

**TOWN COUNCIL MINUTES**  
**Monday, October 21, 2013**

**EXECUTIVE SESSION**

Mayor Nichols called the Executive Session to order at 6:30 pm for approximately thirty minutes to discuss potential property acquisition.

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

The Council meeting for the month of October was called to order by Mayor Nichols at 7:00 p.m. at Woodway Town Hall, 23920 113<sup>th</sup> Place West, Woodway, WA. Mayor Nichols made special mention that this was the first meeting in the newly constructed Town Hall. Councilmembers present were William Anderson, Elizabeth Mitchell, Mike Quinn, Kent Saltonstall, and Tom Whitson. Clerk Treasurer Joyce Bielefeld and Town Administrator Eric Faison were also present.

**APPROVAL OF MINUTES:**

*Councilmember Mitchell* moved to approve the minutes of September 3, 2013 as amended. *Councilmember Quinn* seconded the motion. The motion to approve the minutes as amended carried unanimously.

**APPROVAL OF VOUCHERS:**

*Councilmember Quinn* moved to approve Claims Checks #8756 through #8760 for the total amount of \$11,878.73. *Councilmember Anderson* seconded the motion. The motion carried unanimously.

*Councilmember Saltonstall* moved to approve Payroll Checks #10811 through #10818 including EFT's for the total amount of \$48,563.07. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

**AUDIENCE COMMENTS:** There were no comments.

**COUNCIL REPORTS:**

**MAYOR'S REPORT:**

Mayor Nichols reminded Council that Woodway's hearing in front of the State Supreme Court would be heard on Thursday, October 24th. Mayor Nichols will carpool to Olympia and invited Council members to attend.

**TOWN ADMINISTRATOR'S REPORT:**

**RESOLUTION 13-369, ASSOCIATION OF WASHINGTON CITIE'SSELF INSURANCE AND INTERLOCAL AGREEMENT:**

The AWC Employee Benefit Trust Board is moving from a fully insured benefit program to a self-insured model. The State Risk Manager approved the AWC Trust's application to self-insure the medical plans through Group Health and Regence Blue Shield, the

Vision Service Plan, and Washington Dental Service plan as of January 1, 2014. It is required that each member municipality approve, by resolution, an Interlocal Agreement authorizing participation in the self-insured program.

**ACTION:** *Councilmember Quinn* moved to approve Resolution 13-369, authorizing the Town of Woodway to participate in the joint self-insured health and welfare benefit program to be administered by the Association of Washington Cities. *Councilmember Saltonstall* seconded the motion. The motion carried unanimously.

**ACTION:** *Councilmember Anderson* moved to authorize the Mayor to sign the Association of Washington Cities employee benefit trust health care program Interlocal Agreement. *Councilmember Saltonstall* seconded the motion. The motion carried unanimously.

### **AUTHORIZE MAYOR TO SIGN CITY ATTORNEY SERVICES CONTRACT FOR 2014:**

Legal services are provided by Ogden Murphy Wallace law firm in Seattle. The contract for legal services hourly rate will increase between \$2 and \$5 in 2014 for member, associate, law clerk, and paralegal services.

**ACTION:** *Councilmember Mitchell* moved to authorize the Mayor to sign the legal services contract for 2014. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

### **THIRD QUARTER FINANCIAL REPORT:**

Mayor Nichols presented the third quarter financial report for 2013. Mayor Nichols reported that the revenues to date are meeting or exceeding the projected revenues. The expenses for the quarter are below the budgeted amounts.

### **PRESENT PRELIMINARY 2014 BUDGET:**

Mayor Nichols reviewed the preliminary 2014 budget and stated that the budget is in line with previous years and there have been no major increases. It was emphasized that the annual budget is built by reviewing each expenditure category to see if funding levels are appropriate. Expenditures are not just automatically carried over to the upcoming budget year. Revenues are determined by statutory limits on property taxes. The building department's revenues are based upon staff projections and knowledge of upcoming development activities within the Town.

The primary changes for 2014 include a 2% salary increase for selected staff positions, increased budget amounts for legal services, and the purchase of several small tools for the Public Works department.

The Council had a short discussion on the Real Estate Excise Tax (REET) projected revenues. Bill Anderson cautioned that future REET revenues could experience a downturn.

**AUDIENCE COMMENTS:**

Steve Forney congratulated the Council on the new Town Hall building.

**GENERAL COUNCIL DISCUSSION-CHOICE OF SUBJECTS:**

There will not be a quorum of the Council present for the December 2, 2013 meeting so the regular meeting will be cancelled. Council and Mayor agreed to move the required public hearings for the annual budget to the two scheduled meetings in November and to finalize the 2014 budget by the second meeting in November.

**ACTION:** *Councilmember Saltonstall* moved to amend the agenda and add an Executive Session at the end of the meeting for approximately five minutes to discuss potential litigation. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

**EXECUTIVE SESSION**

Mayor Nichols recessed to Executive Session at 8:30 pm for approximately five minutes to discuss possible litigation.

Mayor Nichols reconvened the meeting at 8:34 pm.

**ADJOURNMENT:**

*Councilmember Saltonstall* moved to adjourn the meeting. *Councilmember Quinn* seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:35 pm.

Respectfully Submitted,

**APPROVED BY THE TOWN COUNCIL**

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Joyce Bielefeld, Clerk Treasurer

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Carla A. Nichols, Mayor

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