

CITY OF LYNNWOOD  
CITY COUNCIL BUSINESS MEETING MINUTES  
December 14, 2009

1  
2 10. CALL TO ORDER - The December 14, 2009 Business Meeting of the Lynnwood City  
3 Council, held in the Council Chambers of Lynnwood City Hall, was called to order by  
4 Mayor Gough at 7:00 p.m. The flag salute was led by Councilmember Ted Hikel.

5  
6 20.

ROLL CALL

Mayor Don Gough  
Council President Ruth Ross  
Council Vice President Stephanie Wright  
Councilmember Ted Hikel  
Councilmember Loren Simmonds  
Councilmember Jim Smith  
Councilmember Mark Smith  
Councilmember Lisa Utter

Council Assistant Beth Morris

Others Attending:

Kerri Lonergan, Newly Elected Councilmember  
Kimberly Cole, Newly Elected Councilmember  
Judge Moore  
Judge McKeeman  
Marie Little, Historical Commission

Others Attending:

Finance Director Moir  
Parks & Recreation Director Sordel  
Economic Devt Director Kleitsch  
Public Works Director Franz  
Deputy PW Director Elekes  
Courts Administrator O’Cain  
Fire Chief Olson  
Assistant Chief Macke  
Assistant Chief Gates  
Community Devt Director Krauss  
Senior Planner Rivera  
Assistant Finance Director Haugan  
City Attorney Frimodt  
Acting Human Resources Director Itaoka  
Asst. Parks and Rec. Director Anderson  
Project Manager Septelka  
Parks and Rec. Center Team  
Frank Navage, AFSCME Representative

7  
8  
9 30. APPROVAL OF MINUTES

10  
11 *Motion made by Councilmember Utter, seconded by Council President Ross, to approve the*  
12 *following minutes:*

- 13  
14 A. *Work Session 11/18/2009*  
15 B. *Business Meeting 11/23/2009*  
16 C. *Work Session 11/30/2009*  
17 D. *Special Work Session 12/02/2009*  
18 E. *Work Session 12/07/2009*

19  
20 *Motion passed unanimously.*

21  
22 *Motion made by Councilmember Mark Smith, seconded by Council President Ruth Ross, to*  
23 *excuse Councilmember Lisa Utter from the November 30 Work Session and the December 9*  
24 *Special Work Session. Motion passed unanimously.*

25  
26 40. MESSAGES AND PAPERS FROM THE MAYOR - None

1  
2 50. COUNCIL COMMENTS AND ANNOUNCEMENTS  
3

4 50.1 Council President Ruth Ross thanked everyone for eight years of support, especially  
5 city staff members. She will miss everyone.

6 50.2 Councilmember Lisa Utter thanked everyone for the pleasure of serving for twelve  
7 years.

8 50.3 Councilmember Mark Smith had no comments.

9 50.4 Councilmember Jim Smith commented that the crowd tonight was the biggest he'd seen  
10 in his 22 years. He reiterated his thanks to Councilmembers Ruth Ross and Lisa Utter  
11 for their years of service. He discussed his understanding of the term *Merry Christmas*  
12 and wished everyone Merry Christmas and Happy New Year.

13 50.5 Council Vice President Stephanie Wright had no comments.

14 50.6 Councilmember Ted Hikel thanked Director Emily Yim for putting on the program  
15 about gangs in our city. He wished everyone a Merry Christmas and a Happy New  
16 Year. He congratulated the Mayor and three members of the audience who will be  
17 sworn in shortly. He is looking forward to working together in the New Year to move  
18 Lynnwood forward. He thanked Mrs. Gough and Mrs. Hikel for providing treats  
19 tonight.

