

a. This is the minimum roof snow load. When using this snow load it will be left to the engineer's judgment whether to consider drift or sliding snow. However, rain on snow surcharge of 5 psf must be considered for roof slopes less than 5 degrees.

- b. The basic wind speed is determined from the basic wind speed map in Figure R301.2(2). Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.
- c. Topographic effects (Wind Speed-up Kzt factor) shall be determined on a site-specific basis in accordance with Section R301.2.1.5.
- d. Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code. The grade of masonry units shall be determined from ASTM C34, C55, C62, C73, C90, C129, C145, C216 or C652.
- e. The Town of Woodway participates in the National Flood Insurance Program (NFIP); Regular Program (No Special Flood Hazard Area). Further NFIP participation information: CID 530083, Initial FHBM Identified 06/28/74, Initial FIRM Identified 05/16/95, Current Effective Map Date (NSFHA), Reg-Emer Date 06/30/97, 53033C0654G effective 8/19/2020.

IRC Table R301.2(1)

Climatic and Geographic Design Criteria

Roof Snow Load <sup>a</sup> (psf)	Wind Design				Seismic Design Category	Flood Hazard <sup>e</sup>	
	Speed <sup>b</sup> (mph)	Topographic Effects <sup>e</sup>	Special wind region	Wind-borne debris zone			
25	110	Yes	No	No	D2	N.A.	
Subject To Damage From			Outdoor Design Temp (F)- Heat/Cool	Ice Barrier Underlayment Required	Air Freezing Index	Mean Annual Temp	
Weathering <sup>d</sup>	Frost Line Depth	Termite					
Moderate	12 inches	Slight to Moderate	82/24	No	113	49	
Manual J Design Criteria							
Elevation	Latitude	Winter Heating	Summer Cooling	Altitude Correction Factor	Indoor Design Temperature	Design Temperature Cooling	Heating Temperature Difference
203 feet	47.79 N	72°F max	75°F min	0.99	72°F	75°F	48°F
Cooling Temperature Difference	Wind Velocity Heating	Wind Velocity Cooling	Coincident Wet-Bulb	Daily Range	Winter Humidity	Summer Humidity	
8°F	N.A.	N.A.	64	Medium	75%	68%	

a.—This is the minimum roof snow load. When using this snow load it will be left to the engineer's judgment whether to consider drift or sliding snow. However, rain on snow surcharge of five psf must be considered for roof slopes less than five degrees.

- ~~b.—The one hundred ten miles per hour ultimate design wind speed (three second gust) as adopted by the 2018 IRC/ASCE 7-10 (or, if using the IBC for structural design, the ninety eight miles per hour basic design wind speed as adopted by the 2018 IBC/ASCE 7-16) may be used.~~
- ~~c.—Wind exposure category and topographic effects (wind speed up Kzt factor) shall be determined on a site specific basis by the Engineer of Record (components and cladding need not consider topographic effects unless otherwise determined by the Engineer of Record).~~
- ~~d.—Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code. The grade of masonry units shall be determined from ASTM C 34, C 55, C 62, C 73, C 90, C 129, C 145, C 216 or C 652.~~
- ~~e.—The Town of Woodway participates in the National Flood Insurance Program (NFIP); Regular Program (No Special Flood Hazard Area). Further NFIP participation information: CID 530083, Initial FHBM Identified 06/28/74, Initial FIRM Identified 05/16/95, Current Effective Map Date (NSFHA), Reg Emer Date 06/30/97, 53033C0654G effective 8/19/2020.~~

C. Grading shall comply with Chapter 16.08 of this code, Clearing and Grading.

Section 7. WMC Section 12.08.010 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

**12.08.010 INTERNATIONAL MECHANICAL CODE.**

The ~~2018-2021~~ Edition of the International Mechanical Code, as published by the International Code Council, as amended by the Washington State Building Code Council and as published in Chapter 51-52 WAC, as now or hereafter amended, is adopted with the following additions, deletions, and exceptions:

- A. Chapter 1, Part 2, Administration and Enforcement, is not adopted and the Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in place of IMC Chapter 1, Part 2, Administration and Enforcement.
- B. The installation of fuel gas distribution piping and equipment, fuel gas-fired appliances and fuel gas-fired appliance venting systems shall be regulated by the International Fuel Gas Code.
- C. Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories high with separate means of egress and their accessory structures shall comply with the International Residential Code.
- D. The standards for liquefied petroleum gas installations shall be the ~~2017~~ 2020 Edition of NFPA 58 (Liquefied Petroleum Gas Code) and the ~~2018~~ 2021 Edition of ANSI Z223.1/NFPA 54 (National Fuel Gas Code).



