

**LYNNWOOD
CITY COUNCIL
Work Session**

Date: Monday, November 16, 2020

Time: 6:00 PM

**Place: This meeting will be held electronically via
Zoom. See the City of Lynnwood website for
details.**

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- | | | |
|---------|----------|--|
| 6:00 PM | A | Comments and Questions on Memo Items |
| 6:05 PM | B | Municipal Court Judge - Election or Appointment |
| 6:25 PM | C | Briefing: 196th St SW Improvement Project Bid Award |
| 6:45 PM | D | Discussion - Preliminary Budget for 2021-2022 and 2021 Property Tax Levy |
| 7:45 PM | E | Break |
| 7:55 PM | F | Housing Policy Committee 2020 Report |
| 8:15 PM | G | Mayor Comments and Questions |
| 8:20 PM | H | Council President and Council Comments |
| 8:25 PM | I | Executive Session, If Needed |
| | | Adjourn |

Memorandums for Future Agenda Items:

Memorandums for Your Information:

FYI-1 Board and Commission Reappointments: Diversity, Equity and Inclusion Commission

Contact: Executive Office (425) 670-5001

CITY COUNCIL ITEM A

**CITY OF LYNNWOOD
Executive**

TITLE: Comments and Questions on Memo Items

DEPARTMENT CONTACT: Leah Jensen

DOCUMENT ATTACHMENTS

Description:

Type:

No Attachments Available

CITY COUNCIL ITEM B

CITY OF LYNNWOOD Executive

TITLE: Municipal Court Judge - Election or Appointment

DEPARTMENT CONTACT: Karen Fitzthum, Interim City Clerk; Rosemary Larson, City Attorney

SUMMARY:

The City of Lynnwood has appointed the Judge since the establishment of the Municipal Court. The RCWs provide guidance on the method of determining when a Municipal Court Judge is appointed or elected.

POLICY QUESTION(S) FOR COUNCIL CONSIDERATION:

Should the Municipal Court Judge be elected or appointed for the 2022-2025 term?

ACTION:

Discuss the option of planning for appointment or election for the 2022-2025 term for the Municipal Court Judge. Indicate to staff whether to prepare for an elected position and to provide an ordinance to update the LMC 2.19 for Council consideration in January.

BACKGROUND:

Part time Municipal Court Judges may be appointed or elected. Full time Judges must be elected. The growth of the City and the planned expansion of our Court increase the likelihood that the Judge will be full time during the span of the next term.

To achieve the election of a Judge for the next term staff and City Attorney would need to prepare updated ordinance providing for election. Working with the Snohomish County Elections staff we would ensure that the position included in the 2021 election cycle.

DOCUMENT ATTACHMENTS

Description:	Type:
Election or Appointment of Judge	Backup Material

Lynnwood Municipal Court
Judicial Appointment or Election
November 2020

The City established the Lynnwood Municipal Court through Ordinance 1692 in 1989. Chapter 2.19 of the Lynnwood Municipal Code contains the provisions relating to the Municipal Court. LMC 2.19.030 directs that the City's municipal court judge be appointed. Judge Stephen Moore was appointed to his current 4-year term which began in 2018. He will complete that term at the end of 2021. Any judge appointed or elected to the next term would serve a 4-year term starting in 2022.

State law authorizes the City Council to provide that the City's municipal court judge is an appointed position or an elected position:

- RCW 3.50.040 allows municipalities to appoint a judge.
- RCW 3.50.050 allows the legislative authority of the city to choose to provide by ordinance that the judge is an elective position.
- RCW 3.50.055 directs that "Each full-time equivalent judicial position shall be filled by election". A full time equivalent judicial position is 35 or more hours per week of compensated time. This applies regardless of the number of judges employed to fill the position. See RCW 3.50.055(1).

State law also sets certain basic qualifications for municipal court judges, which apply to both appointed and elected judges.