20 50.7 Councilmember Loren Simmonds expressed his appreciation to Trinity Lutheran  
21 Church and the Good Shepherd Baptist Church for opening their facilities and  
22 providing shelter for protection from the unseasonably cold weather at night for  
23 numerous homeless individuals. He also thanked local hospital vendors for donating  
24 the contents for 100 hygiene packets containing soap, shampoo, hair conditioner, body  
25 lotion, razor and shaving cream, toothbrush, toothpaste, mouthwash and a comb.  
26

27 60. PRESENTATIONS AND PROCLAMATIONS  
28

29 A. Presentation: Roman L. Blodgett  
30

31 Councilmember Jim Smith recognized Roman L. Blodgett with a Certificate of  
32 Appreciation for his service to our country.  
33

34 *Motion made by Councilmember Jim Smith, seconded by Council President Ruth Ross,*  
35 *that the Council concur in the proclamation. Motion passed unanimously.*  
36

37 Councilmember Jim Smith noted that there a lot of people in Lynnwood that have served  
38 our country well. Mr. Blodgett has done a wonderful job and has made his city proud.  
39

40 B. Historical Recognition  
41

42 Mayor Gough read the proclamation designating Marie Little as official "City  
43 Historian," designating "Marie Little Drive," and providing that a key to the city be  
44 given to her.  
45

46 *Motion made by Council President Ruth Ross, seconded by Councilmember Hikel, that*  
47 *the Council concur in the proclamation. Motion passed unanimously.*  
48

1 Mayor Gough presented Ms. Little with the proclamation, reviewed Ms. Little's  
2 accomplishments, presented her with a plaque designating her as the Official City  
3 Historian and presenting her with a key to the city. Gloria Rivera presented Ms. Little  
4 with a replica of the sign at Marie Little Drive at Heritage Park. Many family members  
5 were present to celebrate Ms. Little's accomplishments.  
6

#### 7 C. Swearing In of Newly Elected Officials 8

9 Judge Moore swore in new Councilmembers Kimberly Cole and Kerri Lonergan,  
10 returning Councilmember Mark Smith and Mayor Gough.  
11

12 Mark Smith gave a statement thanking his family for their support, thanking  
13 Councilmembers Utter and Ross for their service, and looking forward to the future.  
14

15 Mayor Gough recessed the meeting at 7:43 until 7:57 p.m.  
16

17 71. WRITTEN COMMUNICATIONS AND PETITIONS - None  
18

#### 19 80. CITIZENS COMMENTS AND COMMUNICATIONS 20

21 80.1 Lamara Wolf, 5315 188<sup>th</sup> Street SW, encouraged the Council to keep the exercise  
22 room open at the North Administration Building.  
23

24 80.2 Paul Helmke, 5315 188<sup>th</sup> Street SW, also spoke in support of moving all of the  
25 exercise equipment, especially the dumbbells, to the North Administration Building.  
26

#### 27 90. BUSINESS ITEMS AND OTHER MATTERS 28

##### 29 90.1 UNANIMOUS CONSENT AGENDA 30

31 Councilmember Jim Smith asked that item C be removed from the Consent Agenda.  
32

33 *Motion made by Council President Ruth Ross to approve the following Consent Agenda*  
34 *items:*  
35

##### 36 ***A. Recreation Center Renovation and Expansion Project Hazardous Materials*** 37 ***Abatement***

38 *Authorize the Mayor to sign Addendum Number 2 to the existing contract with PBS*  
39 *Engineering + Environmental, located in Seattle, Washington, in an amount not to*  
40 *exceed \$3,350.00 for hazardous materials Abatement Period Services for the*  
41 *Recreation Center Renovation and Expansion Project.*

1  
2 **B. Purchase Requisition: Lift Station #10 Fire Repairs, Advance Purchase of**  
3 **Generator for Lift Station #16**

4 *Authorize the Mayor to approve a purchase order for the purchase of a portable*  
5 *generator for immediate use at Sewer Lift Station #10 and ultimately at Lift Station #16*  
6 *in an amount not to exceed \$150,000.*

7  
8 **D. Medic 7 Foundation Grant**

9 *Authorize the Mayor to accept the donation for two Lifepak 15 heart monitoring and*  
10 *treatment systems for the Lynnwood Fire Department.*

11  
12 **E. Voucher Approval**

13 *Approve claims and payroll in the amount of \$2,340,575.80 and \$1,236,863.98*  
14 *respectively, and that the lists be made a part of the record of this Council meeting.*

15  
16 *Motion carried unanimously to approve the Consent Agenda items A,B,D and E..*

17  
18 **C. Transport Billing Contract**

19  
20 *Motion made by Councilmember Hikel, seconded by Council Vice President Wright, to*  
21 *authorize the Mayor to sign a contract with ADPI-Intermedix on behalf of the City.*

22  
23 Councilmember Hikel explained the need for this contract. Councilmember Jim Smith  
24 stated he would be voting against the item due to philosophical differences about  
25 charging for the transport services.