Section 8. WMC Section 12.09.010 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

**12.09.010 UNIFORM PLUMBING CODE AND UNIFORM PLUMBING CODE STANDARDS.**

The ~~2018-2021~~ Edition of the Uniform Plumbing Code, as published by the International Association of Plumbing and Mechanical Officials, as amended by the Washington State Building Code Council and as published in Chapters 51-56 and 51-57 WAC, is adopted with the following additions, deletions, and exceptions:

- A. Chapter 1, Administration, is not adopted and the Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in place of UPC Chapter 1, Administration.
- ~~A.B.~~ Chapters 12 and 14 of the Uniform Plumbing Code are not adopted. Provided, that those requirements of the Uniform Plumbing Code relating to venting and combustion air of fuel-fired appliances as found in Chapter 5 and those portions of the code addressing building sewers are not adopted.
- ~~B.C.~~ The following appendices of the ~~2018-2021~~ Edition of the Uniform Plumbing Code as adopted and amended by the State Building Code Council in Chapter 51-57 WAC, as published by the International Association of Plumbing and Mechanical Officials, are also adopted by reference:
  - 1. Appendix A, Recommended Rules for Sizing the Water Supply System;
  - 2. Appendix B, Explanatory Notes on Combination Waste and Vent Systems;
  - 2.3. Appendix C, Alternate Plumbing Systems, excluding Sections C303.3, C304.0 through C601.9;
  - 4. Appendix I, Installation Standards;:-
  - 3.5. Appendix M, Peak Water Demand Calculator.

Section 9. WMC Section 12.10.010 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

**12.10.010 INTERNATIONAL EXISTING BUILDING CODE.**

The ~~2018-2021~~ International Existing Building Code (IEBC) is included in the adoption of the International Building Code as provided by IBC Section 101.4.7 and amended in WAC 51-50-480000, with the following additions, deletions, and exceptions:

- A. Chapter 1, Part 2, Administration, is not adopted and the Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in place of IEBC Chapter 1, Part 2, Administration.

- B. Appendix A, Guidelines for the Seismic Retrofit of Existing Buildings, is also adopted by reference.
- C. Detached one- and two-family dwellings ~~and multiple single family dwellings (townhouses)~~ not more than three stories above grade plane in height with a separate means of egress, and their accessory structures not more than three stories above grade plane in height, shall comply with this code or the International Residential Code. Provided, that the Washington State Energy Code and shall be regulated by their respective provisions for existing buildings.

Section 10.WMC Chapter 12.13 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

### **CHAPTER 12.13: FIRE CODE**

Sections:

- 12.13.010 International Fire Code.
- 12.13.020 Copy on file.
- 12.13.030 Amendments and exceptions to the Fire Code.

#### **12.13.010 INTERNATIONAL FIRE CODE.**

The ~~2018-2021~~ Edition of the International Fire Code (IFC), as published by the International Code Council, as amended by the Washington State Building Code Council, and as published in Chapter 51-54A WAC, as now or hereafter amended, is adopted including reference standards of the National Fire Protection Association and Appendix Chapters B and C.

#### **12.13.020 COPY ON FILE.**

At least one copy of the adopted edition of the International Fire Code shall be on file in the office of the Town Clerk.

#### **12.13.030 AMENDMENTS AND EXCEPTIONS TO THE FIRE CODE.**

The following sections of the ~~2018-2021~~ IFC have been added, amended, deleted, or replaced as follows:

##### **A. Section 103.1.2, Department of Fire Prevention.**

There is established in the Town a Fire Marshal, as designated by the Mayor, who shall implement, administer, and enforce the provisions of this code.

##### **B. Section 104.8, Modifications.**

1. The Fire Marshal shall have the authority to modify any of the provisions of the IFC or this chapter on written application by the owner, lessee, or ~~his~~their duly authorized agent when there are practical difficulties in carrying out the strict letter of the code. Approved modifications, including alternative materials and methods, shall observe the spirit of the code, preserve fire- and life-safety, secure the public health, and do

substantial justice. A signed copy of approved modifications shall be promptly given to the applicant.

2. Details of actions granting modifications and related interpretations shall be recorded and preserved in the records of the Department of Fire Prevention to aid in conformance and uniform application of related codes, ordinances, and standards.

