

**MINUTES OF THE WORK SESSION OF THE LYNNWOOD CITY COUNCIL  
HELD MONDAY, OCTOBER 19, 2020 AT 6:00 p.m. VIA ZOOM**

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**Attendance:**

Mayor Nicola Smith  
Council President Christine Frizzell  
Council Vice President Shannon Sessions  
Councilmember Ian Cotton  
Councilmember Ruth Ross  
Councilmember George Hurst  
Councilmember Jim Smith  
Councilmember Julieta Altamirano-Crosby  
Assistant City Administrator Art Ceniza  
  
Interim City Clerk Karen Fitzthum  
Executive Assistant Lisa Harrison  
City Attorney Rosemary Larson

**Others:**

Finance Director Sonja Springer  
Budget Supervisor Janella Lewis  
Communications Manager Julie Moore  
Strategic Planner Corbitt Loch  
Deputy Police Chief Chuck Steichen

Guests:  
none

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**Comments and Questions on Memo Items**

None

**COVID-19 Update (2:31 video 1/2)**

- Commander Steichen presented the COVID-19 update.
- Discussion followed about COVID-19 tests and flu shots.

**Executive Session**

*Mayor Smith announced that the council was going into Executive Session with the city attorney to discuss potential claims or risks regarding options related to the salary commission. The council was in executive session from 6:26 to 6:46.*

**New Business (0:28 video 2/2)**

*Motion made by Council President Frizzell, seconded by Councilmember Cotton, to schedule a special emergency business meeting on October 21, 2020 to consider and possibly pass an ordinance to eliminate the salary commission. Motion passed unanimously.*

**Update: Housing Action Plan (13:02 video 2/2)**

- Mayor Smith introduced Senior Planner Holdsworth and Planning Manager Winchell who updated the council on the Housing Action Plan and next steps. They reported that they will be back with an update to council on November 30,2020. Questions and answers followed.

45 **Presentation-Preliminary Budget for Executive Department (50:15 video 2/2)**

46 • Assistant City Administrator Art Ceniza reviewed the proposed budget for the executive department,  
47 assisted by Procurement manager Karen Fitzthum, Communications Manager Julie Moore and  
48 Executive Assistant Leah Jensen.

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50 • **Break (1:37:26 video 2/2)**

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52 **Presentation-Preliminary Budget for Administrative Services (1:49:03 video 2/2)**

53 • Finance Director Sonja Springer and Strategic Planner Corbitt Loch presented this budget along with  
54 highlights and strategic plans.

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56 *Motion made by Councilmember Cotton, seconded by Council President Frizzell, to extend the meeting*  
57 *to the end of the agenda. Motion passed unanimously. (2:10:15 video 2/2)*

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59 **Presentation-Preliminary Budget for the Legal Department (2:35:10 video 2/2)**

60 • Strategic Planner Corbitt Loch presented the budget for the legal department.

61 • Comments and questions followed.

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63 **Presentation-Preliminary Budget for the Legislative Department (2:53:29 video 2/2)**

64 Council President Frizzell presented the legislative department, followed by comments and questions.

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66 **Adjourn (3:09:00 video2/2)**

67 • Meeting adjourned at 10:00 p.m.

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DocuSigned by:  
*Nicola Smith*

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Nicola Smith, Mayor