



LYNNWOOD CITY COUNCIL

Work Session

City Hall Council Chambers

19100 44th Ave W

Lynnwood WA 98036

MONDAY, JUNE 21, 2021

6:00 PM

-
1. Roll Call
 2. Comments and Questions on Memo Items
 3. Work Session Item
 - A. Introduction: Civil Service Commission Applicant Kent Landrum
Lori Charles, Human Resources Manager
[Landrum Kent - Civil Service Commission Application_Redacted.pdf](#)
 - B. Introduction: Civil Service Commission Applicant Myrle Carner.
Lori Charles, Human Resources Manager
[Carner Myrle - Civil Service_Redacted.pdf](#)
 - C. 2020 Financial Audit Entrance Conference
Marlon Deppen, Wendy Choy, Haji Adams; Washington State Auditors Office
 - D. Briefing No. 5/6: Connect Lynnwood: Active and Accessible Transportation Plan and Complete Streets Policy
Bill Franz, Public Works Director; Sarah Olson, Deputy Director PRCA Department; Amie Hanson, Project Manager
[Council - CL and CS - June 2021.pptx](#)
 - E. Boards and Commissions LMC revisions
Council President Hurst, Julie Moore, Public Affairs Officer
[Board and Commission Code Amendments - Final Tracked Changes Version June 2021.pdf](#)
[Summary_of_changes_LMC_Revisions_-_June_2021.pdf](#)
 4. Mayor Comments and Questions
 5. Council Comments
 6. Executive Session, as needed

7. Memo for Future Action

- A. Municipal Code Update: Chapter 2.04.073 Other Benefits - Councilmembers
Rosemary Larson, City Attorney
[Amending LMC 2 04 073 Other Benefits.docx](#)
- B. Contract Award - Golf Course Equipment
Cathy Robinson, Interim Procurement Manager
[Procurement Report - Golf Course Equipment_Final.pdf](#)
- C. Contract Amendment - Public Defender Services
Cathy Robinson, Interim Procurement Manager
[Procurement Report - Contract 1484 Amendment 7_Final.pdf](#)
- D. Bid Award: 60th Ave W Sewer Repair Project
[Bid Tab- Enginner's Estimate uncolored.pdf](#)

8. For Your Information

CITY COUNCIL 3.A
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Introduction: Civil Service Commission Applicant Kent Landrum

DEPARTMENT CONTACT: Lori Charles, Human Resources

SUMMARY:

Position 1 of the Civil Service Commission is currently vacant. The Mayor recommends Kent Landrum to fill the vacancy.

PRESENTER:

Lori Charles, Human Resources Manager

ESTIMATED TIME:

10

BACKGROUND:

Mr. Landrum submitted his application for Civil Service Commissioner on May 28th, 2021. Mr. Landrum attended the Civil Service Commission meeting on June 2nd, 2021, was interviewed by Civil Service Examiner Lori Charles on June 4th and by the Mayor on June 14th, 2021.

Members of the Civil Service Commission serve for six-year terms per City Ordinance.

The present status of the Civil Service Commission is as follows:

Position 1 - Vacant

Position 2 - Vacant

Position 3 - Ed dos Remedios - Term Expires 7/27/2022

SUGGESTED ACTION:

Interview Kent Landrum.

DEPARTMENT ATTACHMENTS

Description:

[Landrum Kent - Civil Service Commission Application_Redacted.pdf](#)

Board and Commission Application



Submission date: **28 May 2021, 12:47PM**
Receipt number: **74**
Related form version: **2**

All Are Welcome

Name	Kent Landrum
Address	[REDACTED]
Phone	[REDACTED]
Alternate Phone	
Email Address	[REDACTED]
Are you a registered voter in the City of Lynnwood?	Yes
Are you a registered voter somewhere else?	No
Please choose the Board or Commission for which you are applying	Civil Service Commission
Why are you interested in serving on this board or commission?	Lynnwood has a quality police department. Keeping high standards in the recruitment and selection process will help continue professional excellence and lend to the department maintaining its positive influence in our community.
What do you perceive as the role of a board or commission member?	Assist with rules and regulations for personnel administration, recruitment, and selection processes.
How would you represent the interests of the community?	I would represent the community to the best of my ability. As a citizen of Lynnwood, I want our city to be one of the best in Washington.
List any experiences that may assist you in serving in this role.	As Executive Pastor my job includes oversight of HR and staff management.

List any other information you would like us to consider.

Optional resume upload

Date

05/28/2021

CITY COUNCIL 3.B
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Introduction: Civil Service Commission Applicant Myrle Carner.

DEPARTMENT CONTACT: Lori Charles, Human Resources

SUMMARY:

Position 2 of the Civil Service Commission is currently vacant. The Mayor recommends Myrle Carner to fill the vacancy.

PRESENTER:

Lori Charles, Human Resources Manager

ESTIMATED TIME:

10

BACKGROUND:

Mr. Carner submitted his application for Civil Service Commissioner on May 7th, 2021. Mr. Carner attended the Civil Service Commission meeting on June 2nd, 2021, was interviewed by Civil Service Examiner Lori Charles on June 4th and by the Mayor on June 14th, 2021.

Members of the Civil Service Commission serve for six-year terms per City Ordinance.

The present status of the Civil Service Commission is as follows:

Position 1 - Vacant

Position 2 - Vacant

Position 3 - Ed dos Remedios - Term Expires 7/27/2022

SUGGESTED ACTION:

Interview Myrle Carner.

DEPARTMENT ATTACHMENTS

Description:

[Carner Myrle - Civil Service_Redacted.pdf](#)

Board and Commission Application



Submission date: **7 May 2021, 2:54PM**
Receipt number: **72**
Related form version: **2**

All Are Welcome

Name	Myrle L. Carner
Address	[REDACTED]
Phone	[REDACTED]
Alternate Phone	[REDACTED]
Email Address	[REDACTED]
Are you a registered voter in the City of Lynnwood?	Yes
Are you a registered voter somewhere else?	No
Please choose the Board or Commission for which you are applying	Civil Service Commission
Why are you interested in serving on this board or commission?	I recently retired from the Seattle Police Department having served a total of over 5 decades and would like to see my experience count.
What do you perceive as the role of a board or commission member?	Overseeing the selection process candidates who are interested in Civil Service positions within the City of Lynnwood, WA.
How would you represent the interests of the community?	I would best represent the interests of Lynnwood by applying my prior civil service experience in helping to make our city safer, etc.

List any experiences that may assist you in serving in this role.

Served on several Boards; Seattle Police Foundation; Crime Stoppers International; Crime Stoppers Global Solutions, Founder/Director of Crime Stoppers of Puget Sound; Founder of the Aurora Kids Foundation; Chairman of the Board for the Aurora Church of the Nazarene in Shoreline, WA,; President of the Emerald City Rotary Club (Seattle, WA); Director of Security for the PUETZ Golf Company; 18 years of Coaching High School Golf;

List any other information you would like us to consider.

I will mail in my complete BIO

Optional resume upload

Date

05/07/2021

CITY COUNCIL 3.C
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: 2020 Financial Audit Entrance Conference

DEPARTMENT CONTACT: Michelle Meyer, Finance

SUMMARY:

Representatives from the Washington State Auditors Office will review the plan for the 2020 Financial Audit and answer questions/take feedback from the Council.

PRESENTER:

Marlon Deppen, Wendy Choy, Haji Adams; Washington State Auditors Office

ESTIMATED TIME:

30

DEPARTMENT ATTACHMENTS

Description:

CITY COUNCIL 3.D

CITY OF LYNNWOOD CITY COUNCIL

TITLE: Briefing No. 5/6: Connect Lynnwood: Active and Accessible Transportation Plan and Complete Streets Policy

DEPARTMENT CONTACT: Amie Hanson, Public Works

SUMMARY:

Briefing on the Connect Lynnwood Project components: A) Active & Accessible Transportation Plan; and B) Complete Streets Policy

PRESENTER:

Bill Franz, Public Works Director; Sarah Olson, Deputy Director PRCA Department; Amie Hanson, Project Manager

ESTIMATED TIME:

60

BACKGROUND:

The *Connect Lynnwood* Plan aims to improve bicycle, pedestrian, and mobility facilities to better connect residents to schools, parks, transit, and commercial districts. The Complete Streets policy, if adopted, will guide Lynnwood in developing and delivering projects that can implement Lynnwood's active transportation goals and Plan.

Later in 2021, staff will be seeking adoption by resolution of the Connect Lynnwood Plan and a Complete Streets ordinance. These actions will be subsequent to a joint public hearing for the two elements with a public hearing. Staff anticipate the Connect Lynnwood Plan to be further adopted by reference in the next City Comprehensive Plan.

The Connect Lynnwood Project includes the primary elements of developing the *Connect Lynnwood: Active & Accessible Transportation Plan* (Plan) and Lynnwood's Complete Streets policy.

The Connect Lynnwood Project was developed with the objective of reviewing and updating the [2008 Multi-Choice Plan](#) and associated bicycle and pedestrian networks. This Project also encompasses multiple efforts of managing Lynnwood's multimodal transportation network including:

- School Access & Safety Project
- Park Access Plan
- Development of proposed pedestrian and bicycle networks

- Prioritizing projects for implementation

Finally, this Project includes development of a Complete Streets policy to guide development and delivery of active transportations projects to implement the Plan and meet Lynnwood’s active transportation goals. Lynnwood’s active transportation goals are:

- Balance – Balance Lynnwood’s mobility needs by providing mobility options with an integrated multimodal system
- Safety – Create safer conditions for people walking and bicycling
- Equity – Address inequities and lack of access experienced by underserved and underrepresented communities
- Connectivity – Create comfortable, complete walking and bicycling networks
- Health – Increase opportunities for physical activity by making it easy and safe to be active in the public right of way

This effort began in 2017 with the [168th Corridor Planning Study](#) focusing on school safety and multimodal improvements in the corridor. Specific work is also underway in the Lynndale neighborhood assessing school routes and neighborhood circulation to enhance safety.

Connect Lynnwood: Active and Accessible Transportation Plan

The Plan, nearing final drafting, documents Lynnwood’s long-term vision and near-term action plan for improving walking and biking in the city. The presented networks incorporate the findings from previous work, such as the 2008 Multi-Choice Plan; evaluation of bike level of stress throughout the city; pedestrian-vehicle and bicyclist-vehicle crash trends; walking and biking safety at schools; parks access; and staff knowledge of plans, future projects, and the Lynnwood community. Sites identified as ‘in need of improvement’ were prioritized according to equity; safety; connections to parks, schools, and transit; and connections to commercial areas.

Walking & Rolling Network Development

The process of developing the walking and rolling network included evaluating existing walking conditions to identify sites where improvements are needed for crossing streets and walking along streets. Elements of the development of the prioritized walking network and priority sites are currently included in the ongoing Online Open House, with opportunities for public feedback on select sites and amenities. The final prioritized walking network will be documented in the Plan with supporting information.

Bike Network Development

During this process, the Project Team considered not only where bicyclists are traveling, but also the types of amenities. The updated bike network was developed to:

- Implement bikeways separated from traffic over the next many years to create an All Ages & Abilities bike network (AAA); and
- Improve connections within the existing on-road bicycle network.

The Project Team identified opportunities for an improved bike network based on previous

planning efforts, including the 2008 Multi-Choice Plan and the Lynnwood Transit Center Multimodal Accessibility Plan, and evaluations completed during Connect Lynnwood. Sites were also evaluated for opportunities to implement AAA amenities.