C. Section 104.10.1, Assistance from other agencies.

Police and other enforcement agencies shall have the authority to render necessary assistance in the investigation of fires, hazardous conditions, and enforcement of the life safety provisions of this code when requested by the Fire Marshal.

D. Section 105.1.1, Permits required.

Permits required by this code and regulated by the Town shall be issued by the Fire Marshal or building department personnel with concurrence of the Fire Marshal. Permit fees adopted by Town Council shall be paid prior to permit issuance. Permits shall be kept at the designated premises indicated and be readily available for fire and Town personnel.

E. Section 105.3.1, Expiration. ~~This section is restated as written below:~~

An operational permit shall remain in effect until reissued, renewed, or revoked, or for such a period of time as specified in the permit. Construction permits issued under this chapter shall expire per WMC 12.05.255. Operational permits are not transferable and any change in occupancy, operation, tenancy, or ownership shall require that a new permit be issued.

F. Section 109, Board of appeals.

All references to the Board of Appeals shall be deemed to refer to the Hearing Examiner system of Chapter 2.56 of this code. The Hearing Examiner shall have no authority relative to interpretation of the administrative provisions of this code nor shall the Hearing Examiner be empowered to waive requirements of this code.

G. Section 110.4, Violation penalties. Section 110.4 of the International Fire Code is replaced by Section 1.12.010.

H. Section 202, Definitions.

1. Whenever the term "Fire Code Official" is used in the IFC, it shall mean the Fire Marshal as designated by the Mayor.
2. Whenever the term "Chief Appointing Authority" or "Fire Chief" is used in the IFC, it shall mean the Fire Chief for the Town of Woodway, as designated by the Mayor.
3. Whenever the word "municipality" or "jurisdiction" is used in the IFC, it shall mean the Town of Woodway.
4. Whenever the term "legal representative of the jurisdiction" is used in the IFC, it shall mean the Attorney for the Town of Woodway.
5. Wherever the term "the Police Department" is used in the IFC, it shall mean the Woodway Police Department.

- I. Section 503, Fire apparatus access roads. The following sections are adopted as published in the IFC. The Washington State amendments to these sections are not adopted.
  - 1. Section 503.1, Where required.
  - 2. Section 503.1.1, Buildings and facilities.
  - 3. Section 503.1.2, Additional access.
  - 4. Section 503.1.3, High-piled storage.
  - 5. Section 503.2, Specifications.
  - 6. Section 503.3, Marking.
  - 7. Section 503.4, Obstruction of fire apparatus access roads.
  - 8. Section 503.4.1, Traffic calming devices.
- J. Section 5601.1, Explosives and fireworks scope. An exception is added to Section 5601.1 of the International Fire Code to read as follows:
  - 10. The use of flares for signal purposes or illumination during transportation signaling or forest protection activities.
- K. Section 5601.1.3, Fireworks, Not Adopted. Section 5601.1.3 of the International Fire Code is replaced with Chapter 6.16 of this code.
- L. Sections 5704.2.9.6.1 (outside) and 5706.2.4.4 (inside) Locations where above-ground tanks are prohibited.

Class I and II flammable liquids in aboveground storage tanks are restricted for the protection of residential areas and shall be no more than one thousand gallons capacity in Town of Woodway.

- M. Section 6104.2, Liquefied petroleum gas (LPG): maximum capacity within established limits.

The maximum capacity for each installation of LPG is restricted for the protection of residential areas and shall be no more than five hundred gallons water capacity in Town of Woodway.

Section 11.WMC Section 12.19.010 is hereby amended (additions shown by underline, deletions shown by ~~strike through~~) to read as follows:

**12.19.010 WASHINGTON STATE ENERGY CODE.**

The ~~2018-2021~~ Washington State Energy Code, as amended by the Washington State Building Code Council and published as Chapters 51-11C and 51-11R WAC, as now or hereafter amended, is adopted with the following additions, deletions, and exceptions:

- A. Administration Sections C104, C106, C107, C109 through C111, ~~and R102 through R107, and R109~~ through R111 are not adopted and the Construction

Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in their place.

Section 12.WMC Section 12.32.010 is hereby amended (additions shown by underline, deletions shown by ~~strike-through~~) to read as follows:

**12.32.010 LIQUEFIED PETROLEUM GAS CODE.**

The ~~2017-2020~~ Edition of the Liquefied Petroleum Gas Code (NFPA 58), as adopted by the State Building Code Council in Chapter 51-52 WAC, as published by NFPA, is adopted by reference. The Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be applied for the administration of this code.