The Court Administrator provides reports to the Mayor monthly demonstrating the number of hours spent each month, accumulated for all judges' service at the Lynnwood Municipal Court. The term including the years 2022 to 2025 could see increased demand for judicial services at the Court. Factors that may impact the number of judicial hours:

- Increased residential population – growth of residential construction indicated significant increase in residents in the City Center and other areas.
- Increased commercial activity – to support the region and additional residents.
- Increased transportation related activity – more individuals within the City accessing the expanded commuter services of light rail.
- Increased capacity of additional court space planned for the new justice center.

Two options are available to the City Council:

1. Retain status quo and plan for appointment of a judge for the 2022-2025 term.

2. Plan for election of a judge in the fall of 2021 to assume the position beginning in 2022.

Option 1: Advantages – known process, unknown if current judge would wish to continue, City retains more control over the judge’s qualifications and has the opportunity to conduct a search process to select a judge to appoint.

Option 1: Disadvantages – appointed judge can be perceived as having ties to the appointing authority; see generally the advantages of an elected judge

Option 2: Advantages – Provides for a judge throughout the term, regardless of court growth; City will likely have to change to an elected judge process at some point; members of the public have a say in who serves as judge.

Option 2 Disadvantages – Requires update to LMC 2.19 and work with Snohomish County Elections to provide for new elected position; City has less control over the qualifications of the judge selected; elected judge can be perceived as making decisions that are popular with the electorate.

City staff requests that the Council indicate if they wish staff to prepare the necessary ordinance to allow for the election of a Municipal Court Judge for the term beginning 2022, for the Council’s further consideration.

CITY COUNCIL ITEM C

CITY OF LYNNWOOD Public Works

TITLE: Briefing: 196th St SW Improvement Project Bid Award

DEPARTMENT CONTACT: Bill Franz and David Mach

SUMMARY:

The 196th St SW Improvement Project is a key capital investment needed to support growth in the City Center. Design and property acquisitions have been completed. Construction bids were opened on October 20, 2020. Staff plans to provide a general overview of the project, construction schedule, and construction revenues/expenditures. Due to the magnitude of the financial commitment by the City for this project that spans the next two bienniums, staff felt it warranted a discussion with Council prior to awarding the construction contract.

ACTION:

Discussion only for the November 16th work session.

The following action items are scheduled for the November 23rd business meeting:

- 1) Bid Award
- 2) Construction engineering contract
- 3) Construction management contract
- 4) Right of way services contract

The following action items are scheduled for December and beyond:

- 1) WSDOT agreement for shared cost of paving
- 2) WSDOT maintenance agreement for concrete crosswalks/medians
- 3) Comcast, Ziplly Fiber and Wave Broadband agreements

BACKGROUND:

The 196th St SW Improvement project is the second largest capital project currently being managed by the City's engineering group (the largest is the Poplar Way Bridge project). This project will widen 196th St SW from five to seven lanes between 48th Ave W and 37th Ave W.

Improvements include: Street lighting, new water, sewer, and stormwater systems, converting the overhead power and utilities to underground, new traffic signals, planted center medians, wider sidewalks and landscape features. These improvements to City Center design standards are needed to accommodate the growth of the City Center and create an enhanced pedestrian environment with a boulevard appearance.

The following action items are scheduled for the November 23rd business meeting:

1) Bid Award – Enter into a contract with the construction contractor. The city opened bids for the project on October 20, 2020. Six bids were received which ranged from \$27.9M to \$36.0M. The engineer's estimate was \$26.1M. Staff has reviewed the low bid and has determined that it is responsive/responsible and recommends Council award the contract. Although the low bid was higher than the engineer's estimate, after a thorough review, staff believes the bid is reasonable for a project of this magnitude.

If Council decides to award the construction contract on November 23rd, construction will start in early 2021 and be completed sometime in 2023. Any delay in completing this project will likely have significant impacts on traffic in city center because Sound Transit plans to start widening 200th St SW in the vicinity of the light rail station between 2023 to 2024. Staff highly recommends not postponing construction of 196th St SW in order to avoid construction of both of these busy east-west arterials at the same time.