Complete Streets Policy

Lynnwood's Complete Streets Policy will have two impacts on multi-modal transportation by: 1) establishing ways to balance transportation needs on the City's streets; and 2) incorporating those decisions into the decision-making for Capital and Private Development projects. This element will include development of a Complete Streets ordinance and an implementation framework.

The City's Complete Streets Policy, which will form the basis for the ordinance, will establish these goals:

- Implement the Comprehensive Plan goal to create a balanced transportation system with mobility options for all people.
- Make the best use of limited City resources by aligning project development and delivery processes to ensure each city transportation investment achieves multiple goals.
- Advance incremental change toward a multimodal future.
- Establish eligibility for Complete Streets Award funding from the State of Washington's Transportation Improvement Board.

The draft Complete Streets Policy document describes the City's policy intention, Complete Streets principles and application, and project delivery.

The Complete Streets implementation framework establishes street typologies; maps the project development processes for both capital and private projects; and updates new standards for pedestrian and bicycle amenities. This framework coordinates multiple elements used by Lynnwood staff to develop and review projects in the right of way, such that Lynnwood's active transportation goals are easily and consistently implemented in both public and private development. Using this framework, Lynnwood has defined:

- A toolbox of amenities to support active transportation;
- A street typology, developed based on street geometry, traffic usage, and adjacent land use;
- Appropriate amenities for street typology categories; and
- Internal processes - mapping out how to incorporate these elements into project development and review.

The Council received an initial briefing on the Connect Lynnwood Plan on September 16, 202. The briefing focused primarily on the school safety component of the Project.

An Online Open House can be viewed here: <http://bit.ly/ConnectLynnwoodStoryMap> for further details.

SUGGESTED ACTION:

No action at this time. Briefing only.

PREVIOUS COUNCIL ACTIONS:

Work Session September 16, 2020, Item D, Briefing: Connect Lynnwood: Active and Accessible Transportation Plan - School Safety Project Presentation

Business Meeting May 28, 2019, Item 90.1-G Contract: Citywide Multimodal Transportation Planning Supplemental Consultant Contract

Business Meeting November 8, 2017, Item 90.1-I Contract: Citywide Multimodal Transportation Planning Consultant Contract

FUNDING:

Transportation Capital Fund 360

VISIONS AND PRIORITIES ALIGNMENT:

Our Community Vision: The Lynnwood Community will be a regional model for a sustainable, vibrant community with engaged citizens and an accountable government.

Connect Lynnwood, the Multimodal Transportation Planning 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 supports this vision by delivering outcomes that correspond to the goals of building a healthy and sustainable environment, investing in recreation and community programs, investing in efficient, integrated local and regional transportation systems, ensuring a safe environment, and being responsive to the wants and needs of our citizens.

DEPARTMENT ATTACHMENTS

Description:

[Council - CL and CS - June 2021.pptx](#)

CONNECT LYNNWOOD

Project Update

City Council

June 21, 2021

6:00 – 9:00 pm



AATP GOALS

Balance

Balance Lynnwood's mobility needs by providing mobility options with an integrated multimodal system

Safety

Create safer conditions for people walking and bicycling

Equity

Address inequities and lack of access experienced by underserved and underrepresented communities

Connectivity

Create comfortable, complete walking and bicycling networks

Health

Increase physical activity by making it easy and safe to be active in the public right of way

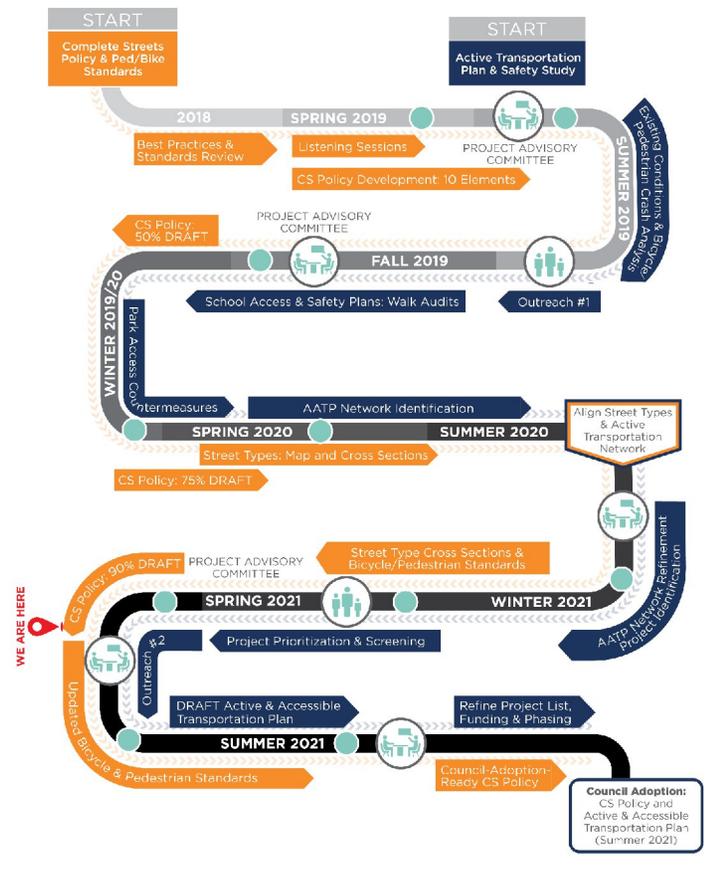


SCHEDULE & MILESTONES

Complete Streets Policy, Pedestrian and Bicycle Standards Update
Active & Accessible Transportation Plan and Safety Study



- Project Technical Advisory Team (PTAT) Meeting
- Community Outreach
- Project Advisory Committee (PAC) Meeting



PROJECT DELIVERABLES

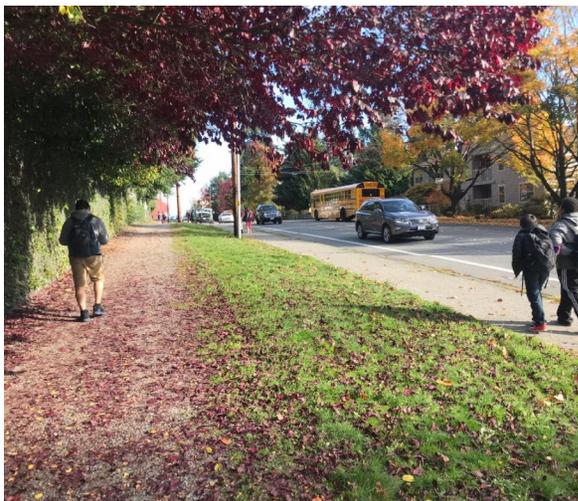


- Existing Conditions
- Outreach
- School Access
- AAA Network
- Walking and Rolling Network



- Complete Streets Ordinance (to be adopted)
- Street Typology
- Updated Pedestrian and Bicycle Street Standards
- Decision-Making Flow Charts

DRAFT CONNECT LYNNWOOD PLAN



Connect Lynnwood: Active & Accessible Transportation Plan

Online Open House

May 7, 2021





CONNECT LYNNWOOD

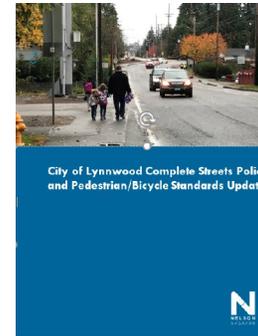
Complete Streets



PROJECT DELIVERABLES



- Existing Conditions
- Outreach
- School Access
- AAA Network
- Walking and Rolling Network



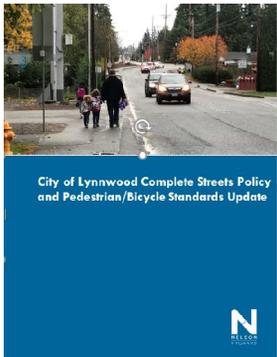
- Complete Streets Ordinance (to be adopted)
- Street Typology
- Updated Pedestrian and Bicycle Street Standards
- Decision-Making Flow Charts

Approach for Lynnwood

- Adopted by Council

Complete Streets Ordinance

- Endorsement of Complete Streets
- Lynnwood's Complete Streets Principles
- Application to all projects on Connect Lynnwood streets
- Adoption of Connect Lynnwood
- Amendment to LMC 12.12 Sidewalks
- Reference to internal tools for implementation (below)



- Internal reference/tools

Street Typology

← Our focus for today

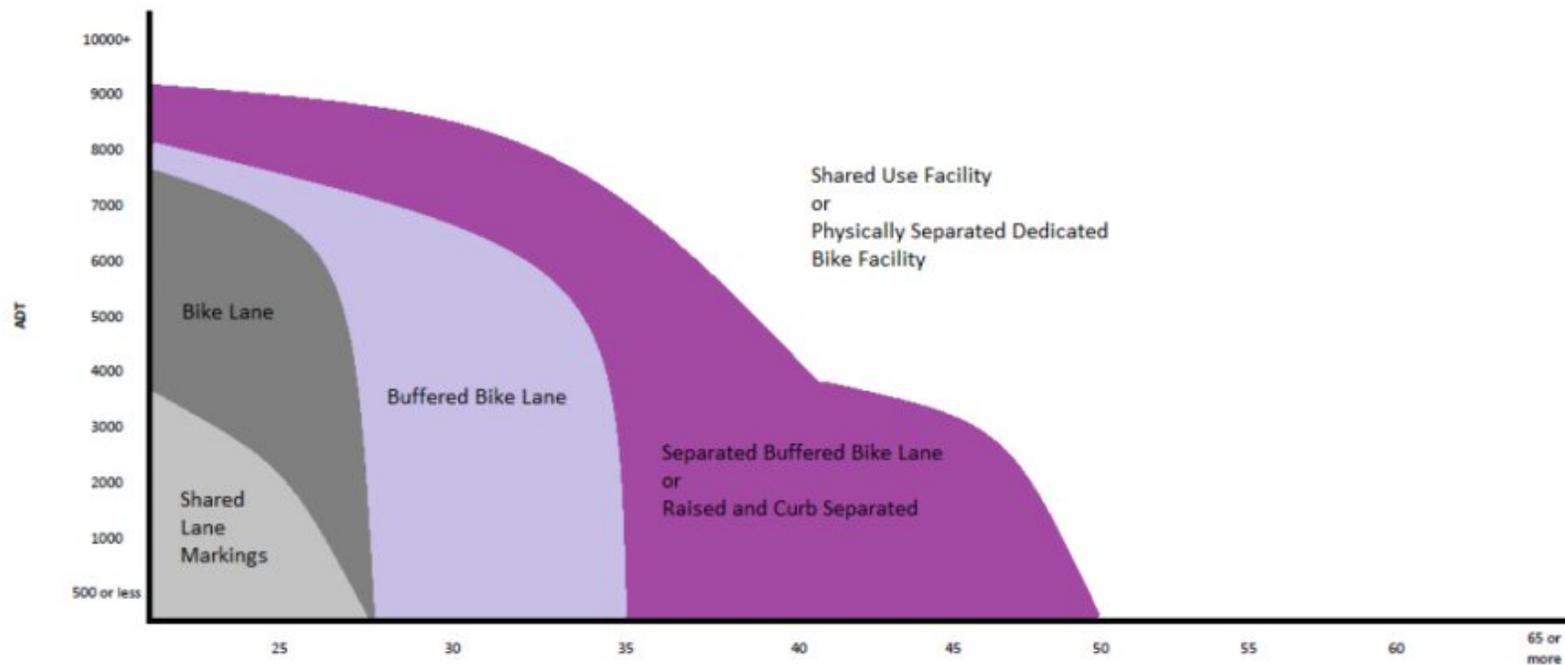
Updated Pedestrian and Bicycle Street Standards