Section 13.WMC Section 12.34.010 is hereby amended (additions shown by underline, deletions shown by ~~strike-through~~) to read as follows:

**12.34.010 NATIONAL FUEL GAS CODE.**

The ~~2018-2021~~ Edition of the National Fuel Gas Code (ANSI Z223.1/NFPA 54), as adopted by the State Building Code Council in Chapter 51-52 WAC, as published by NFPA, is adopted by reference. The Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be applied for the administration of this code.

Section 14.WMC Section 12.05.075 is hereby amended (additions shown by underline, deletions shown by ~~strike-through~~) to read as follows:

**12.36.010 INTERNATIONAL FUEL GAS CODE.**

The ~~2018-2021~~ Edition of the International Fuel Gas Code (IFGC), as published by the International Code Council, as adopted by the State Building Code Council in Chapter 51-52 WAC, is adopted by reference with the following additions, deletions, and exceptions:

- A. Chapter 1, Part 2, Administration and Enforcement, is not adopted and the Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in place of IFGC Chapter 1, Part 2, Administration and Enforcement.
- B. Detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories high with separate means of egress and their accessory structures shall comply with the International Residential Code.
- C. The standards for liquefied petroleum gas installations shall be the ~~2017~~ 2020 Edition of NFPA 58 (Liquefied Petroleum Gas Code) and the ~~2018~~ 2021 Edition of ANSI 223.1/NFPA 54 (National Fuel Gas Code).

Section 15.WMC Section 12.40.010 is hereby amended (additions shown by underline, deletions shown by ~~strike-through~~) to read as follows:

**12.40.010 INTERNATIONAL SWIMMING POOL AND SPA CODE.**

The ~~2018-2021~~ Edition of the International Swimming Pool and Spa Code (ISPSC), as published by International Code Council, is included in the adoption of the International Building Code as provided by IBC Section 3109.1 and amended in WAC 51-50-3109, and as provided by IRC Section ~~R329~~R327 and amended in WAC 51-51-~~0329~~0327 with the following additions, deletions, and exceptions:

- A. Chapter 1, Part 2, Administration, is not adopted and the Construction Administrative Code, as set forth in Chapter 12.05 of this code, shall be used in place of ISPSC Chapter 1, Part 2, Administration.
- B. The design and construction of swimming pools, spas and other aquatic recreation facilities shall comply with the ISPSC, where the facility is one of the following, except that public swimming pool barriers are regulated by WAC 246-260-031(4):
  - 1. For the sole use of residents and invited guests at a single-family dwelling;
  - 2. For the sole use of residents and invited guests of a duplex owned by the residents; or
  - 3. Operated exclusively for physical therapy or rehabilitation and under the supervision of a licensed medical practitioner.
- C. All other "water recreation facilities" as defined in RCW 70.90.110 are regulated under Chapters 246-260 and 246-262 WAC.

Section 16.If any part or portion of this Ordinance is declared invalid for any such reason, such declaration of invalidity shall not affect any remaining portion.

Section 17.This Ordinance shall take effect 5 days after date of publication by ordinance title only.

PASSED this 18<sup>th</sup> day of March 2024 by the Town Council of the Town of Woodway.

TOWN OF WOODWAY

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Michael S. Quinn, Mayor

ATTEST:

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Heidi K. S. Napolitano, Clerk-Treasurer

APPROVED AS TO FORM:

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Greg Rubstello, Town Attorney

Date Passed by the Town Council:

Date Published:

Effective Date:

Draft

Town of Woodway  
December 2023  
Investment Transaction Report

Investment Type	Transaction Type	Transaction Date	Amount
LGIP	Net Interest	12/31/2023	\$ 5,126.36



Town of Woodway  
 Quarterly Investment Report  
 As of Q.4 - December 31, 2023

Investment Type	Ending balance/ Principal Cost	Net Earnings Rate/ Yield	Final Maturity Date
LGIP	\$ 1,116,844.12	5.4293%	n/a
Agency Bond - 2024	\$ 499,013.00	4.480%	10/17/2024
Agency Bond - 2025	\$ 997,450.00	4.469%	9/12/2025
<b>Total</b>	<b>\$ 2,613,307.12</b>		

For comparison on	12/31/2023	6 month Treasury bill	5.05%
		12 month Treasury bill	4.55%