26  
27 *Motion carried.*

28  
29 90.2 PUBLIC HEARINGS OR MEETINGS - None

30  
31 90.3 UNFINISHED BUSINESS - None

32  
33 90.4 OTHER BUSINESS ITEMS

34  
35 **A. Recreation Center Project General Contractor/Construction Manager (GC/CM)**  
36 **Contract**

37  
38 *Motion made by Councilmember Hikel, seconded by Councilmember Mark Smith,*  
39 *to authorize the Mayor to sign the General Contractor/Construction Manager*  
40 *(GC/CM) Contract with M.A. Mortenson, general contractor in Bellevue,*  
41 *Washington, for the construction of the Recreation Center Renovation and*  
42 *Expansion Project in an amount not to exceed \$17,059,870.*

43  
44 Councilmember Hikel spoke in support of the motion, discussing the need to  
45 upgrade the facility and increase our service to the community.

46  
47 Councilmember Utter discussed the difficulty she had in making a decision about  
48 this item. The \$10 million to upgrade the swimming pool facility is a necessity, but

1 going to \$25 million does not seem as good an idea as it did in 2008 before the  
2 economy changed. She expressed concern that they have not scaled back this  
3 project in light of the City's economic situation.  
4

5 Councilmember Simmonds commented that the original recreation facility was  
6 constructed during the inflationary times of the 70's. He discussed the tremendous  
7 usage of the current recreation center and the opportunity to provide recreation and  
8 healthy exercise to many more people once this is complete. He agreed that it is a  
9 lot of money, but amortizing it out over thirty years makes it more agreeable. He  
10 believes that this is the right decision for the long-term.  
11

12 Councilmember Jim Smith clarified that he had never suggested closing the  
13 exercise room. He had suggested the option of purchasing temporary memberships  
14 at facilities throughout the city until the construction is complete. While he feels  
15 that this will be a wonderful facility, it is a lot more than he feels they should be  
16 paying for it right now. He stated that he has great respect for the construction  
17 company that is under consideration. He spoke in opposition of this project at this  
18 time because of the huge cost of this project, the need to borrow money to pay for  
19 it, and the ongoing expense of subsidizing the newly remodeled recreation center.  
20 He spoke in support of a renovation of the recreation center instead of an expansion  
21 which could be accomplished for only \$9 million. If this is approved it will result in  
22 more budgetary cutbacks, layoffs, or more taxes next year. He recommended  
23 putting this item hold for the time being and letting the voters decide on it.  
24

25 Councilmember Mark Smith expressed appreciation for Councilmember Jim  
26 Smith's viewpoint, but discussed his support for this investment in the recreation  
27 center. He believes that delaying or cancelling this project won't affect the city's  
28 budget difficulties at this time. He discussed direction given to the administration  
29 by the Council to develop policies that balance the budget without increasing taxes  
30 and without laying people off. This has been a very difficult process, but the  
31 department heads have stepped up to the challenge of cutting their budgets 3½%.  
32 He further commended the Mayor and administration for the latest proposal which  
33 will balance the budget through the end of 2010 without layoffs or cutting services.  
34 He stated that the recreation center has very little to do with the current budget. If  
35 the Council is concerned about using utility tax to balance the budget and not  
36 building the reserves to fund ongoing operations of the new recreation center we  
37 have the ability to raise the cable TV tax which would mostly offset this. If the  
38 Council is truly concerned about the administrations proposal not going far enough  
39 to balance the budget we have taxing capacity of over \$26 million. He stated that he  
40 would probably not support those taxes, but the capacity does exist. The City has  
41 been blessed with robust sales tax revenues and some of the lowest property taxes  
42 in Snohomish County. Scaling back the project or postponing or cancelling it would  
43 not help the budget and would seriously impact the future of this city.  
44