Additionally, the city has already spent \$9.1M of state and federal grants on design and property acquisition for the project. If the city does not move forward with constructing this project, it will be required to pay back these grant funds.

Action: Authorize the Mayor to enter into and execute on behalf of the City a construction contract with Marshbank Construction, Inc. of Lake Stevens, WA for the construction of the 196th St SW Improvement Project, in an amount not to exceed \$27,910,929.81 with an additional 10% contingency for a total amount of \$30,702,022.79. Sales tax is included.

2) Consultant Contract Supplement- Enter into a contract supplement with David Evans and Associates for construction engineering services. Services include responding to changes and requests for information throughout the duration of construction. David Evans and Associates is the same firm that developed the project design plans and specifications.

Action: Authorize the Mayor to enter into and execute on behalf of the City a contract supplement with David Evans and Associates to provide construction engineering services for a total new contract amount of \$3,998,894. Sale taxes do not apply. This is an increase of \$758,758 from the previous contract maximum amount payable.

3) Consultant Contract Supplement – Enter into a contract supplement with AECOM Technical Services Inc. for construction management services. Services include managing the city’s contractor, on behalf of the city, on a day to day basis, for the two-and-a-half-year construction duration of the project.

Action: Authorize the Mayor to enter into and execute on behalf of the City a contract supplement with AECOM Technical Services Inc. to provide construction management services for a total new contract amount of \$5,800,000. Sales taxes do not apply. This is an increase of \$5,700,010 from the previous contract maximum amount payable.

4) Consultant Contract Supplement – Enter into a contract supplement with Contract Land Staff, LLC for right of way services. Services include modification of temporary access easements due to construction changes/durations as they arise, obtain additional utility easements, facilitate land owner communications and problem solving.

Action: Authorize the Mayor to enter into and execute on behalf of the City a contract supplement with Contract Land Staff, LLC to provide right of way services for a total new contract amount of \$894,736. Sale taxes do not apply. This is an increase of \$166,575 from the previous contract maximum amount payable.

The following action items are scheduled for December and beyond:

- 1) WSDOT Agreement for shared cost of paving – Since 196th St SW is a state route (SR-524) WSDOT is responsible for the costs associated with paving. The agreement will outline WSDOT’s contribution associated with paving costs.
- 2) WSDOT maintenance agreement - WSDOT doesn't maintain certain decorative features on state routes such as concrete crosswalks, medians, bollards, pedestrian poles, and decorative lighting/signal poles. The agreement will outline the city's maintenance responsibilities.
- 3) Comcast, Zply Fiber and Wave Broadband Agreements – These utility facilities will need to be relocated from overhead to underground. The agreements will outline roles and responsibilities associated with this work during construction.

FUNDING:

The following is a summary of the project's construction expenses and revenues. The project will span two City budget bienniums, 2021/2022 and 2023/2024. Revenues from both bienniums are needed in order to fully fund the construction phase. The currently proposed 2021/2022 biennium capital project budget allocates \$9.8M for the 196th St SW project. In addition to this allocation, staff anticipates that an additional \$9.3M will need to be allocated in the 2023/2024 budget.

There is a possibility that a 2021/2022 mid-biennium budget allocation might be needed to increase the 2021/2022 allocation for cash flow purposes. For example, if the contractor expedites the project and completes the work faster than anticipated, more funds will be needed in the 2021/2022 budget than currently budgeted. It is possible that dollars from the project "Strategic Opportunities" in Fund 357, Other Capital Projects, funded by the Economic Development Investment Fund (EDIF) could be needed in 2021-22 for potentially higher than anticipated spend down rates.

196th St SW Project Construction Expenses/Revenues:

Expenses:

\$27,910,930 Low Bid

\$6,865,758 Const. Management

\$2,831,093 Contingencies (includes permits and misc.)

\$37,607,781

Revenues:

\$9,800,000 2021/22 Proposed budget City Revenue (*see detail below)

\$9,262,695 2023/24 Future Biennium City Revenue (TBD, EDIF, TrIF....Other?)