## 2023 BUDGET POSITION TOTALS

Town Of Woodway

Time: 09:22:57 Date: 03/05/2024

Page:

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	2,234,303.00	2,396,402.53	107.3%	2,434,242.00	2,367,141.05	97%
002 Replacement Reserve Fund	20,000.00	20,000.00	100.0%	10,710.00	4,334.03	40%
004 Deposit Fund	0.00	800.00	0.0%	1,000.00	800.00	80%
107 Affordable Housing Sales Tax Fund	1,700.00	1,733.87	102.0%	1,700.00	0.00	0%
301 Capital Projects Fund (REET)	120,000.00	147,794.87	123.2%	288,336.00	278,434.99	97%
420 Stormwater Utility Fund	172,000.00	178,698.28	103.9%	153,878.00	142,996.63	93%
645 Custodial Fund	0.00	9,399.82	0.0%	0.00	9,399.82	0%
	2,548,003.00	2,754,829.37	108.1%	2,889,866.00	2,803,106.52	97.0%

## 2023 BUDGET POSITION

Town Of Woodway

Time: 09:22:57 Date: 03/05/2024

Page: 1

001 General Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
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100 General

010 Property Taxes	1,174,038.00	1,178,467.96	(4,429.96)	100.4%
030 Sales/Excise Taxes	190,000.00	253,325.52	(63,325.52)	133.3%
040 Utility Taxes/Fees	296,570.00	345,334.48	(48,764.48)	116.4%
070 Licenses/Other Permits/Fees	10,250.00	11,929.18	(1,679.18)	116.4%
080 Intergovernmental Revenue	26,923.00	27,149.67	(226.67)	100.8%
090 Interest	101,577.00	123,885.86	(22,308.86)	122.0%
100 Fines	500.00	0.00	500.00	0.0%
110 Other Revenue	4,150.00	13,210.75	(9,060.75)	318.3%
120 Facility Rental	0.00	1,650.00	(1,650.00)	0.0%
<b>100 General</b>	<b>1,804,008.00</b>	<b>1,954,953.42</b>	<b>(150,945.42)</b>	<b>108.4%</b>

200 Building & Planning

050 Development Permits/Fees	45,750.00	81,067.93	(35,317.93)	177.2%
060 Development Permits/Fees - Reimbursements	26,000.00	20,439.66	5,560.34	78.6%
080 Intergovernmental Revenue	50,500.00	0.00	50,500.00	0.0%
<b>200 Building &amp; Planning</b>	<b>122,250.00</b>	<b>101,507.59</b>	<b>20,742.41</b>	<b>83.0%</b>

300 Public Works & Parks

050 Development Permits/Fees	3,675.00	10,737.65	(7,062.65)	292.2%
070 Licenses/Other Permits/Fees	50.00	0.00	50.00	0.0%
080 Intergovernmental Revenue	27,451.00	26,353.54	1,097.46	96.0%
130 Interfund Loans & Transfers	245,311.00	259,569.00	(14,258.00)	105.8%
<b>300 Public Works &amp; Parks</b>	<b>276,487.00</b>	<b>296,660.19</b>	<b>(20,173.19)</b>	<b>107.3%</b>

400 Public Safety

030 Sales/Excise Taxes	25,469.00	32,428.09	(6,959.09)	127.3%
080 Intergovernmental Revenue	2,889.00	4,905.58	(2,016.58)	169.8%
100 Fines	3,200.00	5,947.66	(2,747.66)	185.9%
<b>400 Public Safety</b>	<b>31,558.00</b>	<b>43,281.33</b>	<b>(11,723.33)</b>	<b>137.1%</b>

<b>Fund Revenues:</b>	<b>2,234,303.00</b>	<b>2,396,402.53</b>	<b>(162,099.53)</b>	<b>107.3%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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100 General

510 Salaries & Benefits	263,041.00	243,908.87	19,132.13	92.7%
520 Operating Expenses	60,424.00	47,681.63	12,742.37	78.9%
530 Utilities	26,492.00	22,271.96	4,220.04	84.1%
540 Insurance	15,308.00	15,782.60	(474.60)	103.1%
550 Governmental Services	35,700.00	28,681.93	7,018.07	80.3%
560 Supplies	5,000.00	2,331.42	2,668.58	46.6%
580 New Equipment	4,500.00	806.56	3,693.44	17.9%
590 Equipment Maintenance	1,800.00	417.12	1,382.88	23.2%
650 Contract/Prof. Services - Legal	37,500.00	45,681.30	(8,181.30)	121.8%
680 Fairs & Events	6,100.00	4,897.86	1,202.14	80.3%