45 *Motion carried.*  
46

47 Director Sordel thanked Mayor Gough and the Council for their support of this  
48 project. This facility will be used to mark Lynnwood as a destination, not just a

1 place to pass through. He thanked the citizen advisory boards and commissions,  
2 department directors, and the project management team that are here tonight for  
3 their hard work in support of this project. He especially recognized Assistant Parks  
4 and Recreation Director Katie Anderson for all of her hard work.  
5

6 B. Ordinance: Council Assistant Step Increase  
7

8 *Motion made by Council President Ross, seconded by Councilmember Utter to*  
9 *adopt Ordinance No. 2808, "AN ORDINANCE OF THE CITY OF LYNNWOOD,*  
10 *WASHINGTON, RELATING TO THE POSTION OF ADMINISTRATIVE*  
11 *ASSISTANT TO THE CITY COUNCIL; AUTHORIZING A STEP INCREASE IN*  
12 *BASE HOURLY WAGES; PROVIDING FOR SEVERABILITY, AN EFFECTIVE*  
13 *DATE, AND SUMMARY PUBLICATION." Upon a roll call vote, the motion passed*  
14 *unanimously (7-0).*  
15

16 C. Resolution: Interfund Loan from Utility Fund to General Fund  
17

18 *Motion made by Councilmember Hikel, seconded by Council President Ross, to*  
19 *approve Resolution No. 2009-24, "A RESOLUTION OF THE CITY COUNCIL OF*  
20 *THE CITY OF LYNNWOOD, SNOHOMISH COUNTY, WASHINGTON,*  
21 *AUTHORIZING AN INTERFUND LOAN FROM THE UTILITY FUND TO THE*  
22 *GENERAL FUND."*  
23

24 Councilmember Hikel spoke in support of this to enable the city to carry on in a  
25 financially responsible pattern.  
26

27 Councilmember Simmonds requested that the Council be notified if and when such  
28 draw-downs are made. He asked that they also be informed of what has triggered  
29 the need for the draw-down.  
30

31 Councilmember Utter spoke against this motion since there is no plan to pay it  
32 back. She expressed frustration about getting accurate information on these  
33 amendments.  
34

35 Councilmember Mark Smith asked Finance Director Moir if he had a sense of how  
36 much of a loan the general fund would be taking at the end of the year. Director  
37 Moir estimated that it would be about \$1.5 million. He affirmed that this is a bridge  
38 loan to make sure there is enough cash on hand in the general fund to continue  
39 operating. He asked Director Moir if there is a plan on how to repay this loan which  
40 must be repaid within three years. Director Moir replied that the sales tax revenues  
41 that come in over projects will fund this. If sales tax revenues do not exceed  
42 projections. Director Moir stated that this would be accomplished through reducing  
43 expenses or increasing revenue.  
44

45 Councilmember Utter asked how much the sales tax revenues would have to come  
46 in above current projections to cover the general fund expenditures. Director Moir  
47 thought it would be between \$.5 million and \$1 million per year.  
48

1 Councilmember Hikel stated that in his experience with the city it is not uncommon  
2 to make interfund loans. It will be up to the Council in the future to decide how  
3 much is borrowed and how much is paid back based on the needs of the city and the  
4 ability to pay it back. He reiterated that they have a substantial amount of taxation  
5 authority that they have not used which would be available if necessary. He  
6 expressed confidence that they would be able to pay back any fund money that is  
7 taken out of the \$3 million.

