

1 **MINUTES OF THE WORK SESSION OF THE LYNNWOOD CITY COUNCIL**
2 **HELD MONDAY, AUGUST 3, 2020 AT 6:00 p.m. VIA ZOOM**
3

4 **Attendance:**

5 Mayor Nicola Smith
6 Council President Christine Frizzell
7 Council Vice President Shannon Sessions
8 Councilmember Ian Cotton
9 Councilmember Ruth Ross
10 Councilmember George Hurst
11 Councilmember Jim Smith
12 Councilmember Julieta Altamirano-Crosby
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14 Interim City Clerk Karen Fitzthum
15 Executive Assistant Leah Jensen

Others:

Engineering Manager David Mach
Planning Manager Ashley Winchell
Senior Planner Kristen Holdsworth
Deputy Parks & Rec. Director Sarah Olson
Healthy Comm. Coord. Marielle Harrington
Dir. Ec. Devt./Interim Comm. Devt. David Kleitsch
City Center Program Manager Karl Almgren
IT Technical Support Anita Hudson
Interim Police Chief Jim Nelson
HR Director Evan Chinn
Commander Chuck Steichen
Senior Park Planner Monica Thompson

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20 **Comments and Questions on Memo Items**

21 Memorandums for Future Agenda Items:

- 22 • M-1 Final Acceptance: 2019 Pavement Preservation Project
- 23 • M-2 Construction Contract Award: 48th Ave Sewer Main & 200th St Water Main
- 24 Improvements
- 25 • M-3 Contract Amendment, Cartograph
- 26 • M-4 Upcoming Public Hearing: Six-Year Capital Facilities Plan (CFP) and Six-Year
- 27 Transportation Improvement Program (TIP) 2021 - 2026

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29 Memorandums for Your Information:

- 30 • FYI-1 Board and Commission Applicant Summary

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32 There were no comments or questions on memo items.
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34 **Interview: Ethics Board candidate Ty Tufono-Chaussee**

- 35 • Rescheduled

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37 **Community Transit Update**

- 38 • Emmett Heath, CEO, Community Transit, gave an update on Community Transit operations
- 39 since the beginning of the pandemic. He also expressed appreciation to the City and announced
- 40 his retirement.
- 41 • Council comments and questions followed. There was some discussion about creating an internal
- 42 Lynnwood loop transit service.
- 43 • Councilmembers thanked Mr. Heath for the presentation and for his service and congratulated
- 44 him on his retirement.

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46 **Agreement: Interlocal Agreement with Community Transit for Swift BRT-Orange Line (22:00)**

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- BRT (Bus Rapid Transit) Program Manager Christopher Silveira from Community Transit and Lynnwood City Center Program Manager Karl Almgren discussed the Swift BRT-Orange Line. The new line will connect Edmonds Community College and the McCollum Park Park-and-Ride with stops at the City Center and Alderwood.
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- Councilmember comments and questions followed.
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53 **COVID-19 Update**

- Commander Steichen reviewed statistics and demographics related to Covid-19.
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56 **Emergency Management Ordinance Amendments**

- Commander Steichen reviewed proposed emergency management amendments related to emergency and disaster powers.
 - There were no comments or questions.
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61 **Contract Supplement: Scriber Creek Trail Improvements**

- Deputy Director Sarah Olson gave an update on the Scriber Creek Trail redevelopment project and discussed Supplemental Contract #10 for \$296,000 for Design and Engineering to complete Phase 2 – 60% Design) which is within the approved 2019-2020 Capital Budget. Topics covered included existing conditions, regional multimodal transportation planning efforts, and the City Center multimodal plan.
 - Senior Park Planner Monica Thompson discussed Scriber Creek Trail proposed improvements, project phasing, and potential grant funding.
 - Deputy Director Olson reviewed project costs and funding, next steps, and future planning.
 - Engineering Manager David Mach explained the importance of the Interurban Trail as a critical regional trail that provides access directly to the future light rail station in addition to being purely recreational.
 - Council comments and questions followed. Many councilmembers spoke to the importance of safety lighting for the Phase 2 section. Deputy Director Olson indicated that staff would have the engineering team look into the cost of adding it to the scope.
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77 **Update – Housing Action Plan**

- Planning Manager Ashley Winchell introduced this item. Senior Planner Kristen Holdsworth gave an update on the City’s Housing Action Plan. She gave an overview of the community vision and Strategic Plan related to this. She discussed the goal of providing housing affordability as the focus of the Housing Action Plan and noted that it builds on existing housing efforts. This includes plans & policies, regulations/zoning, incentives (federal, state, local), and regional coordination. She reviewed the Plan schedule, project milestones, and outreach and engagement efforts. Senior Planner Holdsworth reviewed key findings of the preliminary draft Housing Needs Assessment which identifies existing and future housing needs to serve all economic segments. She also reviewed the structure of the first upcoming online open house series and next steps.
 - Council comments and questions followed.
 - Councilmember Smith requested more information about the percentage of single family versus multifamily units in the city; the percentage of ownership versus rentals in the single family category in Lynnwood; and public education efforts.
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- 92 • Councilmember Ross asked for more information about how Lynnwood compares to other
93 similar communities (like Southcenter) when it comes to being cost burdened.
94 • Councilmember Altamirano-Crosby recommended providing translators as part of their
95 community outreach.
96 • Councilmember Smith asked for data about how Lynnwood compares to surrounding cities.
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98 **Mayor Comments and Questions**

- 99 • None

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101 **Council President and Council Comments**

- 102 • Councilmembers made comments about recent events and activities in the city.
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104 **Executive Session – Personnel Interview**

- 105 • Council recessed into Executive Session at 8:46 p.m. for a personnel interview.
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107 **Adjourn**

- 108 • Meeting adjourned at 9:32 p.m.
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111 *Nicola Smith*

112 [Nicola Smith \(Oct 6, 2020 15:13 PDT\)](#)

113 Nicola Smith, Mayor






200803 Work Session Minutes

Final Audit Report

2020-10-06

Created:	2020-10-06
By:	Mary Davis (mdavis@lynnwoodwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2jWMS8AakXuCtgBqmQpwKUusa34htVkr

"200803 Work Session Minutes" History

-  Document created by Mary Davis (mdavis@lynnwoodwa.gov)
2020-10-06 - 10:11:52 PM GMT- IP address: 73.169.151.45
-  Document emailed to Nicola Smith (nsmith@lynnwoodwa.gov) for signature
2020-10-06 - 10:12:26 PM GMT
-  Email viewed by Nicola Smith (nsmith@lynnwoodwa.gov)
2020-10-06 - 10:12:37 PM GMT- IP address: 50.125.91.208
-  Document e-signed by Nicola Smith (nsmith@lynnwoodwa.gov)
Signature Date: 2020-10-06 - 10:13:35 PM GMT - Time Source: server- IP address: 50.125.91.208
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2020-10-06 - 10:13:35 PM GMT