Decision-Making Flow Charts



Approach: More separation from traffic attracts more users

Exhibit 1520-6a Bicycle Facility Selection Chart – Interested, but Concerned Cyclists



Source: WSDOT Roadway Design Manual



Mobility Type	F. Class	ADT	Speed Limit	# Lanes
State Routes	Principal Arterial	>20,000	35-45 mph	5-7
Boulevard	Minor Arterial – Collector	8,000-30,000	30-35 mph	3-5
Avenue	Collector	5,000-8,000	25-30 mph	2-4
Street	Residential	1,000-7,000	25 mph or less	2
Way	Residential – curbless	<2,000	25 mph or less	2

State Route



Boulevard



Avenue



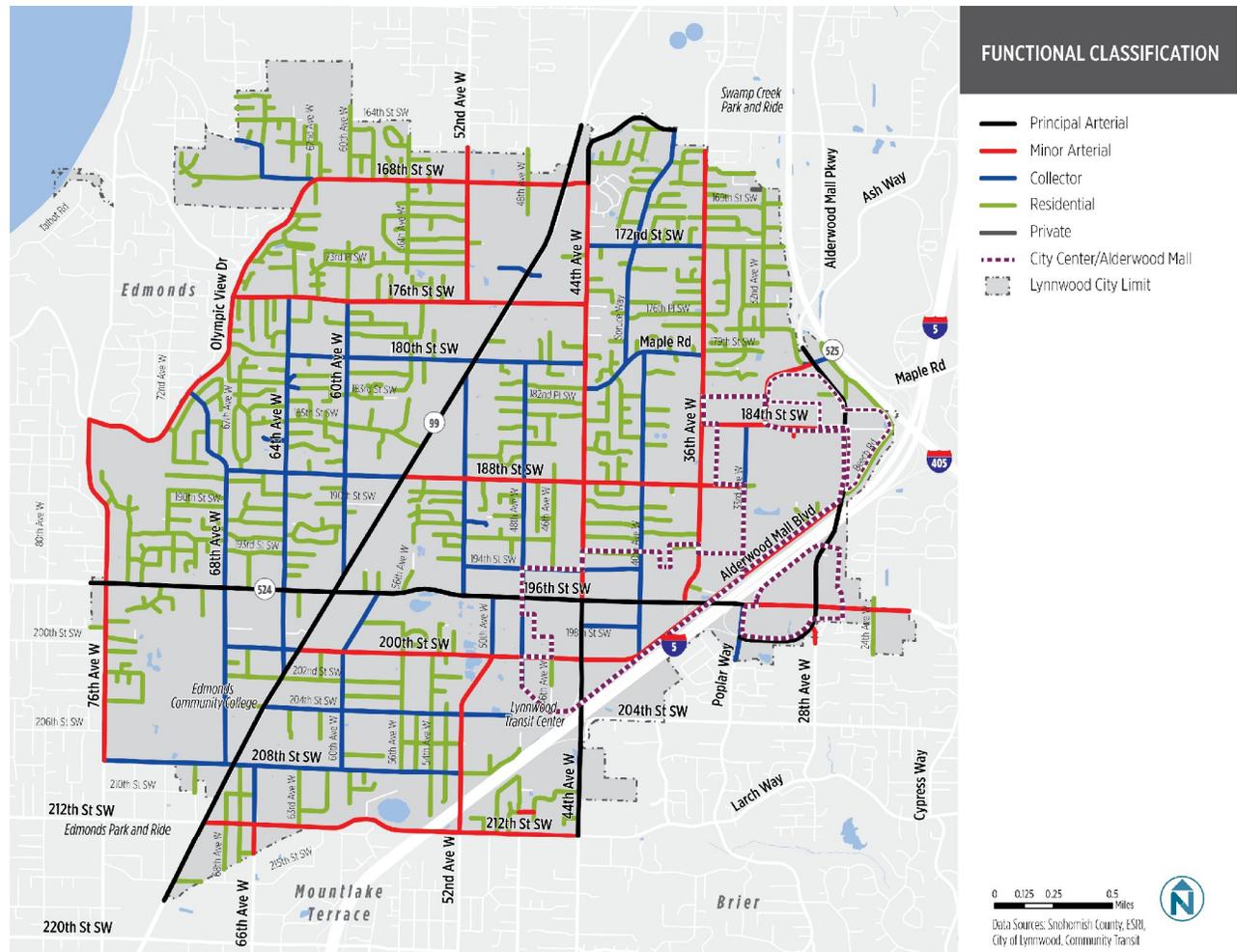
Street



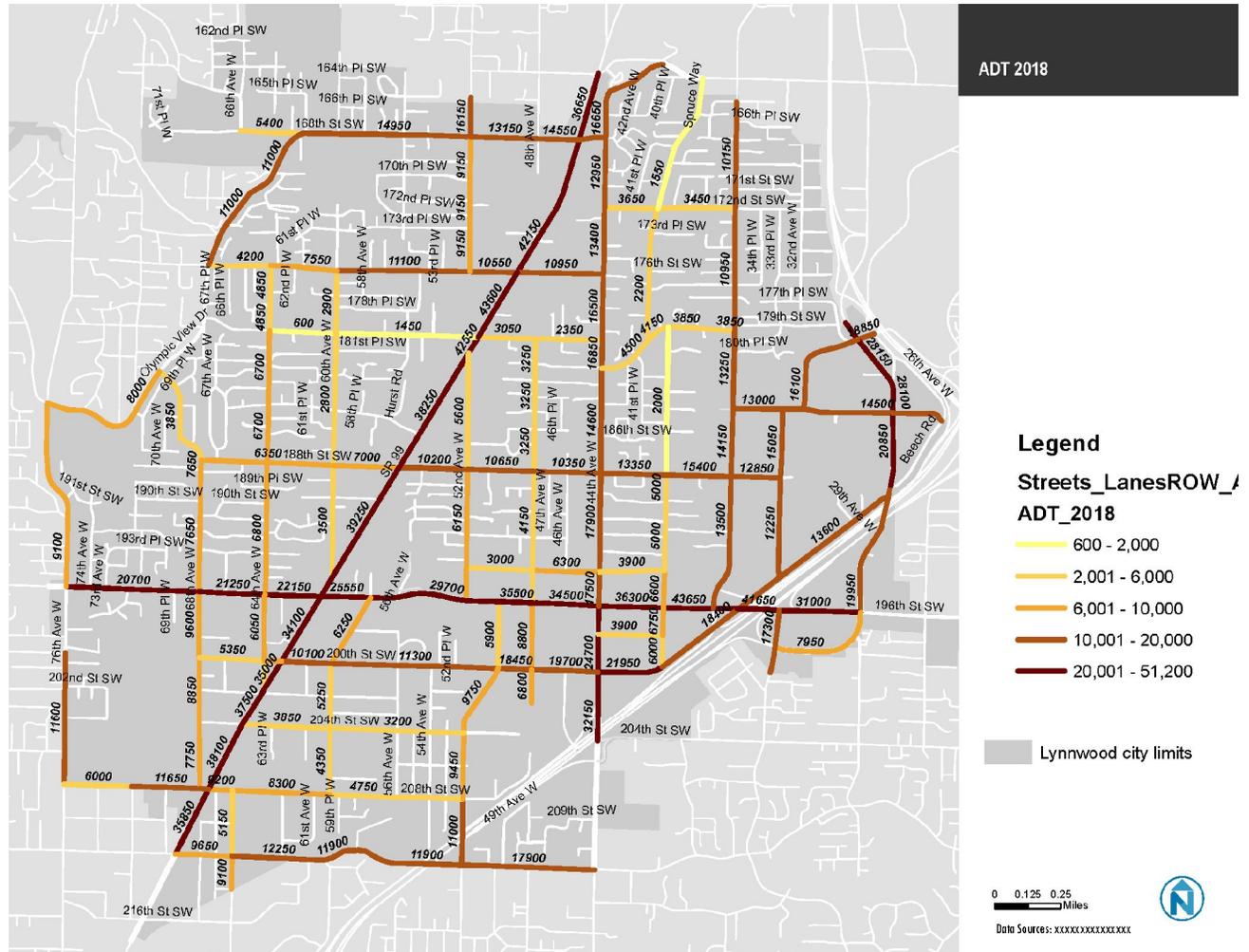
Way



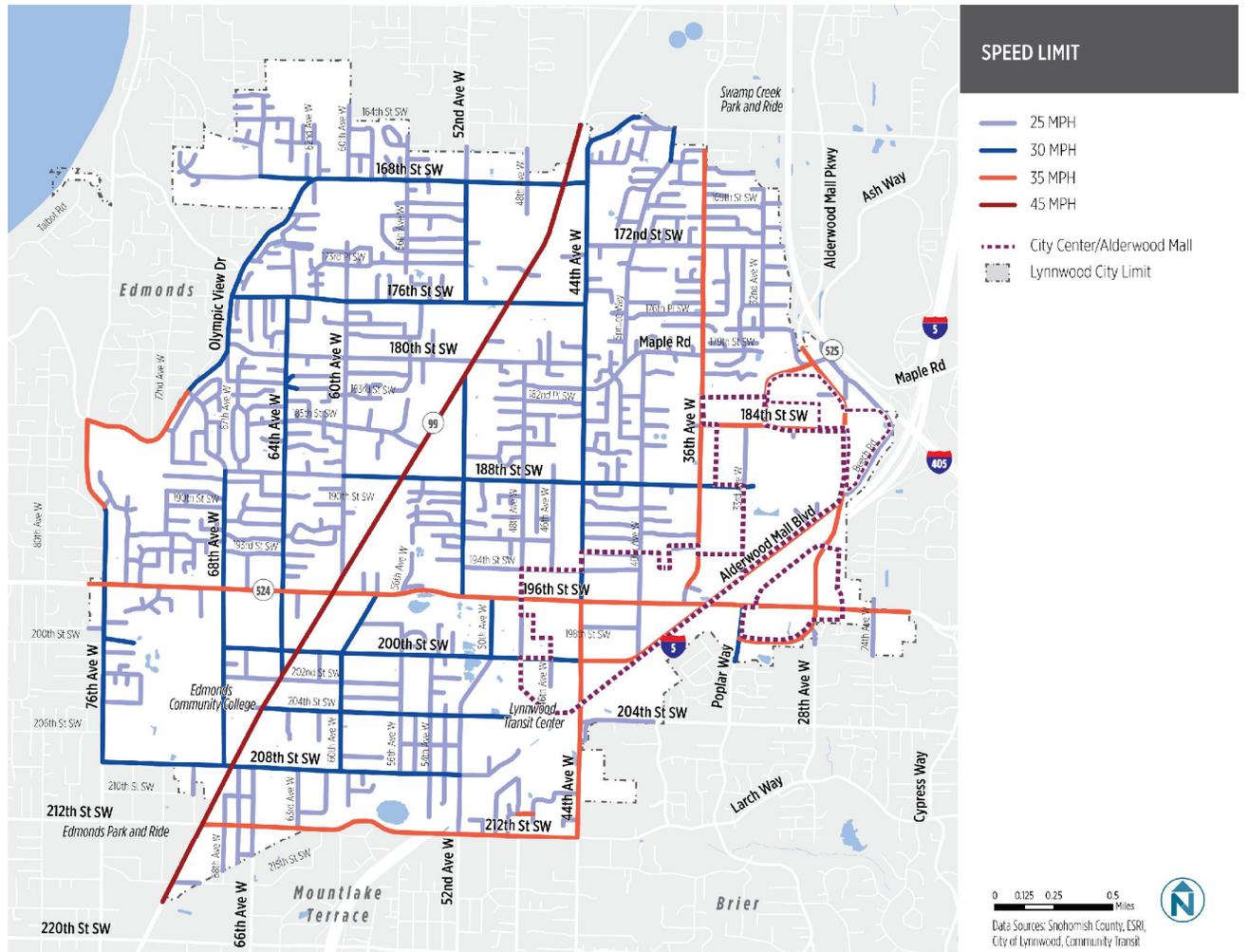
MOBILITY CHARACTERISTIC – Functional Classification



