

1 **MINUTES OF THE WORK SESSION OF THE LYNNWOOD CITY COUNCIL**
2 **HELD MONDAY, December 7, 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

Others:

Finance Director Sonja Springer
Public Works Director Bill Franz
Strategic Planner Corbitt Loch
Development & Business Services Director David Kleitsch
Human Resources Director Evan Chinn
Human Resources Manager Lori Charles

DBS, Robert Mathias

13
14 Assistant City Administrator Art Ceniza
15 Interim City Clerk Karen Fitzthum
16 Executive Assistant Lisa Harrison

17 **Guests:**

18 Patrick Decker, Civil Service Commission candidate
19
20

21 **Comments and Questions on Memo Items**

- 22 • Councilmember Smith asked about the 196th Street paving project which is approximately \$28
23 million: if Washington DOT is paying less than a million dollars is the rest of it coming from the
24 city’s budget? As no staff member from public works was present, the mayor asked that the clerk
25 send the question to Director Franz.
26

27 **Interview: Civil Service Commission Candidate Patrick Decker**

- 28 • HR Manager Lori Charles introduced Patrick as a candidate for the Civil Service Commission. She
29 explained that Mr. Decker has been with the planning commission in the past and is interested in
30 serving on the Civil Service Commission. Council members interviewed Mr. Decker and thanked
31 him for his interest.
32

33 **Discussion: 2021 City of Lynnwood Salary Schedule (0:26:00)**

- 34 • Finance Director Springer presented the salary schedule, explaining that it includes positions that are
35 new/yet to be filled or delayed and not all are in the current budget. Questions and comments
36 followed from the councilmembers.
37

38 **Ordinance: Establishing the Department of Development and Business Services (0:38:00)**

- 39 • Director David Kleitsch reviewed the ordinance creating this new department, planned for adoption
40 at the 12/14 business meeting. Comments and questions from the councilmembers followed.
41

42 **Ordinance: Economic Development Infrastructure Fund Amendment (0:47:00)**

- 43 • Director David Kleitsch reviewed the ordinance which includes amendments for the allocation of
44 revenues. This will be put before the council for adoption at the December 14, 2020 meeting.
45 Questions and comments followed.
46

47 **Ordinance- Amend Fee Schedule (0:51:00)**

- 48 • Director David Kleitsch and Strategic Planner Corbitt Loch reviewed the ordinance for changes in
49 fees which relate to permitting, construction, and land use, administered by the Development and
50 Business Services Department (DBS). This will also be put before the council for adoption at the
51 December 14, 2020 meeting.
52

53 **Ordinance: 2019-2020 Budget Amendments (1:02:00)**

- 54 • Finance Director Springer presented the amendments for the current budget which is necessary to
55 complete before the end of the year. It reflects some fund transfers from outdated accounts,
56 additional fleet purchases, and the Cares Act Grant Revenue and expenditures. This will be put
57 before council for adoption on December 14, 2020.
58

59 **Restoring City Code Provisions Relating to Elected Officials' Salaries (1:12:00)**

- 60 • Council President Frizzell reviewed a proposed ordinance which would restore elected official's
61 salaries to where they are now, rather than accepting the salary commission's recommendation.
62 Councilmembers were given opportunities to make comments. This will be put before council for
63 adoption on December 14, 2020.
64

65 **Mayor Comments and Questions**

- 66 • None
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68 **Council President and Council Comments and Questions (1:15:00)**

- 69 • Council President Frizzell reminded councilmembers to submit their liaison preferences and summit
70 meeting ideas to Executive Assistant Lisa Harrison as soon as possible. She mentioned that in
71 addition to what is included in the sign-up sheets, they should consider being a liaison to Veterans,
72 or the RFA.
73 • Councilmember Julieta Altamirano-Crosby announced that Covid-19 testing will be available at the
74 Food Bank Mondays and Tuesdays from 9 am to 1 pm and on Wednesdays from 9 am to 12 pm.
75 Appointments are required.
76

77 **Executive Session**

- 78 • None
79

80 The meeting was adjourned at 7:20 pm.
81

82

83 *Nicola Smith*

84 [Nicola Smith \(Jan 21, 2021 15:50 PST\)](#)

85 _____
Nicola Smith, Mayor