8  
9 *Upon a roll call vote, the motion carried 4-3 with Councilmembers Simmonds,*  
10 *Mark Smith, Wright and Hikel voting in favor and Councilmembers Ross, Jim Smith*  
11 *and Utter voting against the motion.*

12  
13 D. Ordinance: Non-Rep Salary and General Updates/Changes to LMC 2.48

14  
15 *Motion made by Councilmember Hikel, seconded by Council President Ross, to*  
16 *adopt Ordinance No. 2809, "AN ORDINANCE AMENDING CHAPTER 2.48 OF*  
17 *THE LYNNWOOD MUNICIPAL CODE; AMENDING SECTION 2.48.175*  
18 *RELATING TO BASIC PAY PLAN, AND SECTION 2.48.185 RELATING TO PAY*  
19 *GRADE CLASSIFICATION FOR REGULAR EMPLOYEES OF THE CITY OF*  
20 *LYNNWOOD NOT OTHERWISE COVERED UNDER A COLLECTIVE*  
21 *BARGAINING AGREEMENT; PROVIDING FOR SEVERABILITY, PROVIDING*  
22 *AN EFFECTIVE DATE AND FOR SUMMARY PUBLICATION."*

23  
24 Councilmember Hikel commented that this is basically a housekeeping item.

25  
26 Councilmember Jim Smith asked if there were any changes on this other than the  
27 Asst. Fire Chief. Director Itaoka replied that the year had also been updated.

28  
29 *Upon a roll call vote, the motion carried unanimously (7-0).*

30  
31 F. Ordinance: Property Tax – Substantial Need

32  
33 Mayor Gough recommended handling this item first on the agenda since it applies  
34 to both items E and G. City Attorney Frimodt concurred.

35  
36 *Motion made by Councilmember Hikel, seconded by Council President Ross, to*  
37 *adopt Ordinance No. 2810, "AN ORDINANCE OF THE CITY OF LYNNWOOD,*  
38 *WASHINGTON, FINDING SUBSTANTIAL NEED TO SET THE LEVY LIMIT FOR*  
39 *THE FISCAL YEAR COMMENCING JANUARY 1, 2010, AT ONE PERCENT (1%)*  
40 *TO ENSURE ADEQUATE FUNDING; ESTABLISHING AN EFFECTIVE DATE;*  
41 *AND PROVIDING FOR SUMMARY PUBLICATION."*

42  
43 Councilmember Hikel explained that by law the city can raise up to 1% on property  
44 taxes each year as long as the cost of living goes up that amount. Because the  
45 Implicit Price Deflator rate was less than 1% this year, this ordinance is required to  
46 declare that there is a substantial need.

1           Upon a roll call vote, the motion carried (6-1) with Councilmembers Mark Smith,  
2           Utter, Wright, Hikel, Ross, and Simmonds voting in favor and Councilmember Jim  
3           Smith voting against the motion.  
4

5           E. Ordinance: 2010 Property Tax Levy  
6

7           *Motion made by Councilmember Hikel, seconded by Councilmember Wright, to*  
8           *adopt Ordinance No. 2811, "AN ORDINANCE LEVYING THE GENERAL TAXES*  
9           *FOR THE CITY OF LYNNWOOD FOR THE FISCAL YEAR COMMENCING*  
10           *JANUARY 1, 2010, ON ALL TAXABLE PROPERTY, BOTH REAL AND*  
11           *PERSONAL, SUBJECT TO TAXATION THEREON, FOR THE PURPOSE OF*  
12           *RAISING A PORTION OF THE REVENUE NEEDED TO CARRY ON CITY*  
13           *OPERATIONS FOR THE ENSUING YEAR, AS REQUIRED BY THE LAWS OF*  
14           *THE STATE OF WASHINGTON; ESTABLISHING AN EFFECTIVE DATE; AND*  
15           *PROVIDING FOR SUMMARY PUBLICATION."*  
16

17           Councilmember Hikel explained that this is to raise the 1% tax on property that  
18           they have done for the last couple years.  
19

20           *Upon a roll call vote, the motion carried (6-1) with Councilmember Jim Smith*  
21           *voting against the motion.*  
22

23           G. Ordinance: 2010 Emergency Medical Services Tax Levy  
24

25           *Motion made by Councilmember Hikel, seconded by Councilmember Wright, to*  
26           *adopt Ordinance No. 2812, "AN ORDINANCE LEVYING THE EMS TAXES FOR*  
27           *THE CITY OF LYNNWOOD FOR THE FISCAL YEAR COMMENCING JANUARY*  
28           *1, 2010, ON ALL TAXABLE PROPERTY, BOTH REAL AND PERSONAL,*  
29           *SUBJECT TO TAXATION THEREON, FOR THE PURPOSE OF RAISING A*  
30           *PORTION OF THE REVENUE NEEDED TO CARRY ON CITY EMS*  
31           *OPERATIONS FOR THE ENSUING YEAR, AS REQUIRED BY THE LAWS OF 14*  
32           *THE STATE OF WASHINGTON; ESTABLISHING AN EFFECTIVE DATE; AND*  
33           *PROVIDING FOR SUMMARY PUBLICATION."*  
34