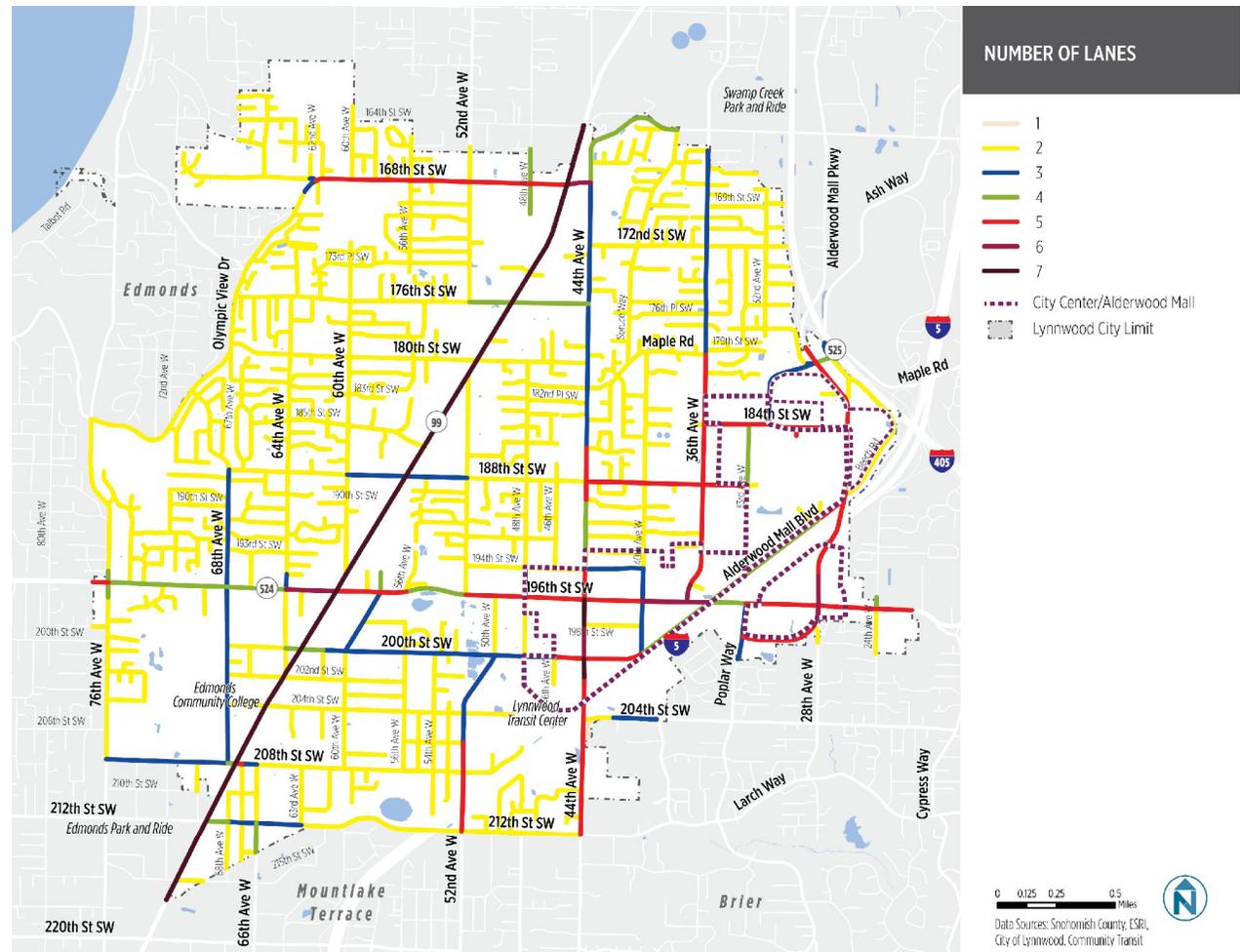
MOBILITY CHARACTERISTIC – Average Daily Traffic (ADT)



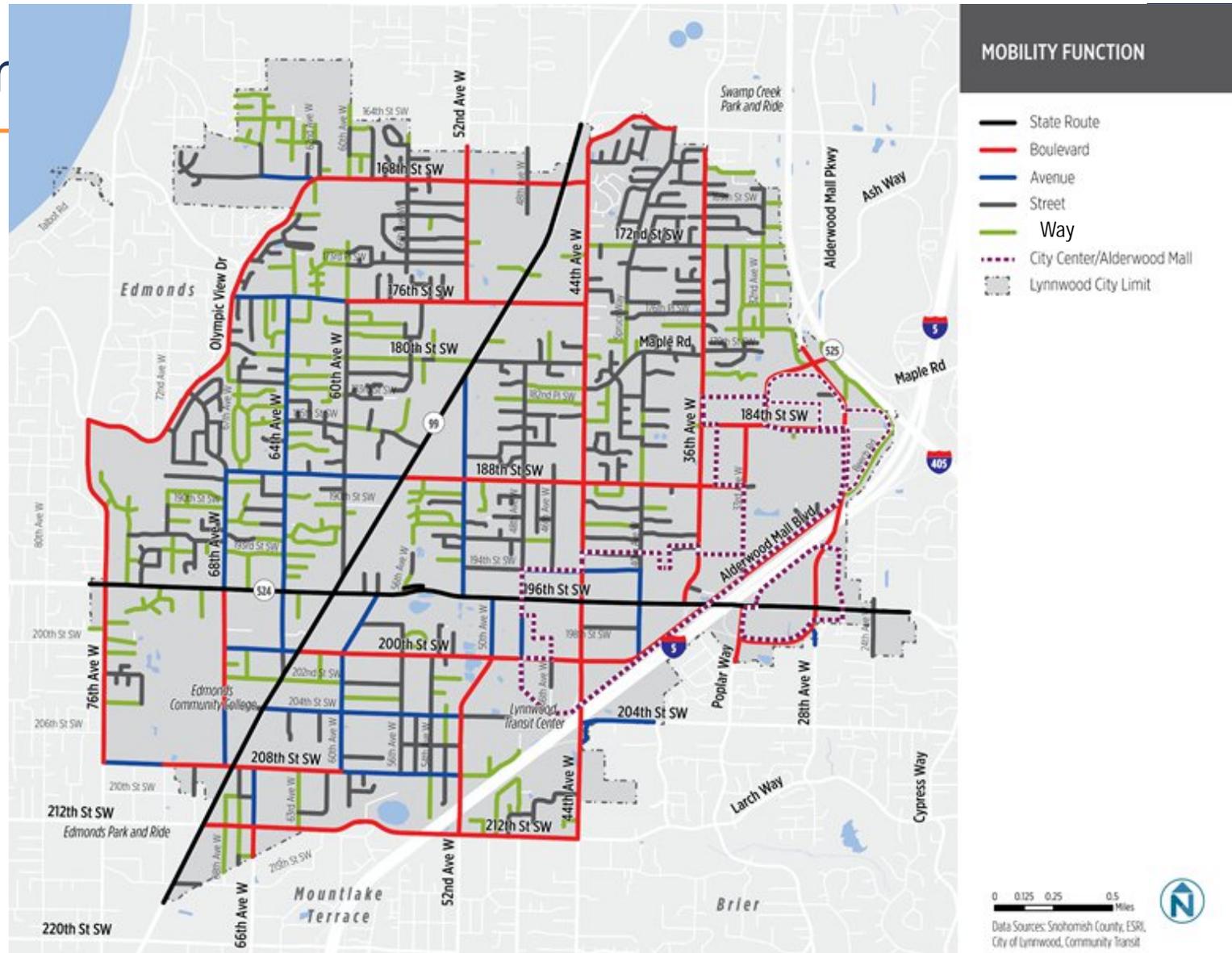
MOBILITY CHARACTERISTIC – Speed Limit



MOBILITY CHARACTERISTIC – Number of Lanes



Mobility Function



Mobility Type	F. Class	ADT	Speed Limit	# Lanes
State Routes	Principal Arterial	>20,000	35-45 mph	5-7
Boulevard	Minor Arterial – Collector	8,000-30,000	30-35 mph	3-5
Avenue	Collector	5,000-8,000	25-30 mph	2-4
Street	Residential	1,000-7,000	25 mph or less	2
Way	Residential – curbless	<2,000	25 mph or less	2

State Route



Boulevard



Avenue



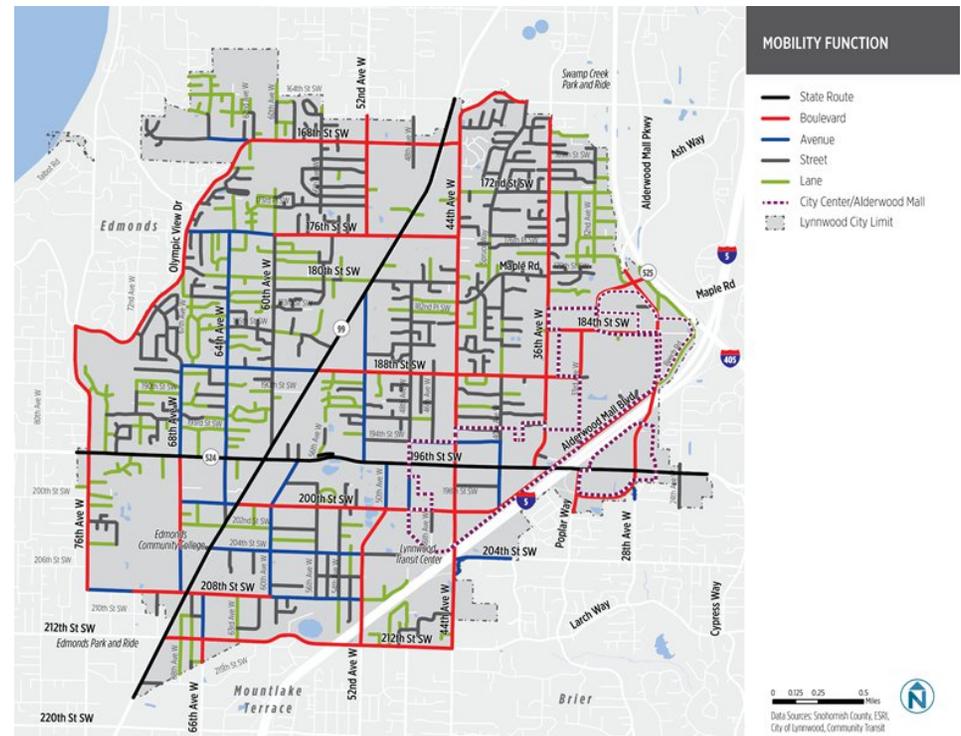
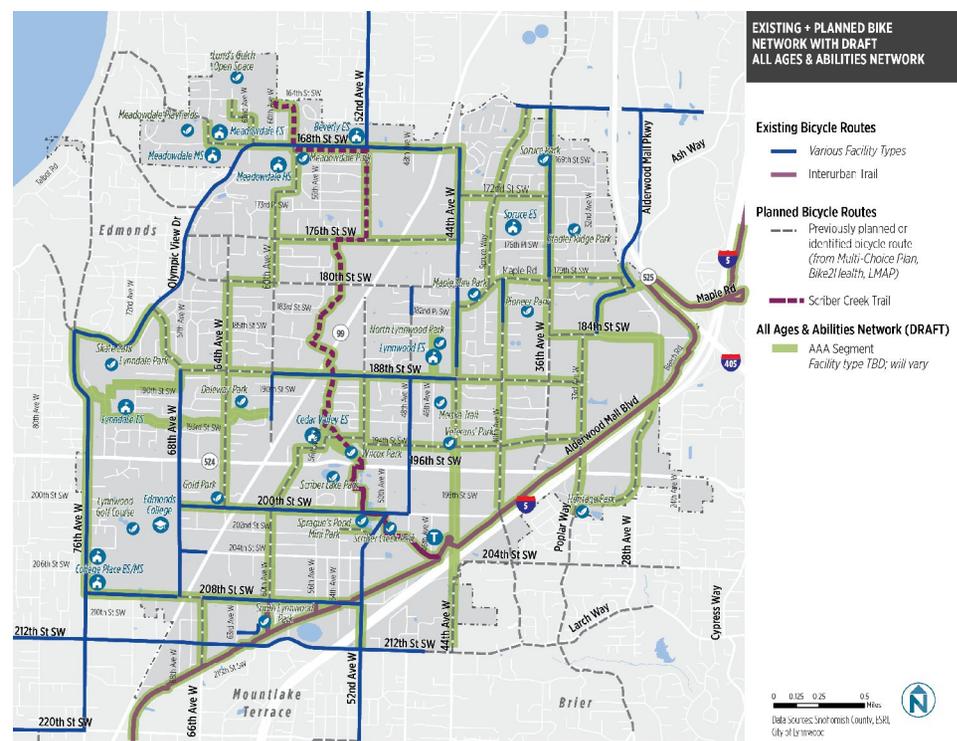
Street



