10. CALL TO ORDER - The October 10, 2016 Business Meeting of the Lynnwood City Council, held in the Council Chambers of Lynnwood City Hall, was called to order by Mayor Nicola Smith at 7:00 p.m. The flag salute was led by Councilmember Sutton.

20. ROLL CALL

<table>
<thead>
<tr>
<th>Mayor &amp; Council:</th>
<th>Others Attending:</th>
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<tr>
<td>Mayor Nicola Smith</td>
<td>Finance Director Springer</td>
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<tr>
<td>Council President M. Christopher Boyer</td>
<td>Budget Coordinator Moore</td>
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<tr>
<td>Council Vice President Benjamin Goodwin</td>
<td>Strategic Planner Loch</td>
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<td>Councilmember Ian Cotton</td>
<td>Public Works Director Franz</td>
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<td>Councilmember Ruth Ross</td>
<td>Purchasing &amp; Contracts Mgr. Fitzthum</td>
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<td>Councilmember Shannon Sessions</td>
<td>Comm. Devt. Director Krauss</td>
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<td>Councilmember George Hurst</td>
<td>Parks &amp; Recreation Director Sordel</td>
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<td>Councilmember Shirley Sutton</td>
<td>Ec. Devt. Director Kleitsch</td>
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<td>Asst. City Administrator Art Ceniza</td>
<td>Deputy Chief Nelson</td>
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<td>Executive Assistant Beth Morris</td>
<td>Human Resources Director Scarlett</td>
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<td>Inter-Governmental Liaison Israel</td>
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<td>Communications Manager Moore</td>
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<td>City Attorney Larson</td>
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30. APPROVAL OF MINUTES

Motion made by Council Vice President Goodwin, seconded by Councilmember Cotton, to approve the minutes of:

A. Work Session – September 21, 2016
B. Finance Committee – September 22, 2016
C. Special Work Session – September 22, 2016
D. Business Meeting – September 26, 2016
E. Work Session – October 3, 2016

Motion passed unanimously to pass the minutes as presented.

40. MESSAGES AND PAPERS FROM THE MAYOR

Mayor Smith stated she would save her comments for the Budget presentation.

50. CITIZENS COMMENTS AND COMMUNICATIONS

Ted Hikel, 3820 – 191st Place SW, Lynnwood, WA, referred to his comments at the 9/26/16 meeting about missing information in the minutes. He noted that he had been reminded by city staff that the meeting agenda for that meeting had been reordered at the meeting and that all the information was actually in the minutes, just not in the order of the printed
Mr. Hikel said he was looking for documentation of the Labor Contract and Memorandum of Understanding with the Firefighters Union that the Mayor presented to the Council, and the Council approved. He stated that no publication of these documents has ever taken place, so this afternoon he filed a public records request to obtain these documents. He also asked about the Preliminary Budget and was told it was still being put together this afternoon, but it should be available tomorrow. He will be requesting a copy of that. He has also requested to have all the documents involved in meetings of city officials with Fire District 1. He is happy to see that the agenda item regarding the Regional Fire Authority Planning Committee says that the purpose is, “to explore and consider the formation of a Regional Fire Protection Authority.” He thinks it is important because there is a lot of work to do before the City goes down this road. The difference between having this put on the ballot next August or not is the difference of millions of dollars to the property owners in Lynnwood. He expressed concern that 80% of the vote will come from the Fire District where they will have no, or little, increase in taxes, and 20% of the vote will come from the City of Lynnwood whose residents will bear the financial burden. He hopes this issue will be considered as well as the transfer of millions of dollars of property and equipment that would occur and the transfer of millions of dollars in other funds, which would mean a loss to the citizens of Lynnwood.

60. PRESENTATIONS AND PROCLAMATIONS

A. Proclamation: Domestic Violence Awareness Month

Councilmember Sutton read the Proclamation recognizing October 2016 as Domestic Violence Awareness Month and the third week of October as YWCA Week Without Violence in Lynnwood and calling upon public officials, educators, businesses, communities, volunteers, and all the people of Lynnwood, Washington to observe this week and month and to join together to end violence in our community.

Council President Boyer moved that the Council concur in the proclamation. Motion passed unanimously.

Tiffany Krusey, Lynnwood Police Department Domestic Violence Coordinator; Kelsey Brown, Children’s Domestic Violence, YWCA; and Mary Ann Dillon, YWCA King-Snohomish County accepted the Proclamation. Mary Ann Dillon thanked the City for taking time to recognize that this is a problem in our communities as 1 in 3 people suffer from domestic violence. 85% of the people the YWCA serves have experienced domestic violence at some time in their life. The YWCA partners with Domestic Violence Services in trying to create a seamless continuum of care for the families in the community. She is grateful they are coming together to try to create a better community.