35           Councilmember Hikel stated that this would place into effect the levy that the  
36           voters approved for the year 2010. He expressed appreciation for the voters'  
37           support.  
38

39           *Upon a roll call vote the motion carried unanimously (7-0).*

1  
2 H. Ordinance 2009-2010 Mid-Biennial Budget Amendment  
3

4 *Motion made by Councilmember Hikel, seconded by Councilmember Wright, to*  
5 *adopt Ordinance 2813, "AN ORDINANCE OF THE CITY OF LYNNWOOD,*  
6 *WASHINGTON, ADOPTING MODIFICATIONS TO THE 2009-2010 BIENNIAL*  
7 *BUDGET BASED ON THE CITY COUNCIL'S MID-BIENNIAL REVIEW;*  
8 *PROVIDING FOR TRANSMITTAL OF THE BUDGET MODIFICATION TO THE*  
9 *STATE; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND*  
10 *SUMMARY PUBLICATION."*

11  
12 Councilmember Hikel stated that this would adjust the budget downwards by 3.5%.  
13

14 Councilmember Utter emphasized that it is very important to reduce the spending  
15 authority and that is one of the reasons she has been pushing to approve biennial  
16 budget amendments. However, this one includes too many transfers of one-time  
17 monies in order to continue operations including complete depletion of the revenue  
18 stabilization fund, complete usage of the \$2.2 million from the library including the  
19 funding that was approved to build reserves for the recreation center, and  
20 movements out of capital development. She stated that she cannot support this and  
21 will be voting against it.  
22

23 Councilmember Simmonds asked Finance Director Moir if the plan that was put  
24 forth by the administration would carry us through the end of 2010 foregoing the  
25 additional 1.6% cuts. Finance Director Moir replied that it would. Councilmember  
26 Simmonds commented that that was not what he had heard last Wednesday when  
27 the same question was asked by Councilmember Mark Smith. He went on to say  
28 that if Finance Director Moir was not correct then the next step would probably be  
29 layoffs and furloughs. He asked if directors are already pursuing that. Finance  
30 Director Moir replied that the directors have always been pursuing that as a last  
31 resort to balance the budget. Councilmember Simmonds asked if they have been  
32 pursuing it in the sense of eliminating positions. Finance Director Moir said they  
33 have a number of vacated positions which are budgeted, but are not being filled.  
34 Councilmember Simmonds asked about cutting positions that are currently filled.  
35 Finance Director Moir said they are not cutting any positions that he is aware of;  
36 they are managing through attrition so when people resign or retire they are not  
37 filling the position if they do not absolutely have to. Councilmember Simmonds  
38 commented that in a service-oriented organization every time they do not fill a  
39 position it directly or indirectly impacts our level of service. Finance Director Moir  
40 agreed with that. Councilmember Simmonds stated that he thinks it is critical for  
41 the Council to have discussions about the policy early in 2010. He stated that the  
42 Council deserves the same information for their consideration at the same time that  
43 the administration and the department heads have it.  
44

45 Councilmember Mark Smith remarked that he recalled Finance Director Moir  
46 answering the question with a "Yes" last week. Then he had asked Director Moir if  
47 that was his best professional opinion based on the information we have now. He  
48 recalled that Director Moir had said, "Yes," and that things may change.

