

**MINUTES OF THE WORK SESSION OF THE LYNNWOOD CITY COUNCIL
HELD MONDAY, MAY 18, 2020 AT 7:00pm VIA ZOOM**

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Attendance:

Mayor Nicola Smith
Council President Christine Frizzell
Council Vice President Shannon Sessions
Council Member Ian Cotton
Council Member Ruth Ross
Council Member George Hurst
Council Member Jim Smith
Council Member Julieta Altamirano-Crosby
Assistant City Administrator Art Ceniza
Interim City Clerk Karen Fitzthum

Others:

IT Director Will Cena
Interim Planning Manager Ashley Winchell
Dir. Ec. Devt./Interim Comm Devt. David Kleitsch
Commander Chuck Steichen

Comments and Questions on Memo Items

- M-1 Contract Supplement for Construction Engineering Services Sanitary Sewer Lift Stations 4 & 8 Improvements
 - Mayor Smith solicited comments. There were no comments on this item.
- M-2 Interagency Agreement Funding Authorization – Wastewater Treatment Plant Odor Control and Building Contracting
 - Mayor Smith solicited comments. There were no comments on this item.

COVID-19 Update

- Commander Steichen gave an update on statistics related to COVID-19 and regulations regarding the Governor’s phases for reopening. He reported on a new Healthy Connections program, food bank activities, face covering requirements, court activities, and the CARES Act funding.
- Council questions and answers followed. There was discussion about what the City can do to assist local businesses and the importance of reaching out to business owners to find out what they actually need.

Briefing: Impacts of COVID-19 on Information Technology Department Operations

- IT Director Cena gave the update regarding the impacts of COVID-19 on Lynnwood’s IT Department operations including public Zoom meetings and employees’ ability to work remotely. He also discussed how his department came up with \$300,000 in spending reductions.
- Council questions and answers followed.

Briefing: Impacts of COVID-19 on Human Resources Department Operations

- Human Resources Director Chinn gave the update regarding the impacts of COVID-19 on Lynnwood’s Human Resources Department operations. He reviewed how employees are currently working remotely, the large issue of unemployment fraud they are having to deal with, impacts of implementing the Coronavirus Relief Act which took effect on April 1, employee communications efforts, employee morale and mental health support, education

50 efforts, hiring and recruiting challenges, the Voluntary Separation Program, and expenditure
51 reductions.

- 52 • Council questions and answers followed.

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54 **Ordinance: Funding for Affordable and Supporting Housing Pursuant to SHB 1406**

- 55 • Interim Planning Manager Winchell gave an update on the ordinance related to funding for
56 affordable and supporting housing pursuant to SHB 1406. SHB 1406 allows cities to create a
57 sales tax revenue sharing program so they can access a portion of state sales tax revenues to
58 make local investments in affordable housing. The related required resolution was passed on
59 December 9.

- 60 • Council questions and answers followed. There was consensus to support this ordinance for
61 the benefit of the City, and follow up with discussion later about how to spend the funds.
62 There was clarification about the fact that this is not a new tax, just a redistribution of the
63 current revenue.
64

65 **Discussion: Waiving Tax on Water/Sewer Bill during COVID-19**

- 66 • Councilmember Smith explained his intent was to eliminate the 6% tax on water and sewer,
67 but not just during COVID-19. He spoke in support of eliminating it now because the need so
68 great, and then figuring out how to budget so the City doesn't need this tax. He requested that
69 the appropriate resolution related to this be provided to the Council for next week.
- 70 • Discussion followed. It was noted that this would be on the agenda for next week.
71 Councilmembers were asked to forward a list of questions and items to be considered related
72 to this to Council leadership.
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74 **Executive Session – if needed**

- 75 • None.

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77 **Mayor Comments and Questions**

- 78 • Mayor Smith thanked the Council for their grace in her absence due to a family crisis.

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80 **Council President and Council Comments**

- 81 • Councilmembers shared comments and concerns.

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83 **Adjourn**

- 84 • Meeting adjourned at 9:11 p.m.

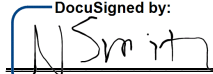
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DocuSigned by:

Nicola Smith, Mayor