

TOWN COUNCIL MINUTES

November 3, 2008

CALL TO ORDER, FLAG SALUTE, ROLL CALL

The first Council meeting for the month of November was called to order by Mayor Carla Nichols at 7:00 p.m. at Woodway Town Hall. Councilmembers present were Robert Schillberg, Kent Saltonstall, Bill Anderson, Mike Quinn and Elizabeth Mitchell. Town Administrator Eric Faison; Police Chief Doug Hansen; Public Works Director Terry Bryant; and Clerk-Treasurer Joyce Bielefeld were also present.

APPROVAL OF MINUTES: Following a minor amendment, *Councilmember Saltonstall* moved to approve the minutes of October 20, 2008 as amended. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

APPROVAL OF VOUCHERS: *Councilmember Saltonstall* moved to approve Claims Warrants #6602 through #6629 for the total amount of \$34,203.68. *Councilmember Schillberg* seconded the motion. The motion carried unanimously.

Councilmember Anderson moved to approve Payroll Warrants #9599 through #9628 for the total amount of \$45,929.40. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

AUDIENCE COMMENTS: None

COUNCIL REPORTS: **Councilmember Anderson**, who was out of town when Councilmember Mitchell was interviewed, welcomed her and confirmed the Council's selection.

Councilmember Saltonstall referred to Mayor Nichols's letter to residents regarding the future of Pt. Wells and the Town's finances and asked whether the financial forecasts for annexation of Pt. Wells included development fees. Town Administrator Faison answered the ongoing revenues did not include development fees as they were one-time only fees. He noted the statement in the letter regarding reserves increasing from \$2 million to \$6 million was due to initial Real Estate Excise Taxes (REET) and development fees.

Councilmember Schillberg reported on the South Snohomish Cities dinner meeting with Snohomish County Councilmembers and State legislators. He relayed the South Snohomish Cities' interest in identifying topics to present to the legislature. The group also discussed Snohomish County's plans not to accept misdemeanor prisoners from cities in the future. He relayed an invitation by the King County Suburban Cities Association to attend their Networking Dinner on November 19.

Councilmember Anderson referred to the Washington Insurance Cities Association (WCIA) report, and asked Mr. Faison to research why Woodway's assessment went up 25% and other cities' assessments were down. He also asked for further information from Chief Hansen regarding Snohomish County's plans not to accept misdemeanor prisoners from cities in the future.

Councilmember Saltonstall referred to the Washington Cities Insurance Authority report, pointing out SnoCom's assessment increased 12%, Snohomish Emergency Radio System

(SERS) increased 10% and SnoPac increased 50%. He requested an explanation of the methodology for calculating assessments. Mr. Faison noted the increase also reflected changes the Town made to its coverage including replacement value for the Town Hall building and a new police vehicle.

MAYOR REPORT: Mayor Nichols advised the Port of Edmonds Executive Director asked to schedule a joint meeting with the Port Commissioners and the Council. A meeting was tentatively scheduled for late afternoon on January 5, 2009.

Mayor Nichols noted if the budget was adopted by the December 1 meeting and all other business completed at that meeting, the December 15 Council meeting may be cancelled. She suggested holding the December 1 Council meeting at Rosary Heights and including a reception to recognize retiring Planning Commissioner George Stead.

Mayor Nichols advised one resident had contacted her offering to hold a neighborhood meeting in their home. Councilmember Mitchell offered their home for a meeting. Mayor Nichols suggested two Councilmembers and two Planning Commissioners as well as Mr. Faison attend each meeting. She anticipated holding two meetings in January, two in February and two in March on either the second Monday or second Saturday of each month.

Mayor Nichols reported Mr. Faison, Planner Bill Trimm and she planned to meet with Craig Ladiser, Snohomish County Planning Director, later this week to discuss an Interlocal Agreement between the Town and Snohomish County related to planning for Pt. Wells.

Mayor Nichols advised pictures of the playground equipment would be available at the next Council meeting. Staff had identified a vendor that used metal equipment as its core with a wood finish. Public Works Director, Terry Bryant, had recently attended a playground safety conference and brought back many suggestions for Woodway's new playground.

Councilmember Anderson referred to the Mayor's Report in the October 20 minutes and the request she relayed in a letter to the Snohomish County Health District that their budget be budget driven rather than program-based. Recognizing that the Health District provided programs for low income families and children, he had a philosophical difference with that request. Mayor Nichols described the context of the discussion with the Town's representative on the Health District Board, Lynwood Councilmember Jim Smith, and his frustration with the Health District's budget. It was suggested Councilmember Anderson discuss this further with Lynnwood Councilmember Smith.

TOWN ADMINISTRATOR'S REPORT: Mr. Faison referred to his report in the Council packet.

