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**MINUTES OF THE
LYNNWOOD CITY COUNCIL FINANCE COMMITTEE
HELD THURSDAY, JANUARY 28, 2021 AT 3:00 p.m. VIA ZOOM**

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A. Attendance:

Council President George Hurst
Councilmember Julieta Altamirano-Crosby
Councilmember Christine Frizzell

Others Attending:
Acting Finance Director Corbitt Loch
Parks, Recreation and Cultural Arts Director Lynn Sordel
City Treasurer Cyndie Eddy
Interim Accounting Manager Janella Lewis

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A. Elect Finance Committee Chair

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Councilmember Frizzell volunteered to continue as chair and asked if other Committee members wished to serve as chair. Both declined and Councilmember Frizzell was elected as chair.

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B. Discuss: 2021 Calendar of meetings

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The committee reviewed the calendar which calls for meetings on the fourth Thursday of each month except August and December, and the 3rd Thursday in November (due to the Thanksgiving holiday). The calendar was approved unanimously.

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C. Discuss: Golf Course Annual Report

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Director Sordel shared the 2020 golf course report which revealed that patronage was higher than it has been in several years. The desire to recreate outdoors with less risk of the pandemic seems to be the key reason for this increase. He explained that they plan to devote some of the revenue earned to redesigning the tee box for hole 14 to reduce the instances when tee shots leave the fairway. They also plan to add a café for additional sales activity.

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- Councilmember Altamirano-Crosby asked if the department plans on holding the annual tournament which raises money for scholarships. Sordel stated that it might be difficult to get sponsors this year and that it may need to be a virtual event.
 - Councilmember Altamirano-Crosby stated that she is concerned that people in the BIPOC community may not know about the golf course and the Park Foundation Scholarships for recreation fees. She asked that Sordel work on messaging in several languages.

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D. Sales tax revenue- November 2020

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Acting finance director Corbitt Loch shared the November 2020 sales tax revenue compared to 2019 and stated that, while down from last year, results are encouraging. Year-to-date was down 12.6% compared to 2019 with some categories (vehicle sales for example) doing fairly well. December 2020 results will be available at the next Finance Committee meeting.

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E. Sales tax projections- January - March 2021

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The team reviewed the projections prepared by Director Springer prior to her retirement. Loch stated that at this point there is no need to make adjustments.

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F. New business

43 Frizzell asked if there were any other issues that the committee would like to look at or bring to
44 the full city council.
45 • Loch mentioned that the Finance Department continues to track utility revenues, which are
46 down due to late or non-payments. In collaboration with Public Works, Finance working on
47 code amendments for when the moratorium is lifted on late fees and shut-offs. The group
48 agreed that the finance committee should review the latest aging report next month and
49 decide if it need to be presented to the full council. Accounting Manager Lewis agreed to
50 update the utility aging report, breaking out residential versus commercial accounts.
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53 The meeting was adjourned at 4:00 pm.
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56 *Corbitt Loch*
57 _____
58 Corbitt Loch, Acting Finance Director