

**MINUTES OF THE WORK SESSION OF THE LYNNWOOD CITY COUNCIL
HELD MONDAY, JULY 20, 2020 AT 6:00 p.m. VIA ZOOM**

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
Exec. Asst. to the Mayor Leah Jensen
Deputy City Clerk Debbie Karber

Others:

Commander Chuck Steichen
Deputy Parks & Rec. Director Sarah Olson
Dir. Ec. Devt/Interim CD David Kleitsch
Deputy Police Chief Jim Nelson
Events & Outreach Coord. Misty Burton-Burke
Police Commander Sean Doty
Building Official Robert Mathias

Comments and Questions on Memo Items

Memorandums for Future Agenda items: (1:00)

- M-1 Contract Supplement: Scriber Creek Trail Improvements
 - Councilmember Hurst asked for clarification about costs of the trail. Deputy Director Olson reviewed the costs and funding for each of the three phases.
- M-2 Resolution: Authorizing Grant Applications to the Recreation and Conservation Office (RCO)
- M-3 Public Hearing on July 27, 2020: Interim Floodplain Development Regulations Ordinance

Memorandums for Your Information:

- FYI-1 EGGS-plore Lynnwood Auction Proceeds

COVID-19 Update (4:00)

- Commander Steichen presented an overview of COVID-19 current statistics in Lynnwood, Snohomish County, and Washington State. He also gave updates on the distribution of low income face coverings, business relief fund grants, and community relief fund grants.
- Questions and answers followed.
- Councilmember Hurst requested a list of businesses that receive grants. Mayor Smith explained that Council would be provided a list.
- Councilmember Cotton suggested that staff reiterate general guidelines and recommendations for people to help reduce the spread of the virus.
- Councilmember Ross requested information about the lag time of the cause of death determination and also a comparison of deaths at home from last year to this year. Commander Steichen stated he would try to obtain that information.
- Councilmember Smith requested information about underlying health conditions in those whose cause of death was determined to be Covid-19. Commander Steichen stated that the Department of Health was not able to provide that information.

Discussion: Special Event Permitting (40:00)

- Deputy Director Sarah Olson made a PowerPoint presentation regarding special event permitting. She reviewed the process improvement roadmap and current permitting issues.
- Events & Outreach Coordinator Misty Burton-Burke reviewed parts of the current special events permitting process and pain points associated with each one. Deputy Director Olson reviewed process recommendations being considered such as: a rubric for reviewing applications, an update to current fee and deposit requirements, maintaining a Special Event Navigator position, removing notary requirement/shift to electronic signature, allowing for reoccurring event approvals, and making updates to workflow and approval process.
- Questions and answers followed.

Ordinance Repealing Custodial Care Standards – LMC 2.37 (1:16:50)

- Police Commander Doty discussed his recommendation to repeal the custodial care standards chapter from the Jail Policies and Procedures Manual due to outdated language which conflicts with current policy.
- Questions and answers followed.

Mayor Comments and Questions

- None

Council President and Council Comments (1:25:00)

- Councilmembers made comments about recent events in the community.
- Councilmember Cotton requested bringing forward discussion related to signing authority for the Mayor. Councilmember Hurst spoke in support of this also. Council President Frizzell indicated she would look into it.
- Councilmember Hurst announced he would not be able to attend the Special Council Finance Meeting on Thursday due to a funeral. Councilmember Smith announced he also might not be able to attend that meeting because of a prior commitment.

Executive Session – if needed

- None.

Adjourn

- Meeting adjourned at 7:34 p.m.

DocuSigned by:

Nicola Smith

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Nicola Smith, Mayor