\$17,245,086 State/Federal Grants

\$800,000 WSDOT Paving Funds

\$500,000 Mitigation Funds (contaminated soil reimbursement for Precision Tune property)

\$37,607,781

*2021/22 Proposed budget City Revenue:

\$2,370,000 Fund 110 Traffic Impact Fees

\$1,000,000 Fund 150 Transportation Benefit District

\$1,100,000 Fund 330 REET2

\$434,834 Fund 333 Capital Development

\$395,166 Fund 357 Trans. Capital Beginning Fund Balance

\$3,500,000 Fund 412 Utility

\$1,000,000 Fund 020 EDIF

\$9,800,000 Total 2021/22 Proposed budget City Revenue

KEY FEATURES AND VISION ALIGNMENT:

The Lynnwood Community Vision states that the City is to “Invest in efficient, integrated, local and regional transportation systems”, “be a city that is responsive to the wants and needs of our citizens”, “be a welcoming city that builds a healthy and sustainable environment” with a “vibrant city center”.

The 196th St SW Improvement Project supports that vision and results in an important improvement to the City’s infrastructure that links City of Lynnwood programs, policies, comprehensive plans, mission, and ultimately the Community Vision. The project is a supporting capital project that is listed specifically in the City of Lynnwood 6 Year Transportation Improvement Plan (TIP) and Capital Facilities Plan (ST2003068A). Furthermore, this project meets the goal of providing necessary street capacity in support of the City Center expansion and future Lynnwood growth.

DOCUMENT ATTACHMENTS

Description:	Type:
Bid Summary	Backup Material
Transportation Slide	Backup Material

BID RECORDING FORM

PROJECT NAME: 196th ST SW Improvements

READER: Ashley Tillery

DATE OF OPENING: October 20th, 2020

RECORDER: Katie McKee

TIME OF OPENING: 2:00 PM

BID #: 2849

ENGINEER'S ESTIMATE: \$22,000,000 - \$26,000,000

CONTRACT: _____

Note: The following Bid results are for Contractor information only. These results will undergo further review by Lynnwood in determination of award to the lowest responsive and responsible bidder.

BIDDING COMPANY	ADDRESS	BID	SIGNED	ADDENDUMS	UDBE Certification	PROJECT TOTAL
		SECURITY	OFFER	RECEIVED: 6	DOT Form 272-056U (page 3-36)	BASE BID
1 Granit Construction	1525 E Marine View Drive, Everett 9821	x	x	x	x	\$ 35,969,777.10
2 MarshBank Construction	PO Box 97, Lake Stevens 98258	x	x	x	x	\$ 27,894,544.81
3 R.L. Alia Company	10831 SE 181st ST, Renton 98055	x	x	x	x	\$ 28,753,901.77
4 KLB Construction	PO Box 158, Mukilteo 98275	x	x	x	x	\$ 28,565,124.68
5 ACI, Active Construction Inc	PO Box 430, Puyallup 98371	x	x	x	x	\$ 31,096,692.81
6 ICI Interwest Construction Inc	609 N Hill Blvd, Burlington 98233	x	x	x	x	\$ 28,321,324.77

C-5

COMPONENTS OF TRANSPORTATION

Operations and Maintenance

Traffic Signal Maintenance

- Traffic operations center
- Signal timing
- Routine maintenance

Street Maintenance

- Potholes/Crack sealing
- Striping/Signs
- Vegetation Control 9/8/20

Pavement Program

- Chip seal
- Overlays

ADA Program/Sidewalks

- ADA Transition Plan 9/21/20
- Sidewalk maintenance/repair 9/21/20

Traffic Signal Rebuild Program

- signal poles
- cabinets
- wiring
- push buttons

New Capital Projects

Nonmotorized

- New sidewalks/trails
- Bike lanes

Transportation Capital Projects

- Capacity
- Safety 196th St Project
- Economic 11/16/20

Funding

- Traffic Impact Fees
- Transportation Benefit District
- Grants
- Real-Estate Excise Tax
- Economic Development Investment Fund
- City general funds