Tiffany Krusey stated she would provide the proclamation to Deb Bordsen of Domestic Violence Services tomorrow since she was not able to attend tonight. She stated that the Lynnwood Police Department, staff, and volunteers have graciously donated to Pathways in Lynnwood and Domestic Violence Services 15 baskets including blankets and toiletries for the victims of domestic violence, 5 baskets of children’s items, and 13 baskets to go to domestic violence services. She reviewed statistics in the City of Lynnwood and noted that every 11 hours a domestic violence report is made in the
City. Over 1400 phone calls were made to victims of domestic violence in 2015. There were over 278 in-person contacts made by the Victims Services Coordinator in 2015 to provide information on services and ongoing criminal cases. Acura of Lynnwood has provided an Acura to transport victims and supplies when needed. Ms. Krusey stated she is grateful to work for a city that recognizes the impact of domestic violence on the community and supports providing a position to help those in need.

B. Proclamation: Indigenous Peoples’ Day

Councilmember Cotton read the Proclamation recognizing October 10, 2016 as Indigenous Peoples’ Day in Lynnwood and calling upon public officials, educators, businesses, communities, volunteers, and all the people of Lynnwood, Washington to observe this day to honor and celebrate the thriving cultures and positive values of the Indigenous People of our region.

_Councilmember Cotton moved that the Council concur in the proclamation. Motion passed unanimously._

Brenda Bequettte, Edmonds School District, Indian Education Department, accepted the Proclamation on behalf of families, students, business owners, and residents of Lynnwood. She thanked the City for this historical event.

C. Proclamation: National Arts and Humanities Month

Council President Boyer read the Proclamation recognizing October as National Arts and Humanities Month in the City of Lynnwood and encouraging all citizens to celebrate and promote the arts and culture in our nation and to participate in and advocate for the arts and humanities in our city.

_Council President Boyer moved that the Council concur in the proclamation. Motion passed unanimously._

Parks, Recreation, and Cultural Arts Director Lynn Sordel and Paul Richards, Lynnwood Arts Commission, accepted the Proclamation. Director Sordel thanked all the wonderful people that volunteer their time to make our arts so special in the community, especially the Arts Commission.

D. Presentation of Mayor’s Preliminary Biennial Budget for 2017-18

Mayor Smith reviewed highlights of the Memorandum in Mayor’s Proposed Budget for the 2017-2018 Biennium and discussed the budget binders which were distributed to the Council. The Preliminary Biennial Budget is available for download on the city’s website at: http://www.lynnwoodwa.gov/Government/Budget-and-Finance/Biennial-Budget.htm She noted that the binders are quite a bit bigger than budget binders in the past due to new and more detailed Budgeting for Outcomes/Priority-Based Budgeting process. She expressed appreciation to all the department directors, city staff, advisory board members, and citizens that have worked diligently to put together their budget proposals. She explained and discussed that the following factors were kept in mind as the budget was prepared.
- The community vision, which was adopted by City Council in 2009 and reaffirmed in 2015
- City Council’s priorities
- Current and future growth
- Diversity, equity and inclusion
- Preparing for Light Rail

Finance Director Sonja Springer further introduced the Council to the contents of the notebooks and identified major changes from the 2015-16 budget process. She then reviewed the schedule of remaining budget meetings that will occur over the next couple months. The schedule of the meetings can be found on the city website at: http://www.lynnwoodwa.gov/Government/Budget-and-Finance/Biennial-Budget.htm There will be a total of 12 budget meetings about the proposed budget.

70. WRITTEN COMMUNICATIONS AND PETITIONS

Mayor Smith stated she had received a written petition from the residents of Plaza 44 asking the City to light the Christmas tree in the library parking lot. It was signed by 22 residents.

80. COUNCIL COMMENTS AND ANNOUNCEMENTS

80.1 M. Christopher Boyer asked everyone who applauded for the Indigenous Peoples’ Proclamation to be aware that one of the most significant activities of America’s indigenous peoples in the last 150 years is going on right now in the Dakotas with the Standing Rock Sioux Tribe. He asked that people add their voices in support of the Tribe and how they are trying to preserve their heritage, sacred grounds, and water.

80.2 Ruth Ross said she had a great meeting with the Parks Board earlier this month. They had a preview of the budget presentation with good comments. Today is her son’s birthday. She commented that her son served five years in the Marines. Since Veterans Day is coming it’s a good time to show appreciation to those who served.

80.3 Ian Cotton urged everyone to register to vote and then vote.

80.4 Shirley Sutton reminded everyone to be careful now that it’s getting dark earlier and take care of their health. The Council will be making a confirmation appointment tonight for the Lynnwood Public Facilities District Board Position #4 which is being vacated by long-time board member Michael Echelbarger. There will be a reception for him held on November 1 from 5-6 p.m. at the Lynnwood Convention Center. Everyone is invited to attend.

80.5 George Hurst stated he attended Community Transit’s 40th Anniversary Celebration last Thursday. The Governor was also in attendance. He was stated he has been impressed with the organization and the way they respond to the needs of the residents. He referred to the three proclamations that were read tonight, and spoke to the importance of each one.
Shannon Sessions said she represented the Council at Lynnwood University again last Thursday at the Police Department and enjoyed herself greatly. She thanked the directors and staff who work so hard on these programs and on the budget. She stated she is excited about the budget.

