

TOWN COUNCIL MINUTES
Monday, June 15, 2015

EXECUTIVE SESSION:

Mayor Nichols called the Executive Session to order at 6:45 pm for approximately 15 minutes to discuss potential litigation.

CALL TO ORDER, FLAG SALUTE, ROLL CALL

Mayor Nichols called the second Council meeting for the month of June to order at 7:00 p.m. at Woodway Town Hall, 23920 113th Place West. Councilmembers William Anderson, Tom Howard, Elizabeth Mitchell, and Tom Whitson were present. Councilmember Kent Saltonstall had an excused absence. Town Administrator Eric Faison, Clerk Treasurer Joyce Bielefeld, and Town Planner Bill Trimm were also present.

UPDATE ON UR ZONING CODE AMENDMENT:

Planner Bill Trimm updated Council on the status of proposed amendments to the Town's Urban Restricted (UR) zone, which would be effective upon annexation of the Upper Bluff. He stated that, in response to the Council's motion on May 18, the Planning Commission conducted a public hearing on June 10 on amendments to the UR zone that fall into three general categories – density, height, and wetlands. The Planning Commission unanimously recommended changes that would:

1. Limit development to a maximum of 36 residential lots with an average lot size of at least 7,000 square feet;
2. Limit building height to a maximum of 30 feet, based on three height measurement options, including: a) use of the town's existing code, b) a measurement based on the height of the curb, or c) use of a method consistent with the County's current code; and
3. Amend the Class III Standard Buffer Width of 60' and Class IV Standard Buffer Width of 40' to be consistent with the County's code, with a credit of up to 25% on wetland buffers placed in a separate, fenced tract.

Mr. Trimm said that the public comments from the Planning Commission meeting were mostly positive, and most attendees agreed that the Upper Bluff should be annexed by the Town.

Planner Bill Trimm said the Environmental Review on the property would be conducted when the Town receives a plat application. The review would include extensive analysis of the geologic stability of the bluff.

Two Council Public Hearings on the proposed zoning changes will be held, with the first public hearing scheduled on Monday, June 29 at 6:00 pm. The second public hearing has yet to be scheduled but will be held approximately 30 days after the first public hearing. There will also be a public hearing on June 29 on the Annexation and Development Agreement, which details the Town and the Developer's respective commitments regarding how the Upper Bluff would be developed.

ACTION: *Councilmember Anderson* moved to amend the agenda to add Resolution 15-379, Emergency Services hazard mitigation plan as agenda item number eight. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES:

Councilmember Mitchell moved to approve the minutes of June 1, 2015 as amended. *Councilmember Whitson* seconded the motion. The motion carried unanimously.

APPROVAL OF VOUCHERS:

Councilmember Mitchell moved to approve Claims Checks #9554 through 9572 including EFT's for the amount of \$29,569.78. *Councilmember Whitson* seconded the motion. The motion carried unanimously.

AUDIENCE COMMENTS: None.

COUNCIL REPORTS:

Councilmember Howard noted the Council's recent amendment to WMC 6.12 (the Fairs, Concerts, and Public Functions code provision) appears to be timely and appropriate as he observed a large party being held in Woodway. He stated that he noticed a police vehicle at the address.

Councilmember Whitson asked if any improvements were planned for the new Deer Creek Park. Mayor Nichols replied that there are no funds budgeted for this year, and the Verdant Grant was denied. She said she plans to request a future grant from Verdant Health Commission, and she will also make a budget request as part of the 2016 budget.

Councilmember Anderson commented on the value provided by Emergency Services Coordinating Association (ESCA) volunteers, and how the potential transfer of the Town's contract from ESCA to Snohomish County might affect this resource. He stated the ham operators are critical for the success of the program, and there is concern that there won't be funding for a director or coordinator for the volunteers. He stated that he and others, including the Mayor of Edmonds, are working on ideas to address this situation.

MAYOR'S REPORT:

Mayor Nichols announced Cass Turnbull, a certified arborist, horticulturist, and author of several pruning books will be attending the next regular Council meeting on Monday, July 6, to give a short presentation.

TOWN ADMINISTRATOR'S REPORT:

Town Administrator Eric Faison provided a brief update on various activities concerning the Town.

RESOLUTION 15-378, AUTHORIZE SIGNATURES FOR US BANK ACCOUNTS:

The Town has a new employee who needs to be added as an authorized signer on the bank account.

ACTION: *Councilmember Anderson* moved to adopt Resolution 15-378, Authorize signatures for US Bank accounts. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

PERSONNEL POLICY CHANGE:

The town would like to authorize a benefit for employees that waives the deposit and rental fee for use of the Town Hall facilities for private functions. All other requirements of the rental, such as insurance, permits, and parking plan shall be met.

ACTION: *Councilmember Anderson* moved to authorize a new section be added to the personnel policies and procedures authorizing a benefit for employees – waiving the deposit and rental fee for use of the Town Hall facilities for private functions, and making the change effective on June 1. *Councilmember Howard* seconded the motion. The motion carried unanimously.

RESOLUTION 15-379, SNOHOMISH COUNTY HAZARD MITIGATION PLAN:

In anticipation of the transfer of emergency services to Snohomish County, a resolution is required to authorize Snohomish County on behalf of the town to prepare the Snohomish County Multi-hazard Mitigation Plan, which will be reviewed and considered for adoption by the Town Council upon completion.

ACTION: *Councilmember Anderson* moved to adopt Resolution 15-379, Authorizing Snohomish County to prepare the Snohomish County Multi-hazard Mitigation Plan. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

AUDIENCE COMMENTS:

Austen Wilcox, recently hired by the town as Permit Coordinator, gave a brief overview of his previous work history and experience.

ADJOURNMENT:

Councilmember Mitchell moved to adjourn the meeting. *Councilmember Howard* seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:11 pm.

Respectfully Submitted,

APPROVED BY THE TOWN COUNCIL

Joyce Bielefeld, Clerk Treasurer

Carla Nichols, Mayor

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