

CITY OF LYNNWOOD  
CITY COUNCIL BUSINESS MEETING MINUTES  
February 22, 2021

10. CALL TO ORDER - The February 22, 2021 Business Meeting of the Lynnwood City Council, held via Zoom, was called to order by Mayor Smith at 6:00 p.m. A quorum was present.

20. ROLL CALL

Mayor & Council:

Mayor Nicola Smith  
Council President George Hurst  
Council Vice President Jim Smith  
Councilmember Julieta Altamirano-Crosby  
Councilmember Ian Cotton  
Councilmember Christine Frizzell  
Councilmember Ruth Ross  
Councilmember Shannon Sessions

Others Attending:

Corbitt Loch, Acting Finance Director  
Janella Lewis, Budget Supervisor  
Sarah Olson, Deputy Director Parks & Rec.  
Robert Mathias, Building Official

Guests

Selam Habte, DEI Candidate  
Michelle Meyer, Finance Director Candidate

Asst. City Administrator Art Ceniza  
Interim City Clerk Karen Fitzthum  
City Attorney Rosemary Larson  
Executive Assistant Lisa Harrison

30. APPROVAL OF MINUTES (2:06)

*Motion made by Council Member Frizzell, seconded by Councilmember Cotton, to approve the minutes of:*

*A. January 19, 2021 Work Session Minutes*

*B. January 20, 2021 Work Session Minutes*

*C. January 25, 2021 Business Meeting Minutes*

*D. February 1, 2021 Work Session Minutes*

*E. February 8, 2021 Business Meeting Minutes*

*An amendment was requested for the 1/19 minutes, page 5- change the street name to 188<sup>th</sup> St. SW. The above minutes were approved as amended unanimously.*

40. MESSAGES AND PAPERS FROM THE MAYOR (3:24)

Mayor Smith stated that Snohomish County should show improvement on availability of vaccines in the next two weeks. She recommends residents check with their primary care physician or pharmacy first or go on to the Snohomish County web site.

26  
27 50. CITIZENS COMMENTS AND COMMUNICATIONS (6:14)

28 The following individuals made comments via Zoom:

- 29 • Elizabeth Lunsford, Lynnwood 98206
- 30 • Ted Hikel, Lynnwood 98036

31  
32 60. PRESENTATIONS AND PROCLAMATIONS

33 None

34  
35 70. WRITTEN COMMUNICATIONS AND PETITIONS

36 None

37  
38 80. COUNCIL COMMENTS AND ANNOUNCEMENTS (12:30)

39 Each council member had the opportunity to make comments about happenings around the  
40 city.

41 90. BUSINESS ITEMS AND OTHER MATTERS

42 90.1 UNANIMOUS CONSENT AGENDA (17:46)

43 *Items listed below were distributed to Councilmembers in advance for study and were*  
44 *enacted with one motion.*

45 *Council Member Ross moved for unanimous consent of the following items (Items A*  
46 *and B held until later):*

47 *A. Authorize the Mayor to enter into and execute on behalf of the City a supplement to*  
48 *the contract with Parametrix, Inc. not to exceed a total contract value of*  
49 *\$1,373,139.06.*

50 *B. Authorize the Mayor to enter into and execute on behalf of the City a Construction*  
51 *Agreement with Wave to outline the roles and responsibilities associated with the*  
52 *construction of a Joint Utility Trench (JUT) and to share in the JUT construction*  
53 *costs for the 196th St SW Improvement Project.*

54 *C. Authorize the Mayor to enter into and execute on behalf of the City a Construction*  
55 *Agreement with Comcast to outline the roles and responsibilities associated with the*  
56 *construction of a Joint Utility Trench (JUT) and to share in the JUT construction*  
57 *costs for the 196th St SW Improvement Project.*

58 *D. Voucher Approval*

59 *a. Approve claims in the amount of 1,738,685.24 for the period 1/30/2021 -*  
60 *2/12/2021.*

61 *b. Approve payroll in the amount of \$1,135,569.92 dated 2/12/2021*

62 *Motion passed unanimously.*

63  
64 *Motion made by Council Vice President Smith, seconded by Council Member Cotton, to*  
65 *confirm Selam Habte to fill Position #6 on the Diversity, Equity and Inclusion*  
66 *Commission for a term expiring December 31, 2022. Motion was passed unanimously.*  
67 *Habte was present at the zoom meeting and thanked the council for the appointment.*  
68

Motion made by Council Member Cotton, seconded by council member Ross, to confirm Michelle Meyer as the City's Finance Director. A roll call vote was taken. Meyer was confirmed unanimously. She will start on March 29<sup>th</sup>.