Way



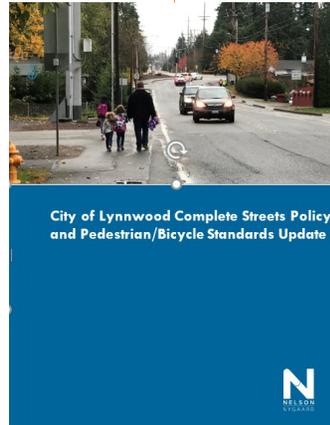
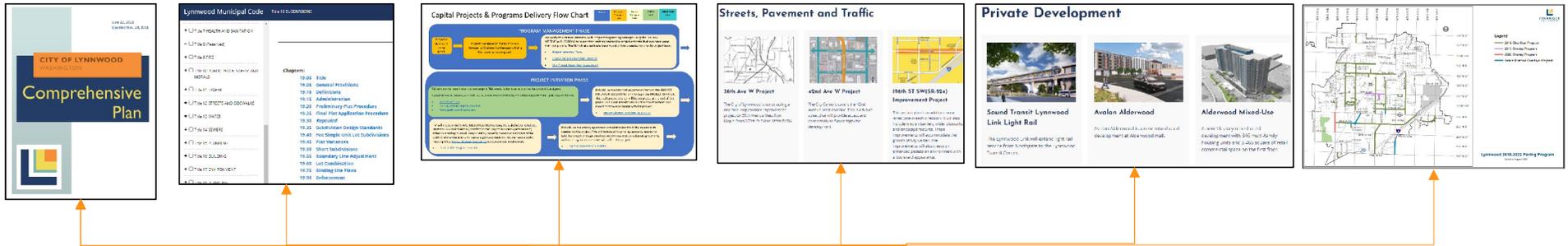
Bike Network and AATP



AATP shows the WHERE (AAA bike) and Typology guides the WHAT to build (facility type)



Operationalizing Connect Lynnwood and Complete Streets



OPERATIONALIZE



QUESTIONS?



CITY COUNCIL 3.E
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Boards and Commissions LMC revisions

DEPARTMENT CONTACT: Lisa Harrison, City Council

SUMMARY:

President Hurst will lead a discussion with council regarding recommended changes to the LMC for boards and commissions.

PRESENTER:

Council President Hurst, Julie Moore, Public Affairs Officer

ESTIMATED TIME:

30

SUGGESTED ACTION:

Adopt proposed changes.

DEPARTMENT ATTACHMENTS

Description:

[Board and Commission Code Amendments - Final Tracked Changes Version June 2021.pdf](#)
[Summary_of_changes_LMC_Revisions_-_June_2021.pdf](#)

Chapter 2.24
ADVISORY BODIES – GENERAL PROVISIONS

Sections:

- 2.24.010 Definitions.
- 2.24.020 Scope of work.
- 2.24.030 Membership, nomination and confirmation process, reappointment process, residency requirements, ~~and~~ responsibilities and training.
- 2.24.040 Officers – Identification and election.
- 2.24.050 Quorums, transacting business and resolutions.
- 2.24.060 Vacancies.
- 2.24.070 Multiple appointments prohibited.
- 2.24.080 Conflicts of interest.
- 2.24.090 Liaisons and ~~representatives~~ administrative support.
- 2.24.100 Procedures, records and minutes.
- 2.24.110 Meetings.
- 2.24.120 Compensation and reimbursement of expenses.
- 2.24.130 Lobbying efforts.
- ~~2.24.140~~ ~~Repealed.~~

2.24.010 Definitions.

For the purposes of this chapter, and any other chapter in this code that establishes an advisory body, the following definitions shall apply:

An ~~“advisory~~ Advisory body” means any board or commission, ~~established and named board or commission in by the ordinance or resolution creating the same, previously, or hereafter, created and authorized~~ by the city council to give advice on subjects and perform ~~such other functions regulatory functions~~ as prescribed by the city council or applicable laws. “Advisory body” does not mean task forces, informal committees, or working groups appointed by the mayor or created by the city council for ~~short~~ specific periods of time or for specific tasks.

“Resident” means a person with primary residency within Lynnwood’s city limits, registered voter of the city of Lynnwood or a registered voter of an area that is within Lynnwood’s municipal urban growth area as designated by the city’s comprehensive plan. (Ord. 3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997)

“Community stakeholder” means a person with primary residency outside of city limits, but within Lynnwood’s Municipal Urban Growth Area as defined by the city’s comprehensive plan.

1 [“Non-resident” means a person with a primary residency outside of the city limits of the city of Lynnwood.](#)

2 **2.24.020 Scope of work.**

3 A. Each advisory body shall be guided by a specific statement of purpose and function, which will be
4 reviewed at least every four years by the city council to determine its effectiveness. This statement of
5 purpose, as well as other information regarding duties and responsibilities, will be made available to all
6 members when appointed.

7 B. The city council may determine any specific ~~guidelines or~~ tasks to be referred to ~~the~~ an advisory body
8 by motion, resolution or ordinance.

9 C. Each advisory body shall develop a scope of work, within the body's jurisdiction and area of
10 responsibility ~~of each advisory body~~ that may, as the city council determines necessary and appropriate,
11 include the following:

12 1. Review relevant portion(s) of ~~the comprehensive plan or departmental multi-year adopted city~~
13 plans and regulations plan(s), and suggest desired amendments thereto.

14 2. Review relevant portion(s) of the city budget and suggest desired amendments, as relates to
15 Lynnwood’s community vision, strategic plan, comprehensive plan, capital facilities plan, and
16 policy matters.

17 3. Participate in the preparation of the advisory body annual report showing achievement towards
18 fulfilling goals, policies, and objectives of the advisory body.

19 4. Present major policy ~~advisories~~ advice to the city council.

20 5. Meet with city council and other boards.

21 6. Examine and respond to referrals from the city council, mayor, or staff, including public
22 meetings or formal hearings. (~~Ord. 3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997~~)

23 **2.24.030 Membership, nomination and confirmation process, reappointment process, residency**
24 **requirements, ~~and responsibilities~~ and training.**

25 The number of members and any specific qualifications of each advisory body shall be set forth by
26 ordinance. The position number for each member shall be set forth by ordinance, resolution, or motion.

1 ~~Unless otherwise~~Except as specifically provided by applicable ~~ordinance, resolution, motion, or as may~~
2 ~~be required by state~~ law, the following procedures and requirements shall apply to the appointment of all
3 members of each advisory body:

4 A. ~~Except where non-resident members are authorized for certain bodies, a member shall be a resident of~~
5 ~~the city for the full duration of their term. Each person at the time of nomination and continuing~~
6 ~~uninterrupted thereafter while serving on an advisory body shall be a resident of the city of Lynnwood;~~
7 ~~except that nonresidents may be allowed on certain boards and commissions if such applicants meet~~
8 ~~specific criteria outlined in the specific ordinance for each advisory body. Nonresidents must be registered~~
9 ~~voters, and shall reside in Lynnwood's municipal urban growth area as designated by the city's~~
10 ~~comprehensive plan.~~

11 B. Each person wishing to serve on a city advisory board shall submit an application to the city.

12 C. Twice a year, the administration shall provide to the council a report on all applications to serve on city
13 advisory bodies received in the time period since the date of the most recent report. The report shall
14 contain at a minimum the name of all applicants, the date of receipt of their application by the city, the
15 advisory body to which they applied, and the date and disposition of each application.

16 D. Each person to be appointed shall be nominated by the mayor ~~for to~~ a specific advisory body, position
17 number, and term. ~~on each advisory body.~~

18 ~~E. Each person shall be deemed appointed and commence service after confirmation by the city council~~
19 ~~or on a date determined by motion of the council.~~

20 FE. Each confirmation motion by the council shall include the position number, ending date and term for
21 the position to which the person is appointed, and service shall begin after confirmation by the city council
22 or on a date determined by motion of the council. ~~and such information shall be entered in the council~~
23 ~~journal.~~

24 ~~G. Each person appointed by the city council may serve no more than two consecutive terms, provided~~
25 ~~that a person appointed to fill an unexpired term of less than two years is eligible to serve two successive~~
26 ~~full terms, and provided further, a person who is ineligible to serve for having served two consecutive~~
27 ~~terms may again serve after one year has elapsed from the end of the second such term.~~

28 HF. Ninety days prior to term expiration, the advisory body member shall provide written notification to the
29 mayor's office regarding the individual's desire to serve a subsequent full term. There is not a vested right
30 to renomination or reappointment to any position. When considering renomination or reappointment, the

1 mayor and city council may consider factors such as the individual's attendance, participation, and
2 effectiveness during ~~his or her~~the term.

3 I. All newly appointed advisory body members must complete a Board and Commission Member Training
4 module prior to their first official meeting as an advisory body member and must sign and return a
5 Training Acknowledgement Form. As an appointed city officer, each advisory body member ~~of a board or~~
6 ~~commission must shall perform the member's duties in a manner consistent with applicable law, including~~
7 ~~abide by~~ the city of Lynnwood's code of ethics as set forth in Chapter 2.94 LMC, and applicable
8 provisions of the Open Public Meetings Act as set forth in Chapter 42.30 RCW and the Public Records
9 Act as set forth in Chapter 42.56 RCW.

10 J. Any person may be removed from an advisory body ~~board or commission~~ by the mayor, with approval
11 of the city council, for inefficiency, neglect of duty, excessive absences or malfeasance in office. (~~Ord.~~
12 ~~3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2940 § 1, 2012; Ord. 2737 § 1, 2008; Ord. 2121 § 1, 1997)~~

13 **2.24.040 Officers – Identification and election.**

14 Each advisory body shall elect from its membership a presiding officer who shall be referred to as the
15 chair ~~chairman, chairwoman, or chairperson, as determined appropriate by the advisory body,~~ and such
16 officer shall serve for one year. The advisory body may elect other officers as it deems necessary and
17 such offices shall be set forth in the rules of procedure adopted by the advisory body. (~~Ord. 3248 § 1,~~
18 ~~2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997)~~

19 **2.24.050 Quorums, transacting business and resolutions.**

20 A. A majority of the appointed members of the advisory body shall constitute a quorum for the transaction
21 of business. An affirmative vote of the majority of a quorum in attendance at any meeting shall be
22 necessary to transact business or carry any proposition.