PRESENTATION - CASCADIA CONSULTING GROUP

Jack Collins, Clean Air Northwest, explained they contract with Cascadia Consulting Group on a Green Cities Program. He distributed a letter outlining the benefits of such a program for the Town.

Michelle Caulfield, Cascadia Consulting Group, described their work with other local governments and what they could offer to Woodway with regard to water conservation planning, carbon footprinting of the Town or the entire community, developing a green/sustainability

strategy, etc. Mr. Collins proposed a budget of \$10,000 - \$20,000 to assist the Town in developing a program.

ARBOR DAY PROCLAMATION

Mayor Nichols read a Proclamation declaring August 23, 2008 as Woodway Arbor Day, explaining the proclamation was necessary for the Town to continue to receive recognition as a Tree City.

PUBLIC HEARING - REVENUE SOURCES AND BUDGET

Mayor Nichols opened the public hearing at 8:07 p.m. There were no members of the public present who wished to provide comment and she closed the public hearing at 8:08 p.m.

Mayor Nichols referred to information provided by the Snohomish County Assessor's Office regarding revenue the Town would receive from a 1% increase in property taxes. Mr. Faison explained property tax rates would actually decrease because assessed values have increased, however revenue collected by the Town would only increase by 1% over 2008 levels.

DISCUSSION ON 2009 BUDGET

Mayor Nichols referred to her memo in response to the Council's request at the last meeting to bring the 2009 proposed operating budget into balance with projected revenues.

Mayor Nichols reviewed expenditures that would be made in late 2008 rather than 2009, reduction in supplies/equipment, and benefit savings. The Council expressed concern with moving expenditures from 2009 to 2008 using surplus 2008 funds. Discussion followed regarding concern this would simply postpone the budget shortfall, whether to illustrate to citizens that the Town was beginning to use reserves rather than move expenditures from 2009 to 2008, and a preference to illustrate actual savings and revenue increases.

Council discussed the capital purchase of a new fuel efficient Public Works vehicle and saving realized over five years. The Council directed staff and Mayor Nichols to revise the budget to illustrate cost savings and revenue increases and not move insurance premium expenditures from 2009 into 2008.

Discussion followed regarding Snohomish County's indication they will no longer accept misdemeanor prisoners from cities in the future and consideration being given to a regional jail, speed limit enforcement in Town and the potential for jail costs with some of those individuals, burglaries occurring in Town and surrounding areas and the need for residents to maintain vigilance with regard to security.

In response to the report by Clean Air Northwest and Cascadia Consulting Group, Council requested staff research what the Town could do on its own and schedule further discussion regarding this topic on a Council agenda during 2009.

DISCUSSION ON INVESTMENT POLICY

Mayor Nichols provided background on the development of the Town's Investment Policy and amendments made to the Policy regarding determining qualified financial institutions. The

Investment Committee met prior to tonight's Council meeting to discuss whether to add more structure to the Policy in light of the current economic climate.

Councilmember Anderson explained collateralized CD's for municipalities were backed by all the banks in the pool. He recalled the Policy previously contained a statement regarding diversification that was later removed. The Investment Committee recommended the addition of Section 4.3 Diversification of Investments: "It is the policy of the Town to invest no more than 30% of the Town's invested funds in any one institution if such funds exceed \$500,000" and renumber the current Section 4.3 as 4.4.

ACTION: *Councilmember Schillberg* moved to approve Exhibit A, Investment Policy to include new Section 4.3 Diversification of Investments. *Councilmember Anderson* seconded the motion. The motion carried unanimously.

DISCUSSION ON REGIONAL FIRE AUTHORITY (RFA) IN SNOHOMISH COUNTY

Mr. Faison referred to his memo regarding the formation of a Regional Fire Authority. Discussion followed regarding potential savings to the Town's budget from formation of a RFA. The options available to the town include participating in a RFA which would increase resident's property tax versus continuing to contract with a RFA. It was agreed Mayor Nichols would inform Edmonds Mayor Haakenson that Woodway wants to stay involved in the discussions as a contract recipient rather than a member.

AUDIENCE COMMENTS: None

GENERAL COUNCIL DISCUSSION – Council Choice of Topics

Councilmember Schillberg relayed the South Snohomish Cities' interest in meeting with north King County cities to discuss regional services.

ADJOURNMENT OF PUBLIC MEETING: *Councilmember Anderson* moved to adjourn the meeting. *Councilmember Saltonstall* seconded the motion. The motion carried unanimously. The meeting was adjourned at 9:10 p.m.

Respectfully Submitted,

APPROVED BY THE TOWN COUNCIL

Joyce Bielefeld, Clerk-Treasurer

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.)