Traffic Planning/Policy

- Growth forecasting/modeling
- Level of Service
- Traffic Safety Plan
- Complete Streets Policy
- Active Transportation Plan
- Park Access Study
- School Safety Study 9/16/20

Red dates represent dates discussed with Council

CITY COUNCIL ITEM D

CITY OF LYNNWOOD Administrative Services

TITLE: Discussion - Preliminary Budget for 2021-2022 and 2021 Property Tax Levy

DEPARTMENT CONTACT: Sonja Springer and Corbitt Loch

SUMMARY:

This agenda item provides discussion/deliberation on the Preliminary Budget for 2021-2022 and the proposed property tax levy for 2021 (if needed). All of the procedural requirements for Council action have been completed.

In order to collect property tax during 2021, the approved levy must be submitted to the Snohomish County Assessor by November 30, 2021. The legal deadline to adopt the 2021-2022 Budget is December 31, 2020, but the adopted budget calendar indicates that Council action will occur on November 23, 2020.

POLICY QUESTION(S) FOR COUNCIL CONSIDERATION:

1. Is the proposed, flat property tax levy of \$4,300,000 consistent with City Council priorities?
2. What, if any, adjustments to the Preliminary Budget are needed to ensure alignment with the Community Vision and the Strategic Plan, 2018-2022?

ACTION:

Discuss any remaining issues/questions.

BACKGROUND:

The Preliminary Budget and the proposed property tax levy have been developed over many months and have been discussed/reviewed during many Council meetings. Most recently, public hearings were conducted on November 9, 2020 and all members of the public wishing to be heard were heard.

In recognition of the economic hardships created by COVID-19, it is proposed that the property tax levy for 2021 remain the same as 2020: \$4,300,000. For the median-priced homes, this will result in small decrease in the City's portion of property tax (~\$1.50/year). There appears to be no opposition to this proposed levy amount.

Budgets are financial expressions of community values and priorities. COVID-19 impacts upon City revenues have been and will be considerable. This Preliminary Budget for 2021-2022 is nearly \$7 million less than the adopted budget for 2019-2020. Despite the reduction in funds available, departments will continue to pursue the priorities of the Strategic Plan, 2018-2022.

PREVIOUS COUNCIL ACTIONS:

See attachment.

FUNDING:

No tax increases are proposed.

KEY FEATURES AND VISION ALIGNMENT:

See Preliminary Budget Book.

ADMINISTRATION RECOMMENDATION:

Discuss any remaining issues/questions.

DOCUMENT ATTACHMENTS

Description:	Type:
Summary of meetings and outreach	Backup Material

2021-2022 Budget – Summary of Public Outreach

January 2020	Budget calendar established by City Council resolution.
February 2020	Presentation to citizen advisory boards and commissions.
June 2020	Announcement in <i>Inside Lynnwood</i> .
July – August 2020	Utility bill insert to all utility customers (English and Spanish).
September 2020	eGov announcement (email broadcast).
September 2020	GovDelivery announcement on Facebook.
November 2020	Announcement in <i>Inside Lynnwood</i> .
Sept. – Oct. 2020	Six+ announcements in <i>Lynnwood Today</i> .
September 2020	Two publications in Daily Herald and posted at City Hall.
Ongoing	Announcement on City of Lynnwood website.

2021-2022 Budget – Summary of Public Meetings/Discussions

January 21	Approve budget calendar for 2020.
July 13	Authorization to utilize General Fund reserves
February 8	City Council Summit
February 12	Joint Boards and Commissions Meeting
September 14	Proposed Preliminary Budget issued
September 28	Public hearing on budget priorities
October 12	Mayor issued Preliminary Budget
October 19	Department budget presentations
October 21	Department budget presentations
October 26	Department budget presentations
November 2	Department budget presentations, discussion
November 9	Public hearings for budget and property tax
November 16	Discussion
November 18	Discussion (if needed)
November 23	Adoption

CITY COUNCIL ITEM E

**CITY OF LYNNWOOD
City Council**

TITLE: Break

DEPARTMENT CONTACT: Christine Frizzell, Council President

DOCUMENT ATTACHMENTS

Description:

Type:

No Attachments Available

CITY COUNCIL ITEM F

CITY OF LYNNWOOD City Clerk

TITLE: Housing Policy Committee 2020 Report

DEPARTMENT CONTACT: CP Christine Frizzell and CM George Hurst

SUMMARY:

At the council retreat in February 2020, council agreed to move forward with this committee. The vision was to discuss and develop housing policies that help meet the current and future needs of our expanding City. The committee met eleven times between March and September.