1 Councilmember Mark Smith stated that he had voted against this budget in 2008  
2 because he didn't feel the Council had the information it needed to make an  
3 informed decision. He stated that he was very frustrated with the process and will  
4 be presenting some ideas of how they could better manage the process next time.  
5 He reiterated that Council had sent a very clear message to the administration that  
6 after the initial 3.5% cuts they were not interested in laying people off or raising  
7 taxes. He commended the department directors and the administration, including  
8 the Mayor, for bringing forward the proposal. While it is not perfect, this is a once-  
9 in-a-lifetime situation. He commented that another way to look at it is that the  
10 Council and the administration are to be commended for creating the revenue  
11 stabilization fund and for funding it with \$2 million on top of the regular \$4 million  
12 reserves which remain intact. Regarding diverting the library money from capital  
13 projects, he said he would rather see a capital project delayed than to cut  
14 firefighters, police officers, and code enforcement or to have streets and parks  
15 unmaintained. He feels this is the best solution to a bad situation.

16  
17 Councilmember Jim Smith stated that they currently have two red light officer  
18 positions that are unfilled. He asked if those would be funded. Finance Director  
19 Moir replied that in this budget they have fully funded two new officers for the  
20 expansion of the red light program. Councilmember Jim Smith noted that one  
21 police officer has recently resigned and one that will be resigning the first half of  
22 2010. He asked if those two positions would be funded and replaced. Finance  
23 Director Moir stated that this is the police chief's decision, but they have not  
24 reduced the police department staffing. He said that the positions can be funded  
25 depending on what the future provides us. Councilmember Jim Smith expressed  
26 frustration with the vague answer. He asked if the police officers are not guaranteed  
27 to be funded. Finance Director Moir replied that this was correct; they are not  
28 guaranteed to be funded. Councilmember Jim Smith asked if the animal control  
29 officer position will be allowed to be funded after the animal control officer retires.  
30 Director Moir said the administration does not impose reductions in staffing unless  
31 the departments want to in order to balance their budget. Councilmember Jim Smith  
32 said his recollection was that there was no one that believed they wanted to reduce  
33 their staff; some felt pressured that they had to, but no one thought they should be  
34 reducing the staffing levels in the emergency services. He stated that he is  
35 significantly concerned about this and the decreased level of service.

36  
37 Councilmember Utter asked for a prioritization of which would be used first  
38 between the revenue stabilization fund and the interfund loan. Director Moir replied  
39 that the interfund loan has nothing to do with the budget; it has to do with the cash  
40 flow in the general fund. The utility system has the resources to loan the general  
41 fund money. The revenue stabilization fund would be used for the budget  
42 balancing. Councilmember Utter said that characterizing usage of the library money  
43 as merely postponing capital projects somewhat minimizes what we are doing  
44 which she feels is actually breaking a promise with the public. One of the things  
45 they told the public is that they would be using the money for capital projects, not  
46 that it would be used for ongoing expenses.

1                    *Upon a roll call vote the motion carried (5-2) with Councilmembers Wright, Hikel,*  
2                    *Ross, Simmonds, and Mark Smith voting in favor and Councilmembers Jim Smith*  
3                    *and Utter voting against the motion.*

4  
5                    I. Ordinance: 2010-2015 Capital Facilities Plan

6  
7                    *Motion made by Councilmember Hikel, seconded by Councilmember Wright, to*  
8                    *adopt Ordinance No. 2814, “AN ORDINANCE ADOPTING THE CAPITAL*  
9                    *FACILITIES PLAN FOR THE CITY OF LYNNWOOD FOR THE PERIOD 2010*  
10                    *THROUGH 2015; AND PROVIDING FOR AN EFFECTIVE DATE,*  
11                    *SEVERABILITY, AND SUMMARY PUBLICATION.”*

12  
13                    Councilmember Hikel stated that this is part of their requirement under the Growth  
14                    Management Act.

15  
16                    *Upon a roll call vote the motion carried (6-1) with Councilmember Jim Smith*  
17                    *voting against the motion.*

18  
19                    J. Executive Session, if needed – None held

20  
21                    100. NEW BUSINESS

22  
23                    *Councilmember Simmonds moved, Council Vice President Stephanie Wright seconded,*  
24                    *that the Council approve the Council Chambers to be used as a pickup location for the*  
25                    *homeless as deemed appropriate by the Winter Shelter Emergency Network . . . and that*  
26                    *the Council Chambers be made available on an over-flow basis only until such time as a*  
27                    *third facility is located and approved for use by the Lynnwood Fire Department.*

28  
29                    Councilmember Simmonds stated that the city needs to step up to the plate on this matter  
30                    and not keep pushing this matter out into the future. Mayor Gough commented that there  
31                    are a lot of administrative matters that are necessary to complete that motion.

