

1 **MINUTES OF THE WORK SESSION OF THE LYNNWOOD CITY COUNCIL HELD, MONDAY,**  
2 **March 2, 2020 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS.**  
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5 **Attendance:**

6 Mayor Nicola Smith	Council Member George Hurst
7 Council President Christine Frizzell	Council Member Jim Smith
8 Council Vice President Shannon Sessions (absent)	Council Member Julieta Altamirano-Crosby
9 Council Member Ian Cotton	
10 Council Member Ruth Ross	Assistant City Administrator Art Ceniza
	Executive Assistant Beth Morris

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12 **Others:**

13 Finance Director Sonja Springer  
14 Human Resources Director Evan Chinn  
15 Accounting Manager John White  
16 Actg. City Clerk/Chief Procurement Mgr. Karen Fitzthum  
17 Strategic Planner Corbitt Loch  
18 Inter-Governmental Liaison Gina Israel

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21 **Comments and Questions on Memo Items**

22 M-1 Interlocal Agreement: Funding Authorization – Water Meter Replacements, State Energy  
23 Performance Contracting.

- 24 • No discussion.  
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26 **Salary Commissioner Interview: Applicant Alyssa Pulliam**

- 27 • Director Chinn introduced Ms. Pulliam.  
28 • Mayor Smith asked Ms. Pulliam to share a little of her background and why she wanted to be on the  
29 Salary Commission.  
30 • Council questions and comments.  
31 • Ms. Pulliam’s appointment will be confirmed on the March 9<sup>th</sup> Unanimous Consent Agenda.  
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33 **Proposed Amendment: Sister City Resolution**

- 34 • Liaison Israel reviewed the proposed amended resolution with Council.  
35 • Council questions and comments.  
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37 **Briefing: Ordinance on the City’s Assumption of the Transportation Benefit District (TBD)**

- 38 • This item was pulled from the agenda due to staff illness.  
39 • Council will be briefed at the May 9<sup>th</sup> Business Meeting Public Hearing.  
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41 **Discussion: Approach to Obtaining City Attorney Services**

- 42 • Strategic Planner Loch led the discussion.  
43 • The purpose of the agenda item was to obtain guidance from the City Council whether to a) continue  
44 to contract for city attorney services or b) hire a city attorney and supporting staff as city employees.  
45 • Council questions and comments.  
46 • It was the consensus of the council to go out for a Request for Proposal (RFP).  
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**Budgeting for Outcomes Basics**

- Strategic Planner Loch led the discussion reviewing the basic elements of budgeting for outcomes as the city begins the process this year of developing the 2021-2022 biennial budget scheduled for council adoption in the fall of 2020.
- Handout: Budgeting for Outcomes (BFO) Process – Overview
- Council questions and comments.

**Executive Session – if needed**

- None.

**Mayor Comments and Questions**

- Mayor Smith briefed the Council on a meeting she held with her staff today regarding COVID-19 and referred to an e-mail she put out to All Users prior to the council meeting.

**Council President and Council Comments**

- Council President Frizzell attended the Snohomish Health District Board of Health special meeting earlier which provided a coronavirus briefing for elected officials. She briefed the Council on some of her take-aways.
- Council Member Hurst commented on King County purchasing a motel for isolation purposes and some news regarding the Federal Emergency Management Agency (FEMA) bringing in some trailers to be used for isolation.
- Council Member Hurst commented briefly on the response he received from the Municipal Research and Services Center (MRSC) regarding short business meetings and Council’s desire to add discussion items if time permitted.

**Adjournment:**

- Meeting adjourned at 8:40pm.

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Nicola Smith, Mayor