POLICY QUESTION(S) FOR COUNCIL CONSIDERATION:

The foregone conclusion that there is not enough housing inventory at an accessibly affordable rent/purchase price point has stymied our ability to provide residences for many who choose to live in Lynnwood. How can Council impact what needs to be done in the short and the long term?

ACTION:

Determine from the Committee's report which items should be prioritized as this information is forwarded to the BERK consultant working with COL Development team

DOCUMENT ATTACHMENTS

Description:	Type:
Lynnwood City Council Housing Policy Committee 2020 Report	Backup Material
Housing Rubric	Backup Material
Portland Metro Housing Framework 2018	Backup Material

Lynnwood City Council Housing Policy Committee 2020

Community Members – M. Christopher Boyer, Chris Collier, Mary Anne Dillon, Alessandra Durham, Mary Monroe, Ali Sheibani, Kim Tosky, Melinda Woods
Staff Members – David Kleitsch, Ashley Winchell, Kristen Holdsworth
Council Members – George Hurst, Christine Frizzell

Vision – Discuss and develop housing policies that help meet the current and future needs of our expanding City.

Meetings and conversations were based on six existing documents:

The Lynnwood Housing Report that was presented to council in July 2019,
The Housing Report from HART for Snohomish County, November 2019
The 2020 Homelessness and Housing Toolkit from Association of Washington Cities
The Housing Snohomish County Project Report from Housing Consortium of Everett and Snohomish County. April 2018
Regional Affordable Housing Framework from Oregon Metro Equitable Housing Initiative March 2018

We felt that the Framework document (attached to this report) succinctly identified our goals, challenges and strategies. There was consensus to have this re-drafted to reflect Lynnwood data.

Meeting Challenges – Covid meeting restrictions, Zoom vs in-person meetings,

Meeting dates – 3.24 5.26 6.14 6.18 6.23 7.1 7.7 7.17 7.29 8.25 9.2

Lynnwood Summary:

Approximately 38,000 residents

Approximately 15,000 housing units

Median Income per HUD \$ 70,000

37% of renters in Lynnwood spend more than 30% of their income on housing

Population Projected Increase by 2040 12,000

Conclusion:

There is not enough housing inventory at an accessibly affordable rent/purchase price point

For Consideration:

Increase density

- Change zoning along arterials to allow for small multi-family units (duplex, Four-plex, cottage housing, etc.)
- Provide 4-6 ADU approved plans to simplify homeowner's ability to build on their own property and age in place
- Consider pod style housing while addressing parking concerns
- Consider Zero Lot Condos
- Allow changes near parks and schools to accommodate multi-family units

Build missing middle housing to free up lower rent/price point housing

- Increase condominium inventory

Lack of financial support for low income subsidized housing

- Work on a County level housing policy possibly using HB 1406 funds to help

Acknowledge "NIMBYism"

- MUST have community outreach and consideration of neighborhood concerns
- Educate the community about housing issues
- Show people what more recently built MFTE's actually look like
- Build community will by talking about side benefits – health care, schools, mental health, safety
- Engage faith communities

Create new Zoning Code to build Multifamily Units to maximum of 7 stories in existing single family neighborhoods

- Creates a Comfort zone / Buffer zone within neighborhoods

Incentivize Developers

- Consider review and/or loosening of “Gift of Public Funds” Policy
- Consider impact fee reductions for developers willing to provide a percentage of units for low income
- Consider impact fee “increases” for extra large single family units
- Consider Building Lot Density Bonuses