## 2023 BUDGET POSITION

Town Of Woodway

Time: 09:22:57 Date: 03/05/2024

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001 General Fund 01/01/2023 To: 12/31/2023

Expenditures	Amt Budgeted	Expenditures	Remaining	
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**720 Debt Service**

720 Debt Service	53,641.00	53,691.00	(50.00)	100.1%
100 General	509,506.00	466,152.25	43,353.75	91.5%

**200 Building & Planning**

510 Salaries & Benefits	171,688.00	173,713.42	(2,025.42)	101.2%
520 Operating Expenses	3,495.00	2,320.37	1,174.63	66.4%
550 Governmental Services	0.00	16,672.50	(16,672.50)	0.0%
560 Supplies	100.00	0.00	100.00	0.0%
630 Contract Services - Fire & BLS	1,500.00	758.40	741.60	50.6%
660 Contract/Prof. Services - Other	53,000.00	69,770.00	(16,770.00)	131.6%
670 Contract/Prof. Services - Other - Reimbursible	71,000.00	71,203.03	(203.03)	100.3%
<b>200 Building &amp; Planning</b>	<b>300,783.00</b>	<b>334,437.72</b>	<b>(33,654.72)</b>	<b>111.2%</b>

**300 Public Works & Parks**

510 Salaries & Benefits	367,844.00	334,947.44	32,896.56	91.1%
520 Operating Expenses	3,225.00	2,515.13	709.87	78.0%
540 Insurance	25,030.00	25,386.20	(356.20)	101.4%
560 Supplies	4,681.00	3,456.07	1,224.93	73.8%
570 Fuel & Oil	5,300.00	4,292.16	1,007.84	81.0%
580 New Equipment	10,000.00	2,406.73	7,593.27	24.1%
590 Equipment Maintenance	4,110.00	1,410.44	2,699.56	34.3%
610 Vehicle Maintenance	3,540.00	2,066.20	1,473.80	58.4%
620 Facility Management	48,188.00	33,974.56	14,213.44	70.5%
660 Contract/Prof. Services - Other	45,800.00	69,422.84	(23,622.84)	151.6%
740 Interfund Loans & Transfers	90,000.00	90,000.00	0.00	100.0%
<b>300 Public Works &amp; Parks</b>	<b>607,718.00</b>	<b>569,877.77</b>	<b>37,840.23</b>	<b>93.8%</b>

**400 Public Safety**

510 Salaries & Benefits	106,933.00	88,097.29	18,835.71	82.4%
520 Operating Expenses	2,000.00	152.42	1,847.58	7.6%
530 Utilities	1,115.00	1,113.81	1.19	99.9%
540 Insurance	25,030.00	25,386.20	(356.20)	101.4%
560 Supplies	1,350.00	14.91	1,335.09	1.1%
570 Fuel & Oil	1,260.00	1,540.13	(280.13)	122.2%
580 New Equipment	1,000.00	0.00	1,000.00	0.0%
590 Equipment Maintenance	274.00	0.00	274.00	0.0%
610 Vehicle Maintenance	1,250.00	1,981.23	(731.23)	158.5%
620 Facility Management	463.00	0.00	463.00	0.0%
630 Contract Services - Fire & BLS	610,764.00	610,759.12	4.88	100.0%
640 Contract Services - Police/Dispatch	258,513.00	260,837.20	(2,324.20)	100.9%
650 Contract/Prof. Services - Legal	4,200.00	4,200.00	0.00	100.0%
660 Contract/Prof. Services - Other	2,083.00	2,591.00	(508.00)	124.4%
<b>400 Public Safety</b>	<b>1,016,235.00</b>	<b>996,673.31</b>	<b>19,561.69</b>	<b>98.1%</b>

<b>Fund Expenditures:</b>	<b>2,434,242.00</b>	<b>2,367,141.05</b>	<b>67,100.95</b>	<b>97.2%</b>
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2023 BUDGET POSITION

Town Of Woodway

Time: 09:22:57 Date: 03/05/2024

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001 General Fund

01/01/2023 To: 12/31/2023

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Fund Excess/(Deficit):	(199,939.00)	29,261.48
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2023 BUDGET POSITION