32  
33                    Councilmember Jim Smith commented that they do not have the leaders of the program  
34                    here. There is a lot more to this than simply opening the building. It creates strains on  
35                    staffing for providing food and bedding. He said he does not want to delay this, but it is  
36                    working where it is right now and they have not maxed out. He expressed concern about  
37                    safety issues if they are understaffed.

38  
39                    Councilmember Utter commented that the motion merely authorizes usage; it does not  
40                    order implementation. She stated that she would be supportive of this.

41  
42                    Council Vice President Wright commented that the likelihood that this would be needed  
43                    is pretty slim, but if it was it would be under extreme circumstances. She acknowledged  
44                    that this was not a perfect plan, but felt it was important to have a backup in place  
45                    especially over the holidays when the Council will not be meeting. She recommended  
46                    that it also come back in January for further discussion.

1 Councilmember Mark Smith agreed with Councilmembers Wright and Utter. He thinks  
2 that the administration is quite capable of working out the details of how this gets used.  
3 He encouraged the administration to strongly suggest to the faith communities that if the  
4 city is to open this as an overflow shelter that the faith communities be prepared to help  
5 staff it. He thinks they would be willing to do that. He said he would support this motion.  
6

7 Councilmember Jim Smith said he would go along with authorizing this due to the  
8 upcoming break, but noted that he does have concerns. He underscored the fact that there  
9 is no plan.  
10

11 Councilmember Utter commented that the need is clearly growing in this community and  
12 we need to be as supportive as possible.  
13

14 Councilmember Simmonds restated the motion. Mayor Gough recommended changing  
15 *Lynnwood Fire Department* to the *City* on the last line. Councilmember Simmonds was  
16 in agreement with this.  
17

18 *Motion passed unanimously that the Council approve the Council Chambers to be used*  
19 *as a pickup location for the homeless as deemed appropriate by the Winter Shelter*  
20 *Emergency Network . . . and that the Council Chambers be made available on an over-*  
21 *flow basis only until such time as a third facility is located and approved for use by the*  
22 *City.*  
23

24 *Councilmember Hikel moved that the Council set a Special Business Meeting on*  
25 *Monday, January 4 at 7 p.m. with the sole item to have the election of officers and*  
26 *elected positions for the coming year. The motion was seconded by Council Vice*  
27 *President.*  
28

29 Councilmember Hikel commented that holding the Special Business Meeting at the first  
30 meeting of the new year would allow them to be ready to face the challenges of the new  
31 year. He recommended that they look into changing Council rules to provide for this each  
32 year.  
33

34 Councilmember Mark Smith said he was anticipating using part of the January 4 Work  
35 Session to discuss appointments and elections for the various Council offices. Having the  
36 election on that day might be hasty. He would rather see this scheduled as a discussion  
37 item on January 4 and then brought for a vote on January 11.  
38

39 There was discussion about interpretation of state law regarding this.  
40

41 Councilmember Simmonds concurred with Councilmember Mark Smith's comments.  
42

43 Council Vice President Wright spoke in support of having a discussion first in light of the  
44 fact that there would be two new people on the Council.  
45

46 Councilmember Jim Smith pointed out that the Council rules state that all appointments  
47 will carry on into the new year until we have elections. He spoke in support of just  
48 having discussions at the Work Session on the 4<sup>th</sup> and then elections on the 11<sup>th</sup>.

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Councilmember Mark Smith stated that his preference was to have time between the discussions and the elections.

*The motion was withdrawn without objection.*

110. STAFF REPORTS - None

120. ADJOURNMENT

*Motion made by Council President Ruth Ross, seconded by Councilmember Lisa Utter, to adjourn the meeting. Motion passed unanimously.*

The meeting was adjourned at 9:35 p.m.

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Don Gough, Mayor

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John Moir  
Finance Director