Rental Policies

- Need accountability for both owner and renters
- Consider creation of tenants advocacy group at County level
- Apartments built in 60’s and 70’s are likely to be demolished and higher price units built creating price point challenges
- Consider housing relocation assistance
- To assist with 1st and last month rent plus deposit barriers, consider a 90 days to pay policy
- Reel in Ala Carte excessive rental add ons – pet fees, parking, amenities,

Undersupplied Needs

- Subsidized housing
- Family sized housing (3+ bedrooms)

Covid Response Immediate Needs

- When rent moratorium is lifted, where will people go??? Consider Car Camp sites NOW

Home Ownership Barricades

- Very small amount of housing stock is affordable at less than 100% of AMI
- Consider income restriction on new developments of affordable housing units

Housing Policy Committee 2020															
CITY VISION ----->>															
STRATEGIC PLAN ----->>															
	CV1	CV2	CV3	CV4	CV5	CV6	CV7	CV8	SP1	SP2	SP3	SP4	SP5		
	REGIONAL MODEL	WELCOMING CITY	ENCOURAGE BROAD BUSINESS BASE	PRESERVE AND EXPAND PARKS AND REC	COHESIVE COMMUNITY	INVEST IN TRANSPORTATION SYSTEMS	BE A SAFE CITY	RESPONSIVE TO COMMUNITY MEMBERS	CITY CENTER AND LIGHT RAIL VISION	ENSURE CITY FINANCIAL STABILITY	NURTURE OPERATIONAL EXCELLENCE	SAFE & WELCOMING CITY	MAINTAIN COLLABORATIVE RELATIONSHIPS		
Category:	Consideration:														
Increase density															
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Regional affordable housing framework: Connecting equitable housing strategies to the needs of residents

What does the housing market currently provide? The private market typically provides new housing for households above 80 percent of median family income; public subsidies tend to be targeted at households earning less than 60 percent.

Learn more about Metro's Equitable Housing Initiative at oregonmetro.gov/equitable-housing.

Income data source: HUD 2018 Median Income Percentages for the Portland Vancouver-Hillsboro MSA, Worksystems Inc. 2014, BLS 2016, OASDI/SSI 2017. MFI calculations assume a three-person household.

0-30% MFI

Housing affordable at this level requires an ongoing subsidy, such as rental assistance vouchers. Many households in this income bracket also benefit from support services for residents on site, which require additional subsidies or resources. The private market does not provide housing affordable at this level.



30-60% MFI

The private market does not typically provide new housing affordable at this level - at least not in locations with good access to transit and amenities. Regulated affordable housing at this level often requires subsidies to construct.



60-80% MFI

The private market does not provide much new rental housing at this level. Most people in this group live in older rental housing stock that has "filtered" down to become more affordable.



80-120% MFI

Smaller format housing types like condos, cottage clusters and accessory dwelling units can create more modest market-rate housing options for this group, including a mix of rental and homeowner units.



\$9,000	\$13,000	\$23,000	\$31,000	\$37,000	\$40,000	\$47,000	\$51,000	\$66,000	\$70,000	Annual income*					
11%	12%	18%	31%	32%	43%	48%	55%	60%	65%	70%	810%	91%	96%	0%	Median family income
\$248	\$358	\$633	\$853	\$1,018	\$1,100	\$1,293	\$1,403	\$1,815	\$1,925	Affordable monthly housing costs**					



Adult on disability insurance



Full-time minimum wage worker



Construction laborer



Carpenter



Police officer

*Median family income, or MFI, refers to the income level earned by a given household where half of households earn more and half earn less. The MFI for 2018 was \$73,000 for a family of three.

**Affordable monthly housing costs are calculated at 30 percent of monthly income.

Strategies: Regional partners are working with a variety of tools to serve families at different income levels.

Increase and optimize resources (helps families with 0-60% MFI)

Increase funding flexibility and pursue coordinated investment strategies to expand the region's supply of regulated affordable housing with tools such as:

- tax increment financing
- revolving loan funds
- donation of public/surplus land
- housing trust funds
- rental assistance vouchers
- dedicated public funding
- transit-oriented development grants.