Town Of Woodway

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002 Replacement Reserve Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
100 General				
010 Property Taxes	20,000.00	20,000.00	0.00	100.0%
100 General	20,000.00	20,000.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>100.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
100 General				
580 New Equipment	10,710.00	4,334.03	6,375.97	40.5%
100 General	10,710.00	4,334.03	6,375.97	40.5%
<b>Fund Expenditures:</b>	<b>10,710.00</b>	<b>4,334.03</b>	<b>6,375.97</b>	<b>40.5%</b>
<b>Fund Excess/(Deficit):</b>	<b>9,290.00</b>	<b>15,665.97</b>		

## 2023 BUDGET POSITION

Town Of Woodway

Time: 09:22:57 Date: 03/05/2024

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004 Deposit Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
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100 General

120 Facility Rental	0.00	800.00	(800.00)	0.0%
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100 General	0.00	800.00	(800.00)	0.0%
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Fund Revenues:	0.00	800.00	(800.00)	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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100 General

730 Facility Rental	1,000.00	800.00	200.00	80.0%
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100 General	1,000.00	800.00	200.00	80.0%
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Fund Expenditures:	1,000.00	800.00	200.00	80.0%
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Fund Excess/(Deficit):	(1,000.00)	0.00		
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## 2023 BUDGET POSITION

Town Of Woodway

Time: 09:22:57 Date: 03/05/2024

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107 Affordable Housing Sales Tax Fund 01/01/2023 To: 12/31/2023

	Amt Budgeted	Revenues	Remaining	
<b>Revenues</b>				
100 General				
030 Sales/Excise Taxes	1,700.00	1,733.87	(33.87)	102.0%
100 General	1,700.00	1,733.87	(33.87)	102.0%
<b>Fund Revenues:</b>	1,700.00	1,733.87	(33.87)	102.0%
<b>Expenditures</b>				
100 General				
520 Operating Expenses	1,700.00	0.00	1,700.00	0.0%
100 General	1,700.00	0.00	1,700.00	0.0%
<b>Fund Expenditures:</b>	1,700.00	0.00	1,700.00	0.0%
<b>Fund Excess/(Deficit):</b>	0.00	1,733.87		



## 2023 BUDGET POSITION

Town Of Woodway

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301 Capital Projects Fund (REET) 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining
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100 General

020 REET	120,000.00	147,794.87	(27,794.87) 123.2%
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100 General	120,000.00	147,794.87	(27,794.87) 123.2%
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Fund Revenues:	120,000.00	147,794.87	(27,794.87) 123.2%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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100 General

720 Debt Service	60,000.00	60,000.26	(0.26) 100.0%
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100 General	60,000.00	60,000.26	(0.26) 100.0%
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300 Public Works & Parks

620 Facility Management	4,336.00	4,434.73	(98.73) 102.3%
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700 Capital Projects	10,000.00	0.00	10,000.00 0.0%
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740 Interfund Loans & Transfers	214,000.00	214,000.00	0.00 100.0%
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300 Public Works & Parks	228,336.00	218,434.73	9,901.27 95.7%
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Fund Expenditures:	288,336.00	278,434.99	9,901.01 96.6%
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Fund Excess/(Deficit):	(168,336.00)	(130,640.12)	
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## 2023 BUDGET POSITION

Town Of Woodway

Time: 09:22:57 Date: 03/05/2024

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420 Stormwater Utility Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
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300 Public Works & Parks

040 Utility Taxes/Fees	82,000.00	84,805.28	(2,805.28)	103.4%
100 Fines	0.00	941.00	(941.00)	0.0%
110 Other Revenue	0.00	2,952.00	(2,952.00)	0.0%
130 Interfund Loans & Transfers	90,000.00	90,000.00	0.00	100.0%
<b>300 Public Works &amp; Parks</b>	<b>172,000.00</b>	<b>178,698.28</b>	<b>(6,698.28)</b>	<b>103.9%</b>

<b>Fund Revenues:</b>	<b>172,000.00</b>	<b>178,698.28</b>	<b>(6,698.28)</b>	<b>103.9%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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300 Public Works & Parks

520 Operating Expenses	4,600.00	4,447.85	152.15	96.7%
550 Governmental Services	5,151.00	5,072.85	78.15	98.5%
560 Supplies	999.00	1,244.22	(245.22)	124.5%
620 Facility Management	10,000.00	16,628.87	(6,628.87)	166.3%
660 Contract/Prof. Services - Other	88,000.00	50,825.01	37,174.99	57.8%
700 Capital Projects	0.00	19,208.83	(19,208.83)	0.0%
740 Interfund Loans & Transfers	45,128.00	45,569.00	(441.00)	101.0%
<b>300 Public Works &amp; Parks</b>	<b>153,878.00</b>	<b>142,996.63</b>	<b>10,881.37</b>	<b>92.9%</b>