23 B. Expressions of an advisory body position, recommendation or request for any action shall be made by
24 motion or resolution approved by the advisory body, which may include a statement of in the form of a
25 resolution setting forth the reasons, facts, policies, and/or findings of the body supporting the motion or
26 resolution and which shall be directed to the city council and mayor. (~~Ord. 3248 § 1, 2017; Ord. 3150 § 1,~~
27 ~~2015; Ord. 2121 § 1, 1997)~~

28 **2.24.060 Vacancies.**

29 Membership vacancies other than through expiration of term shall be filled for the unexpired term. (~~Ord.~~
30 ~~3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997)~~

31 **2.24.070 Multiple appointments prohibited.**

1 No person shall ~~serve be nominated or confirmed to a position~~ on more than one advisory body at a time.
2 This prohibition does not apply to ~~special, ad hoc appointments multiple appointments created by~~
3 ~~specifying certain "representative" memberships, expressly~~ created by the city council, or as required by
4 state law. (~~Ord. 3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997~~)

5 **2.24.080 Conflicts of interest.**

6 If an advisory body member concludes that ~~he or she~~the member has a conflict of interest or an
7 appearance of fairness issue with respect to a matter pending before the advisory body, the advisory
8 body member shall recuse ~~himself or herself~~themselves from participating in all deliberations and decision-
9 making related to the matter. (~~Ord. 3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997~~)

10 **2.24.090 Liaisons and representatives administrative support.**

11 A. ~~Each year, the city council president may appoint a member of the A~~ city council ~~representative will be~~
12 ~~appointed by the city council president each year and to~~ be available to an each advisory body for the
13 purpose of providing a constructive relationship between the city council and the advisory body without
14 implying direction, review, or oversight of the activities of the advisory body; the Ethics Board shall not
15 have a council liaison.

16 B. The mayor shall assign a city employee to provide administrative support to assist each advisory body.
17 ~~A city staff liaison will be assigned by the mayor's office to assist each advisory body.~~ The city staff
18 liaison administrative support staff member shall perform tasks such as guiding the advisory body on the
19 creation of a yearly work plan, setting monthly meeting agendas with the collaboration of the advisory
20 body's chair, noticing meetings, preparation and dissemination of meeting minutes, posting minutes to the
21 city website, providing ~~advisory body members with~~ information on appropriate training opportunities, and
22 generally advising on city business related to the activities of the advisory body. (~~Ord. 3248 § 1, 2017;~~
23 ~~Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997~~)

24 **2.24.100 Procedures, records and minutes.**

25 ~~Each a~~Advisory bodies may shall adopt rules of procedure. Each advisory body shall provide for the
26 taking of minutes and maintaining the records of all regular and special meetings. Any advisory body may
27 establish standing or ad hoc committees to assist in accomplishing its duties and responsibilities. (~~Ord.~~
28 ~~3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997~~)

29 **2.24.110 Meetings.**

30 Each advisory body shall hold regular meetings. All meetings shall be open to the public to the extent
31 required by law, and shall be held on not less than 24 hours' notice to members and the public. Except as
32 otherwise provided in this code, Rregular meeting dates and times shall be determined by majority vote of

1 ~~the advisory body and posted on the city's website. included in written rules of procedure adopted by~~
2 ~~each advisory body by resolution or rule. (Ord. 3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997)~~

3 **2.24.120 Compensation and reimbursement of expenses.**

4 Members of an advisory body shall serve without compensation. Members may be reimbursed for
5 authorized travel expenses incidental to that service. Authorization must be obtained prior to incurring the
6 expense. ~~(Ord. 3248 § 1, 2017; Ord. 3150 § 1, 2015; Ord. 2121 § 1, 1997)~~

7 **2.24.130 Lobbying efforts.**

8 Lobby efforts by any advisory body on legislative, or political, matters should first be checked for
9 consistency with applicable law and existing city policy by contacting the mayor's office. In the event a
10 position is taken that differs from that of the city's policy, an advisory body ~~cannot shall not~~ represent that
11 position before another body, e.g., the state legislature or the county council. An individual member is free
12 to voice a position, oral or written, on any issue as long as it is made clear that the member is not
13 speaking as a representative of the city, or as a member of an advisory body. ~~(Ord. 3248 § 1, 2017; Ord.~~
14 ~~3150 § 1, 2015; Ord. 2121 § 1, 1997)~~

15 ~~**2.24.140 Application.**~~

16 ~~Repealed by Ord. 3150. (Ord. 2121 § 1, 1997)~~

1 Chapter 2.26
2 ARTS COMMISSION

3 Sections:

4
5 **2.26.010 Created.**

6 **2.26.020 Duties.**

7 **2.26.030 Membership appointment – Term.**

8 **2.26.040 Residency requirements – Arts commission.**

9 **2.26.010 Created.**

10 There is hereby established an arts commission of the city of Lynnwood composed of seven members as
11 hereinafter provided. (~~Ord. 3150 § 3, 2015; Ord. 2940 § 2, 2012; Ord. 1605 § 1, 1987~~)

12 **2.26.020 Duties.**

13 The arts commission is an advisory commission of the city of Lynnwood whose duties shall be to provide
14 advice and recommendations to the mayor and city council in regards to the display of art in public places
15 within the city of Lynnwood, means of furthering appreciation of art within the city, and to perform such
16 other duties as the mayor may direct. (~~Ord. 3150 § 3, 2015; Ord. 2940 § 2, 2012; Ord. 1605 § 2, 1987~~)

17 **2.26.030 Membership appointment – Term.**

18 Members of the commission shall be appointed to a position for a term of three years (or for fulfillment of
19 an unexpired term); the appointees shall serve for terms as follows:

20 Position No. 1: Ending December 31, [20152021](#)

21 Position No. 2: Ending December 31, [20152021](#)

22 Position No. 3: Ending December 31, [20162022](#)

23 Position No. 4: Ending December 31, [20162022](#)

24 Position No. 5: Ending December 31, [20162022](#)

25 Position No. 6: Ending December 31, [20172023](#)

26 Position No. 7: Ending December 31, [20172023](#)

27 (~~Ord. 3150 § 3, 2015; Ord. 2940 § 2, 2012; Ord. 2121 § 3, 1997; Ord. 1724 § 1, 1989; Ord. 1605 § 3,~~
28 ~~1987~~)

29 **2.26.040 Residency requirements – Arts commission.**

30 A. [Five of seven members must be residents of the City of Lynnwood and have a primary residence](#)
31 [within city limits.](#)

1 ~~B. No more than~~Up to two member(s) of the commission may be ~~nonresident(s)community stakeholder(s)~~
2 of the city of Lynnwood, and have a primary residence within Lynnwood's Municipal Urban Growth Area.
3 and serve as "community stakeholders." ~~Community stakeholder members must have a Lynnwood~~
4 ~~mailing address and live in the city's municipal urban growth area.~~

5 ~~BC.~~ There is a preference for city of Lynnwood residents over nonresident candidates. (~~Ord. 3150 § 3,~~
6 ~~2015; Ord. 2940 § 2, 2012)~~

7
8
9 **Chapter 2.29**
10 **PLANNING COMMISSION**

11 **Sections:**

12 **2.29.010 Created.**

13 **2.29.020 Powers and duties.**

14 **2.29.030 Membership appointment – Term.**

15 [2.29.031 Residency requirements](#)

16 **2.29.040 Submission of ordinances for recommendation.**

17 **2.29.050 Number required for action.**

18 **2.29.060 Promotional duties.**

19 **2.29.010 Created.**

20 There is hereby established a planning commission of the city of Lynnwood, composed of seven
21 members as hereinafter provided. (~~Ord. 3150 § 5, 2015; Ord. 2121 § 5, 1997; Ord. 10 § 1, 1959; Ord. 60~~
22 ~~§ 2, 1960)~~

23 **2.29.020 Powers and duties.**

24 The planning commission shall have all of the powers and perform each and all of the duties specified by
25 Chapter [35A.63](#) RCW, together with any other duties or authority which may hereafter be conferred upon
26 them by the laws of the state of Washington. The performance of such duties and the exercise of such
27 authority shall be subject to each and all the limitations expressed in such legislative enactment or
28 enactments. (~~Ord. 3150 § 5, 2015; Ord. 2121 § 5, 1997; Ord. 60 § 2, 1960)~~

29 **2.29.030 Membership appointment – Term.**

30 Members of the commission shall be appointed to a position for a term of four years (or for fulfillment of
31 an unexpired term); the appointees shall serve for terms as follows:

32 Position No. 1: Ending December 31, [20162023](#)

1 Position No. 2: Ending December 31, [20162023](#)

2 Position No. 3: Ending December 31, [20172021](#)

3 Position No. 4: Ending December 31, [20182022](#)

4 Position No. 5: Ending December 31, [20192023](#)

5 Position No. 6: Ending December 31, [20192023](#)

6 Position No. 7: Ending December 31, [20202024](#)

7 The members shall be selected without respect to political affiliations. A commissioner position shall
8 automatically become vacant if the commissioner fails to attend six regular meetings in a 12-month
9 period. (~~Ord. 3244 § 1, 2017; Ord. 3150 § 5, 2015; Ord. 2121 § 5, 1997; Ord. 60 § 2, 1960; Ord. 10 § 1,~~
10 ~~1959~~)

11 **[2.29.031 Residency requirements](#)**

12 [Each member of the planning commission shall be a resident of the city of Lynnwood and have a primary](#)
13 [residence within city limits.](#)

14 **2.29.040 Submission of ordinances for recommendation.**

15 The city council may refer to the planning commission, for its recommendation and report, any ordinance,
16 resolution or other proposal relating to any of the matters and subjects referred to in Chapter [35A.63](#)
17 RCW, and the commission shall promptly report to the council thereon, making such recommendations
18 and giving such counsel as it may deem proper in the premises. (~~Ord. 3150 § 5, 2015; Ord. 2121 § 5,~~
19 ~~1997; Ord. 10 § 3, 1959~~)

20 **2.29.050 Number required for action.**

21 No action which would result in a recommendation to the city council shall be effective unless passed by
22 not less than four members of the planning commission at a public meeting thereof. In the absence of a
23 quorum, the matter at hand may be referred to the city council without recommendation. (~~Ord. 3150 § 5,~~
24 ~~2015; Ord. 2036 § 9, 1995; Ord. 545 § 1, 1970; Ord. 10 § 5, 1959~~)

25 **2.29.060 Promotional duties.**

26 The commission shall obtain and promote an understanding of and an interest in comprehensive planning
27 for the city. The commission shall include in its studies and recommendations, from time-to-time, those
28 areas outside the boundaries of the municipality which are included in the city's municipal urban growth

1 area or otherwise being considered for annexation; or which have, or may have, an environmental
2 influence on the general welfare of the city. Extraterritorial planning shall be done to promote an adequate
3 county planning program, to estimate future municipal service requirements, to encourage orderly land
4 use and development, and to cooperate in fact finding and reporting, relative to regional planning and
5 local integration on behalf of the city.

6 The commission shall be responsible for the conduct of neighborhood and community hearings regarding
7 its studies, recommendations and proposals, and shall have the responsibility of promoting satisfactory
8 public relations as a group and individually, upon which the city council in public policy matters can rely.
9 Such relations shall be of both a formal and informal nature, i.e., official hearings as well as informational
10 fact finding discussions.