Benjamin Goodwin also thanked the directors and those that were involved in putting together the budget binder. He acknowledged the tremendous amount of time this took. He commented that it is both wonderful and terrible that they have to recognize October as Domestic Violence Awareness Month. Hopefully in the future we won’t have to recognize it because future generations will know proper ways to communicate and resolve issues.

90. BUSINESS ITEMS AND OTHER MATTERS

90.1 UNANIMOUS CONSENT AGENDA

Councilmember Sessions moved for unanimous consent of the following items:

A. Final Acceptance: 204th Street SW Extension & Improvement Project
Grant final acceptance of the work performed under the contract for the 204th Street SW Extension & Improvement Project, subject to the requirements of appropriate State and Federal agencies, if any, and ultimately release of the retention to the contractor. The final payment to the contractor is $3,573,460.58.

B. Final Acceptance: 204th Street SW Extension & Improvement Project
Authorize the Mayor to approve final acceptance of the work performed under the contract for the WWTP Chlorination & Headworks Screening Upgrade Project, subject to the requirements of appropriate State and Federal agencies, if any, and ultimately release of the retention to the contractor. The total final payment to the contractor will be $657,989.44.

C. Contract Extension: Photo Enforcement
Authorize the Mayor to execute a contract amendment with American Traffic Solutions to extend the existing contract through January 19, 2017, and if extended again by the City of Seattle, for a period up to one year.

D. Contract Award: Point of Sale Credit Card Payment Services
Authorize the Mayor to execute a contract with Elavon for 5 years with an option for an additional 5 year term at an estimated annual cost of $40,000, inclusive of taxes. The estimated cost will vary depending upon the volume of transactions, and will rise as the public continues to migrate to online and electronic payment options.

E. Contract Award: Point of Sale Recreation Center
Authorize the Mayor to execute a contract with the Active Network through December 1, 2017 at the cost of $39,878.54 for Point of Sale services for the Recreation Center.

F. Voucher Approval
Approve claims and payroll in the amount of $1,421,323.56 and $1,251,977.13 respectively.

Motion passed unanimously.

90.2 PUBLIC HEARINGS OR MEETINGS

90.3 OTHER BUSINESS ITEMS

A. Confirmation: Appointment to the Lynnwood Public Facilities District Board, Position #4

Council President Boyer noted that this Board has a very low turnover rate so it is important to approach this appointment thoughtfully. The Board as currently constituted has done a wonderful job, but he has been increasingly aware that it is a board that lacks diversity. There are candidates for the board who are female and candidates who are from non-European heritage which he thinks is a really good thing.

Councilmember Sessions said she was impressed by the three applicants they received for this position. She remembers many years ago as the Editor for *The Enterprise* when this Board was first established.

Councilmember Ross echoed that the three candidates who put their names forward are all excellent candidates.

Councilmember Sutton commented that since they can only select one person for this position, she hopes the individuals who aren’t selected will continue to put their name in for boards and commissions. She also recommended that staff keep track of the names of people who apply for boards and commissions so they can be considered for future positions. Council President Boyer concurred.

Councilmembers marked ballots with their first, second, and third choices. Council Assistant Morris tallied the votes. Mayor Smith announced that it was very close, but Rosario Reyes was the first choice.

Motion made by Council President Boyer, seconded by Councilmember Ross, to appoint Rosario Reyes to the Lynnwood Public Facilities District Board of Directors, Position #4, for a term ending on October 18, 2020. Motion passed unanimously.

B. Resolution: Regional Fire Authority Planning Committee

Councilmember Sessions recused herself from this item so as to avoid any potential conflict of interest.

Motion made by Councilmember Cotton, seconded by Council President Boyer, to adopt Resolution No. 2016-18 “A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF LYNNWOOD, WASHINGTON, AUTHORIZING PARTICIPATION
IN A REGIONAL FIRE AUTHORITY PLANNING COMMITTEE."

Councilmember Cotton commented that it is important to know that this is a
general framework. He thanked staff for their work on establishing that
framework for the Council. He is looking forward to working with the City’s
partners in the Fire District and discussing this at great length.

Motion passed unanimously.

C. Executive Session, if needed – Not held

100. NEW BUSINESS

Councilmember Hurst commented that at one time they had talked about having a sort
of citizen town hall about the budget. He asked if there was still any interest in doing
this. Councilmember Cotton agreed that this would be a great way to offer an invitation
to people that wasn’t so formal. Council Member Cotton mentioned that Council
Member Sutton originally brought this topic up. He referred to the Biennial Budget
Planning Calendar and asked what would need to be done to include an informal
meeting. There was consensus to discuss it at the next work session.

110. ADJOURNMENT

The meeting was adjourned at 8:25 p.m.

Nicola Smith, Mayor

Sonja Springer, Finance Director