<b>Fund Expenditures:</b>	<b>153,878.00</b>	<b>142,996.63</b>	<b>10,881.37</b>	<b>92.9%</b>
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<b>Fund Excess/(Deficit):</b>	<b>18,122.00</b>	<b>35,701.65</b>		
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2023 BUDGET POSITION

Town Of Woodway

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645 Custodial Fund 01/01/2023 To: 12/31/2023

Revenues	Amt Budgeted	Revenues	Remaining	
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100 General

030 Sales/Excise Taxes	0.00	12.78	(12.78)	0.0%
100 Fines	0.00	9,211.54	(9,211.54)	0.0%
<b>100 General</b>	<b>0.00</b>	<b>9,224.32</b>	<b>(9,224.32)</b>	<b>0.0%</b>

200 Building & Planning

050 Development Permits/Fees	0.00	175.50	(175.50)	0.0%
<b>200 Building &amp; Planning</b>	<b>0.00</b>	<b>175.50</b>	<b>(175.50)</b>	<b>0.0%</b>

<b>Fund Revenues:</b>	<b>0.00</b>	<b>9,399.82</b>	<b>(9,399.82)</b>	<b>0.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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100 General

550 Governmental Services	0.00	9,224.32	(9,224.32)	0.0%
<b>100 General</b>	<b>0.00</b>	<b>9,224.32</b>	<b>(9,224.32)</b>	<b>0.0%</b>

200 Building & Planning

550 Governmental Services	0.00	175.50	(175.50)	0.0%
<b>200 Building &amp; Planning</b>	<b>0.00</b>	<b>175.50</b>	<b>(175.50)</b>	<b>0.0%</b>

<b>Fund Expenditures:</b>	<b>0.00</b>	<b>9,399.82</b>	<b>(9,399.82)</b>	<b>0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		
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# TREASURER'S REPORT

## Fund Totals

Town Of Woodway

12/01/2023 To: 12/31/2023

Date: 03/05/2024

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	2,401,801.53	335,315.01	195,689.92	2,541,426.62	62,718.48	14,634.05	-527.27	2,618,251.88
002 Replacement Reserve Fund	72,760.05	0.00	75.58	72,684.47	0.00	0.00	0.00	72,684.47
004 Deposit Fund	200.00	0.00	200.00	0.00	200.00	0.00	0.00	200.00
107 Affordable Housing Sales Tax Fund	6,030.67	205.78		6,236.45	0.00	0.00	0.00	6,236.45
301 Capital Projects Fund (REET)	547,805.85	9,157.50	214,000.00	342,963.35	0.00	0.00	0.00	342,963.35
420 Stormwater Utility Fund	103,273.95	233.27	49,357.70	54,149.52	2,591.78	0.00	0.00	56,741.30
645 Custodial Fund	3,521.69	746.59	4,268.28	0.00	4,268.28	0.00	0.00	4,268.28
	<u>3,135,393.74</u>	<u>345,658.15</u>	<u>463,591.48</u>	<u>3,017,460.41</u>	<u>69,778.54</u>	<u>14,634.05</u>	<u>-527.27</u>	<u>3,101,345.73</u>

# TREASURER'S REPORT

## Account Totals

Town Of Woodway

12/01/2023 To: 12/31/2023

Date: 03/05/2024

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 US Bank Checking Account	527,112.98	80,502.35	204,017.01	403,598.32	-78.75	84,412.59	487,932.16
3 LGIP Pool	1,111,717.76	5,126.36	0.00	1,116,844.12	0.00	0.00	1,116,844.12
5 Xpress	0.00	958.07	503.10	454.97	-448.52	0.00	6.45
6 US Bank Investment Account	1,496,463.00	0.00	0.00	1,496,463.00	0.00	0.00	1,496,463.00
99 Petty Cash	100.00	0.00	0.00	100.00	0.00	0.00	100.00
<b>Total Cash:</b>	<b>3,135,393.74</b>	<b>86,586.78</b>	<b>204,520.11</b>	<b>3,017,460.41</b>	<b>-527.27</b>	<b>84,412.59</b>	<b>3,101,345.73</b>
	3,135,393.74	86,586.78	204,520.11	3,017,460.41	-527.27	84,412.59	3,101,345.73