11 Plans, reports, administrative matters and recommendations of the planning commission shall be
12 submitted by resolution or report directly to the city council by such commission.

13 A comprehensive, long range and annual work program of the planning commission is hereby authorized,
14 which authorization shall include a review by the commission of all major public improvements. ~~(Ord.~~
15 ~~3150 § 5, 2015; Ord. 2121 § 5, 1997; Ord. 60 § 3, 1960)~~

16

17

18

Chapter 2.60 DIVERSITY, EQUITY AND INCLUSION COMMISSION

19 Sections:

20 **2.60.010 Created.**

21 **2.60.020 Powers and duties.**

22 **2.60.030 Membership appointment – Term.**

23 **2.60.040 Residency requirements.**

24 **2.60.010 Created.**

25 There is hereby established a diversity, equity and inclusion commission of the city of Lynnwood
26 composed of seven members as hereinafter provided. ~~(Ord. 3247 § 1, 2017)~~

27 **2.60.020 Powers and duties.**

28 The diversity, equity and inclusion commission is an advisory commission of the city of Lynnwood whose
29 duties shall be to provide advice and recommendations to the mayor and city council in regard to the
30 following:

1 A. Achieving Lynnwood’s community vision in regard to being a welcoming city and a cohesive
2 community that respects all by encouraging cooperation, [tolerance-inclusion, belonging](#), and respect
3 among and by all persons who come in contact with the city of Lynnwood (i.e., residents, visitors,
4 employers, employees, etc.).

5 B. Recommending effective strategies for public engagement, removing barriers, and increasing access
6 to city services for our city’s diverse population.

7 C. Recommending areas for investing ~~upstream and~~ where needs are greatest, addressing root causes of
8 inequities and lack of access and smartly allocating our public resources, and recommending
9 opportunities for community partnerships as a strategy to better understand and address equity impacts
10 throughout our city.

11 D. Facilitating the building of relationships with underserved and underrepresented communities and
12 serving as trusted messengers to the community at large.

13 E. Performing such other duties as the mayor and/or city council may direct. (~~Ord. 3247 § 1, 2017~~)

14 **2.60.030 Membership appointment – Term.**

15 Members of the commission shall be appointed to a position for a term of three years (or the fulfillment of
16 a vacant term); appointees shall serve for terms as follows:

17 Position No. 1: Ending December 31, ~~2019~~[2022](#)

18 Position No. 2: Ending December 31, ~~2019~~[2022](#)

19 Position No. 3: Ending December 31, ~~2020~~[2023](#)

20 Position No. 4: Ending December 31, ~~2020~~[2023](#)

21 Position No. 5: Ending December 31, ~~2020~~[2023](#)

22 Position No. 6: Ending December 31, 2021

23 Position No. 7: Ending December 31, 2021

24 (~~Ord. 3247 § 1, 2017~~)

25 **2.60.040 Residency requirements.**

- 1 A. Five of seven members must be residents of the City of Lynnwood and have a primary residence
2 within city limits.
- 3 B. Up to~~no more than~~ two member(s) of the commission may be nonresident(s)community stakeholder(s)
4 of the city of Lynnwood, and have a primary residence within Lynnwood’s Municipal Urban Growth Area.
5 and serve as “community stakeholders.” ~~Community stakeholder members must have a Lynnwood~~
6 ~~mailing address and live in the city’s municipal urban growth area.~~
- 7 ~~B. Voter registration requirements may be waived for up to two member(s) of the commission; provided,~~
8 ~~that the individual was born in a country other than the United States of America and the individual is~~
9 ~~actively working toward obtaining citizenship.~~
- 10 C. There is a preference for city of Lynnwood residents over nonresident candidates. (~~Ord. 3247 § 1,~~
11 ~~2017~~)

12
13
14 **Chapter 2.30**
15 **HISTORY AND HERITAGE BOARD**

16 Sections:

17 **2.30.010 Created.**

18 **2.30.020 Powers and duties.**

19 **2.30.030 Membership appointment – Term.**

20 **2.30.040 Residency requirements – History and heritage board.**

21 **2.30.010 Created.**

22 There is hereby established a history and heritage board of the city of Lynnwood composed of seven
23 members as hereinafter provided. (~~Ord. 3248 § 3, 2017; Ord. 3150 § 6, 2015; Ord. 2531 § 1, 2004~~)

24 **2.30.020 Powers and duties.**

25 The history and heritage board is hereby declared to be an advisory board of the city of Lynnwood whose
26 duties shall be to provide advice and recommendations to the mayor and city council in regard to
27 historical, cultural, and heritage recognition, promotion and preservation activities of historic sites,
28 buildings, artifacts, and parks; partner on exhibits, events and operations of Heritage Park and the
29 Interurban Trail; and to perform such other duties as the mayor or council may direct. The history and
30 heritage board shall have the authority and perform all necessary duties in regard to designating
31 properties to the city of Lynnwood historic landmark register.

1 The board shall have all the powers and perform any duties of authority that may hereafter be conferred
2 upon them by laws of the city of Lynnwood and state of Washington. (~~Ord. 3248 § 3, 2017; Ord. 3150 § 6,~~
3 ~~2015; Ord. 2531 § 2, 2004~~)

4 **2.30.030 Membership appointment – Term.**

5 The history and heritage board shall consist of four at-large members and three ~~ex-officiopartner~~
6 members. At-large members of the board shall be appointed to a position for a term of three years (or for
7 fulfillment of an unexpired term); ~~ex-officiopartner~~ members shall be selected by the board and serve for a
8 three-year term (or the fulfillment of an unexpired term). The members shall serve for terms as follows:

9 Position No. 1: Ending December 31, ~~2017~~2023

10 Position No. 2: Ending December 31, ~~2017~~2023

11 Position No. 3: Ending December 31, ~~2018~~2021

12 Position No. 4: Ending December 31, ~~2018~~2021

13 Position No. 5: (~~Ex-officiopartner~~ member) Ending December 31, ~~2019~~2022

14 Position No. 6: (~~Ex-officiopartner~~ member) Ending December 31, ~~2017~~2023

15 Position No. 7: (~~Ex-officiopartner~~ member) Ending December 31, ~~2018~~2021

16 ~~Ex-officioPartner~~ members may be selected from any organization or group that has Lynnwood history or
17 heritage as their focus of work, such as:

18 A. Lynnwood Alderwood Manor Heritage Association and Museum;

19 B. Sno-Isle Genealogical Society;

20 C. Heritage Park Docent; or

21 D. Snohomish County Tourism Bureau. (~~Ord. 3248 § 3, 2017; Ord. 3150 § 6, 2015; Ord. 2531 § 3, 2004;~~
22 ~~Ord. 2160 § 1, 1997~~)

23 **2.30.040 Residency requirements – History and heritage board.**

24 A. Two of four at-large members must be residents of the City of Lynnwood and have a primary residence
25 within city limits.

26 ~~B. Up to No more than~~ two member(s) of the at-large ~~board-member~~ positions may be
27 ~~nonresident(s)community stakeholder(s)~~ of the city of Lynnwood, and have a primary residence within
28 Lynnwood’s Municipal Urban Growth Area. and serve as “community stakeholders.” Community
29 stakeholder members must have a Lynnwood mailing address and live in the city’s municipal urban
30 growth area.

31 B. There is a preference for city of Lynnwood residents over nonresident candidates.

32 C. There are no residency requirements for ~~ex-officioPartner~~ members. (~~Ord. 3248 § 3, 2017; Ord. 3150~~
33 ~~§ 6, 2015; Ord. 2940 § 4, 2012~~)

1 ~~2.30.090 Severability.~~
2 ~~Repealed by Ord. 3150. (Ord. 2160 § 2, 1997)~~

3 **Chapter 2.28**
4 **PARKS AND RECREATION BOARD**

5 Sections:

6 **2.28.010 Created.**

7 **2.28.020 Duties.**

8 **2.28.030 Membership appointment – Term.**

9 **2.28.040 Residency requirements.**

10 **2.28.010 Created.**

11 There is hereby established a parks and recreation board of the city of Lynnwood composed of seven
12 members as hereinafter provided. (~~Ord. 3248 § 2, 2017; Ord. 3150 § 4, 2015; Ord. 2081 § 2, 1996~~)

13 **2.28.020 Duties.**

14 The parks and recreation board is an advisory board of the city of Lynnwood, whose duties shall be to
15 provide advice and recommendations to the mayor, city council, staff and other boards and commissions
16 in the city of Lynnwood with regard to parks, open space and recreation services and programs for the
17 city of Lynnwood and the city's urban growth. (~~Ord. 3248 § 2, 2017; Ord. 3150 § 4, 2015; Ord. 2081 § 2,~~
18 ~~1996~~)

19 **2.28.030 Membership appointment – Term.**

20 Members of the board shall be appointed to a position for a term of three years (or for fulfillment of an
21 expired term); appointees shall serve for terms as follows:

22 Position No. 1: Ending December 31, ~~2018~~2021

23 Position No. 2: Ending December 31, ~~2018~~2021

24 Position No. 3: Ending December 31, ~~2016~~2022

25 Position No. 4: Ending December 31, ~~2016~~2022

26 Position No. 5: Ending December 31, ~~2016~~2022

27 Position No. 6: Ending December 31, ~~2017~~2023

28 Position No. 7: Ending December 31, ~~2017~~2023

29 (~~Ord. 3248 § 2, 2017; Ord. 3150 § 4, 2015; Ord. 2121 § 4, 1997; Ord. 2081 § 2, 1996~~)

30 **2.28.040 Residency requirements.**

31 A. Five of seven members must be residents of the City of Lynnwood and have a primary residence
32 within city limits.

33 B. Up to No more than two member(s) of the board may be ~~nonresident(s)~~community stakeholder(s) of
34 the city of Lynnwood, and have a primary residence within Lynnwood's Municipal Urban Growth Area.
35 ~~and serve as "community stakeholders."~~ Community stakeholder members must have a Lynnwood
36 ~~mailing address and live in the city's municipal urban growth area.~~

1 B. There is a preference for city of Lynnwood residents over nonresident candidates. (~~Ord. 3248 § 2,~~
2 ~~2017; Ord. 3150 § 4, 2015~~)

3
4 **Chapter 2.47**

5 **HUMAN SERVICES COMMISSION**

6 **Sections:**

7 2.47.010 Human services commission.

8 2.47.020 Duties and powers.

9 2.47.030 Membership appointment – Term.

10 2.47.040 Residency requirements – Human services commission.

11 2.47.050 Repealed.

12 2.47.060 Repealed.

13 2.47.070 Repealed.

14 2.47.080 Repealed.

15 2.47.090 Repealed.

16
17 **2.47.010 Human services commission.**

18 There is hereby established a human services commission of the city of Lynnwood composed of seven
19 members as hereinafter provided. (~~Ord. 3248 § 4, 2017; Ord. 3164 § 1, 2015~~)

20
21 **2.47.020 Duties and powers.**

22 The human services commission is an advisory commission of the city of Lynnwood. The commission
23 shall focus on meeting the needs of Lynnwood’s lower income residents, the homeless, seniors, veterans,
24 victims of abuse, youth and other needs the commission finds to be underserved. The commission shall
25 have the power and responsibility to perform the following functions:

26
27 A. Provide advice and recommendations to the mayor and city council in regards to meeting the human
28 services needs of the greater Lynnwood community;

29 B. Prepare and maintain the Lynnwood human services plan for adoption by the city council;

30 C. Prioritize community human services needs;

31 D. Evaluate proposals that would seek to use city resources to meet human services needs;

32 E. Evaluate program success in meeting service goals; and

33 F. Advocate for funding and other resources required to meet identified service needs. (~~Ord. 3248 § 4,~~
34 ~~2017; Ord. 3164 § 1, 2015~~)

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

2.47.030 Membership appointment – Term.

Members of the commission shall be appointed to a position for a term of three years (or for fulfillment of an unexpired term). Members shall represent the general citizenry and have an interest in human services and a commitment to human services. Individuals with knowledge and understanding of human services, such as a background that provides experience in addressing the needs of youth, seniors, veterans, and the homeless, are highly desirable.