## 90.2 PUBLIC HEARINGS OR MEETINGS

None

## 90.3 OTHER BUSINESS ITEMS (28:16)

### A. Resolution- Finance Committee Calendar 2021

Motion made by Council Member Frizzell, seconded by Council Member Cotton, to confirm adopt resolution #21-03, 2021 Finance Committee Meeting calendar. Motion passed unanimously.

### B. Discussion: Business Round Table

- Council President Hurst reminded council members of the upcoming business round table on March 17 from 6-9 pm. Each member is to recruit 2 local businesses affected by COVID.

## 100. NEW BUSINESS (42:33)

### A. Council President Hurst announced that he is appointing a task force to work on council rules, as decided at the recent Summit. Council members Smith, Ross and Frizzell will work with Lisa on updates to the Council Rules, bringing them to the full council no later than June 7<sup>th</sup>.

### B. Council Member Altamirano-Crosby brought forth a letter to the governor that she has worked on with Julie Moore and Mayor Smith asking for equitable distribution of vaccines in the BIPOC community (attached, Exhibit A). Per legal counsel, Council Member Altamirano-Crosby can send and sign on behalf of the council, including the names of those who wish to be included. All council members and the Mayor stated that they wish to be included.

### C. Council President made a motion, seconded by Council Member Cotton, that the hiring of the Racial and Social Justice Coordinator be delayed until:

- Outcome Measures, based on the Budgeting for Outcomes model, be defined for this position, and
- The results of the Lynnwood Community Equity Survey be presented to the City Council for deliberation and a Council decision be made on proceeding with the hiring of said position.

A roll call vote was taken. Results were 4 yea, 3 nay with council members Ross, Sessions and Frizzell opposing the motion. The motion was passed to delay the hiring.

## 110. ADJOURNMENT (1:31:00)

The meeting was adjourned at 7:31 p.m.

*Nicola Smith*

Nicola Smith (Mar 9, 2021 19:06 PST)

Nicola Smith, Mayor

## **EXHIBIT A- DRAFT LETTER TO INSLEE'S OFFICE**

Secretary Shah  
416 Sid Snyder Ave SW STE 220  
Olympia, WA 98501

Dear Governor Inslee and Secretary Shah,

As a proud Latinx woman, I have spent my career aiding the Black, Indigenous, People of Color communities in speaking out against the injustices happening in the Washington State health care system. I am writing to encourage you to support and prioritize the Latinx and Black communities for vaccine outreach in the midst of the COVID-19 pandemic that has highlighted the inequalities within the communities of color.

Our state has severely neglected the Latinx and Black populations since the beginning of the pandemic. The Washington State Department of Health released a COVID-19 Vaccination Coverage by Race and Ethnicity in Washington State on February 10, 2021. This document highlights that the Latinx population constitutes 13.2% of the population in our state. However, only 5.9% has been fully vaccinated even though we represent 44% of the COVID-19 cases in the state according to a study done by the University of Washington's Latino Center for Health.

Furthermore, only 2.7% of the Black residents have been fully vaccinated yet accounts for 6% of all cases in Washington.

The Department of Health's document has unquestionably admitted that the vaccine has been disproportionately distributed across our state, and across Snohomish county, but nothing has been done to reach equity in vaccination by the department itself. It is clear that vaccines should be received by the populations that have been most affected by this disease.

To reach these goals, prominent Latinx and Black organizations must be represented in decision making processes regarding vaccine policies and funding for our state. Moreover, the system for accessing vaccine appointments needs to be redesigned and made to be more user friendly for our non-English speaking communities.

A long-term plan has to be created to emphasize the importance of vaccination and the response to the impact of COVID-19 on our communities of color as a whole, with a specific emphasis in the Latinx and Black population in both our county and state.

One imperative goal is tracing and tracking those who have been vaccinated by ethnicity and location to have a visual representation of where the vaccines allocated to our state are going. This will also allow the Department of Health to ensure equitable access for the communities that are more at risk. Furthermore, a certain number of vaccines need to be allocated to the Latinx and African American communities in our county by health care providers.

The Black, Indigenous, People of Color communities continue to suffer, and an adequate change needs to be made to respond to the inequalities that these populations are facing in our cities, counties, and state.

Governor Inslee, something needs to be done for our vulnerable communities to reach equity within a system of systemic inequity, where these communities are suffering daily from the inadequate response from lawmakers that are supposed to protect the most vulnerable populations.

Sincerely,

Dr. Julieta Altamirano Crosby  
Council Member  
City of Lynnwood

In support:

Jim Smith  
Council Vice President  
City of Lynnwood