Mitigate displacement (helps families with 0-80% MFI)

Support public and nonprofit partners to prevent rent increases and evictions that may accompany property improvements and infrastructure investments with tools such as:

- public/nonprofit acquisition/rehabilitation
- real estate investment trusts
- rental rehabilitation grants
- tenant protections (e.g. notifications for no-cause evictions, rent stabilization)
- short-term rental or utility assistance.

Leverage growth for affordability (helps families with 30-80% MFI)

Encourage for-profit developers to include some income-restricted units in market-rate projects or to pay into a fund for affordable housing with tools such as:

- tax exemptions
- density bonuses
- fast-tracked permitting
- linkage fees
- inclusionary zoning.

Increase and diversify market-rate housing (helps families with 60-120% MFI)

Eliminate regulatory barriers, deliver education, and create incentives for transit oriented development, missing middle housing and accessory dwelling units using tools such as:

- zoning/building code changes
- developer/homeowner education
- fast-tracked permitting
- innovative financing for accessory dwelling units
- scaled or waived system development charges
- reduced parking requirements
- vertical housing tax credits
- transit-oriented development grants.

Stabilize homeowners and expand access to homeownership (helps families with 60-120% MFI)

Pursue strategies that bridge the homeownership gap for lower income groups and communities of color and create stability for homeowners with diminishing or fixed incomes with tools such as:

- foreclosure prevention
- weatherization assistance
- community land trusts
- limited equity cooperatives and shared appreciation mortgages
- accessory dwelling unit financing tools
- down payment assistance.

CITY COUNCIL ITEM G

**CITY OF LYNNWOOD
Executive**

TITLE: Mayor Comments and Questions

DEPARTMENT CONTACT: Mayor Smith

DOCUMENT ATTACHMENTS

Description:

Type:

No Attachments Available

CITY COUNCIL ITEM H

**CITY OF LYNNWOOD
City Council**

TITLE: Council President and Council Comments

DEPARTMENT CONTACT: Christine Frizzell, Council President

DOCUMENT ATTACHMENTS

Description:

Type:

No Attachments Available

CITY COUNCIL ITEM I

**CITY OF LYNNWOOD
Executive**

TITLE: Executive Session, If Needed

DEPARTMENT CONTACT: Leah Jensen

DOCUMENT ATTACHMENTS

Description:

Type:

No Attachments Available

CITY COUNCIL ITEM FYI-1

CITY OF LYNNWOOD Human Resources

TITLE: Board and Commission Reappointments: Diversity, Equity and Inclusion Commission

DEPARTMENT CONTACT: Human Resources Director Evan Chinn

SUMMARY:

Naz Lashgari and Jared Bigelow are serving on the Diversity, Equity and Inclusion Commission in terms that expire on December 31, 2020. It is recommended that Commissioner Lashgari and Commissioner Bigelow are reappointed to two-year terms ending on December 31, 2022.

ACTION:

Reappoint Naz Lashgari to position #4 and Jared Bigelow to position #5 of the Equity, Diversity and Inclusion Commission.

BACKGROUND:

Commissioners Lashgari and Bigelow are respected members of the Diversity, Equity and Inclusion Commission (DEIC). Their reappointments to the commission is highly recommended by staff.

The present status of the DEIC is as follows:

Position #1 - Vacant

Position #2 - Daniela Altamirano-Crosby, term expires 12/31/2022

Position #3 - Joshua Binda, term expires 12/31/2022

Position #4 - Naz Lashgari, term expires 12/31/2020

Position #5 - Jared Bigelow, term expires 12/31/2020

Position #6 - Otmame Riad, term expires 12/31/2022

Position #7 - Marcia Smith, term expires 12/31/2022

ADMINISTRATION RECOMMENDATION:

Approve reappointments.

DOCUMENT ATTACHMENTS

Description:

Type:

No Attachments Available