Commission members shall serve without compensation and shall be appointed without regard to political affiliation.

The term for all positions on the commission shall be three years.

The appointees shall serve for terms as follows:

- Position No. 1: Ending December 31, ~~2019~~2022
- Position No. 2: Ending December 31, ~~2019~~2022
- Position No. 3: Ending December 31, ~~2020~~2023
- Position No. 4: Ending December 31, ~~2020~~2023
- Position No. 5: Ending December 31, ~~2020~~2023
- Position No. 6: Ending December 31, 2021
- Position No. 7: Ending December 31, 2021

~~(Ord. 3248 § 4, 2017; Ord. 3164 § 1, 2015)~~

2.47.040 Residency requirements – Human services commission.

A. Five of the seven members of the commission must be residents of the city of Lynnwood and have a primary residence within city limits.

B. There is no residency requirement for two member positions.

C. At no time shall a member of the commission also serve on the board of directors of a human services agency delivering services to city residents. ~~(Ord. 3248 § 4, 2017; Ord. 3164 § 1, 2015)~~

Summary of changes: AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE CITY'S BOARDS AND COMMISSIONERS; AMENDING CHAPTERS 2.24, 2.26, 2.29, 2.60, 2.98, 2.30, 2.28, AND 2.47 OF THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND SUMMARY PUBLICATION.

Section	Page	Line	Summary
SECTION 1 - 2.24 Advisory Bodies – General Provisions			
2.24.010 Definitions	1-2	20-33 1-2	This adds definitions of who can serve on an advisory board: resident, community stakeholder, and non-resident. This change also reflects removing the requirement to be a registered voter.
2.24.020 Scope of Work	2	8-22	Clean up edits. Replaces language of the city's comprehensive plans and expands it to adopted plans and regulations.
2.24.030 Membership, nomination and confirmation process, reappointment process, residency requirements, responsibilities and training.	3 4	1-2 4-10 16-17 18-23 24-27 28-2 3-9	Clean up edits. Clean up edits regarding residency, removed & relocated voter registration requirements to another section (2.24.101) Clean up edits Combined E and F. Removed G which set term limits Clean up edits Added requirement for newly appointed advisory body members to take Board and Commission Member Training module and sign acknowledgement form prior to first meeting and again every four years. Included Open Public Meetings requirements and relevant RCW chapters Clean up edits
2.24.040 Officers – Identifications & Elections	4	13-15	Removed gender specific pronouns
2.24.050 Quorums, transacting business and resolutions	4	23-26	Expanded the method by which an advisory body could provide a recommendation to council and/or administration
2.24.070 Multiple appointments prohibited	4	1-3	Clean up edits
2.24.080 Conflicts of Interest	5	6-9	Removed gender specific pronouns
2.24.090 Liaisons and representatives administrative support	5	10 11-15 16-23	Administrative support is more reflective of the role played by staff Clean up edits, added that Salary Commission and Ethics Board shall not have council liaisons Clarifying the role of the administrative support person
2.24.100 Procedures, records and minutes	5	25-28	Clean up edits

2.24.110 Meetings	5-6	30-32, 1-2	Clean up edits, specifying where meetings are posted
2.24.120 Compensation and reimbursement of expenses	6	4-6	Clean up edits
2.24.130 Lobbying efforts	6	9-14	Clean up edits
SECTION 2 – Chapter 2.26 ARTS COMMISSION			
2.26.030 Membership appointment - term	7	20-26	Updated terms
2.26.040 Residency requirements	7-8	30-31 1-5	Updated to be consistent with Ch 2.24.010 Advisory Bodies Definitions
SECTION 3 – Chapter 2.29 PLANNING COMMISSION			
2.29.030 Membership appointments	8-9	29-32, 1-6	Updated term dates
2.29.031 Residency requirements	9	11-13	Added residency requirements.
SECTION 4 – Chapter 2.60 DIVERSITY, EQUITY & INCLUSION COMMISSION			
2.60.020 Powers and duties	11	2 7	Replace ‘tolerance’ with inclusion, belonging Clean up edit
2.29.030 Membership Appointment - term	11	17-21	Updated term dates
2.26.040 Residency requirements	12	1-9	Updated to be consistent with Ch 2.24.010 Advisory Bodies Definitions
SECTION 5 – Chapter 2.30 HISTORY & HERITAGE BOARD			
2.30.030 Membership Appointment - term	13	5-16	Replaced term ‘ex-officio’ with ‘partner’ Updated term dates
2.30.040 Residency requirements	13	24-33	Updated to be consistent with Ch 2.24.010 Advisory Bodies Definitions
SECTION 6 – Chapter 2.28 PARKS & RECREATION BOARD			
2.28.030 Membership Appointment - term	14	22-28	Updated term dates
2.30.040 Residency requirements	14	31-36	Updated to be consistent with Ch 2.24.010 Advisory Bodies Definitions
SECTION 7 – Chapter 2.47 HUMAN SERVICES COMMISSION			
2.47.030 Membership Appointment - term	16	15-19	Updated term dates
2.47.040 Residency requirements – Human services commission	16	26-30	Updated to be consistent with Ch 2.24.010 Advisory Bodies

CITY COUNCIL 7.A
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Municipal Code Update: Chapter 2.04.073 Other Benefits - Councilmembers

DEPARTMENT CONTACT: Karen Fitzthum, Executive Office

SUMMARY:

Update the LMC to allow compliance with the code and with the insurance marketplace restrictions.

PRESENTER:

Rosemary Larson, City Attorney

ESTIMATED TIME:

0

BACKGROUND:

The current Lynnwood Municipal Code needs to be updated to reflect the available insurance in the marketplace. Adoption of this ordinance brings the code and the policy into alignment.

SUGGESTED ACTION:

Adopt update to code to allow the LMC 2.04.073 to reflect the available AD&D benefits in the current insurance marketplace.

DEPARTMENT ATTACHMENTS

Description:

[Amending LMC 2 04 073 Other Benefits.docx](#)



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO OTHER COUNCIL BENEFITS; AMENDING LMC 2.04.073B; PROVIDING FOR SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR SUMMARY PUBLICATION

WHEREAS, LMC 2.04.073(B) entitles Councilmembers to \$100,000 accidental death and dismemberment (AD&D) insurance as a benefit during their term of office; and

WHEREAS, after thorough investigation, the City has determined that standalone AD&D insurance policies are not currently available in the insurance marketplace, i.e., it is impossible to provide standalone AD&D insurance as a benefit; and

WHEREAS, providing a small group of individuals an insurance policy is not a cost-effective option; and

WHEREAS, LMC 2.04.073(A) leverages the benefits package provided to full time non-represented City staff to provide benefits to the Councilmembers cost effectively; and

WHEREAS, a policy for AD&D insurance that is combined or linked with life insurance is available in the marketplace ("Combined Coverage Policy"), and the Combined Coverage Policy is available in the amount of \$50,000 AD&D insurance coverage and \$50,000 life insurance coverage, for a total coverage of \$100,000; and

WHEREAS, the cost of the Combined Coverage Policy described above for the current year is substantially the same as the City has paid in the past for standalone AD&D insurance for Councilmembers; and

WHEREAS, the City has determined that the Combined Coverage Policy is the closest commercially available substitute for the standalone AD&D insurance required by the current City code;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1: Purpose. The purpose of this ordinance is to amend the City code requirements for Councilmember standalone AD&D insurance benefits, to provide for the closest commercially available AD&D insurance product, without any significant increase in cost or benefits.

45
46 Section 2: Amendment. Section 2.04.073 Other Benefits – Councilmembers of the
47 Lynnwood Municipal Code is hereby amended to read:

48 2.04.073 Other benefits – Councilmembers.

49 A. Medical Benefits. Until otherwise changed by the city council, the city shall make
50 available medical, dental and vision benefits to all members of the city council and their
51 eligible dependents at the same levels and premium payments, and subject to the same
52 limitations and terms, provided to non-represented regular full-time employees.

53 As of January 1, 2020, the city council may from time to time pursuant to ESSB 5526,
54 Chapter 364, Laws of 2019 adopt a policy or plan of hospitalization, medical aid or other
55 forms of medical and health insurance coverage which each councilmember shall be
56 entitled to receive. At the time of such adoption, the council shall set forth the manner by
57 which payment for the cost of such policy or plan shall be made, including the proportions
58 to be paid by the city and each councilmember (if any).

59 B. Other Insurance Benefits. Councilmembers shall be entitled to receive an \$100,000
60 accidental death and dismemberment and a life insurance policy, in the amount of
61 \$50,000 of each type of coverage, subject to the same limitations and terms as provided
62 to non-represented regular full-time employees, and for coverage only during their
63 respective terms of office.

64 Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should
65 be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or
66 unconstitutionality shall not affect the validity or constitutionality of any other section,
67 sentence, clause or phrase or word of this ordinance.

68 Section 4. Effective Date: This ordinance or an approved summary thereof consisting of its
69 title shall be published in the City’s official newspaper of record and shall take effect and
70 be in full force five days following its publication.

71
72 PASSED this ___ day of 2021, and signed in authentication of its passage this XX day of XXXXXXXX,
73 20XX.

74
75 APPROVED:

76
77
78 _____
79 Nicola Smith, Mayor

80
81 ATTEST/AUTHENTICATED:

82 APPROVED AS TO FORM:

83
84 _____

85 Karen Fitzthum, City Clerk

86

87

88

89

90 PUBLISHED:

91 EFFECTIVE DATE:

92 ORDINANCE NUMBER:

Rosemary Larson, City Attorney

CITY COUNCIL 7.B
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Contract Award - Golf Course Equipment

DEPARTMENT CONTACT: Cathy Robinson, Executive Office

SUMMARY:

Approve the purchase of equipment for the golf course.

PRESENTER:

Cathy Robinson, Interim Procurement Manager

ESTIMATED TIME:

5

BACKGROUND:

The Parks and Recreation Department in conjunction with Premier, the City's contracted golf course management company, identified the need to replace a tractor and tractor attachments used for golf course maintenance.

SUGGESTED ACTION:

Authorize the Mayor to approve a Purchase Order in the amount of \$118,183.20 to Pacific Golf & Turf for the purchase of golf course equipment.

FUNDING:

The funding for this purchase is included in the current biennial budget.

DEPARTMENT ATTACHMENTS

Description:

[Procurement Report - Golf Course Equipment_Final.pdf](#)

**PROCUREMENT REPORT
PURCHASE OF TRACTOR AND TRACTOR ATTACHMENTS**

Type of Contract: One time purchase for a tractor, and tractor attachments.
Term of Contract: One time purchase.
Background/Purpose of Contract: The Parks and Recreation Department in conjunction with Premier, the City's contracted golf course management company, identified the need to purchase a tractor and tractor attachments used for maintenance of the City's Golf Course.
Cost (includes sales tax if applicable): The cost of a tractor and tractor attachments is \$118,183.20, including tax.
Advanced Planning: Procurement staff worked with Premier, the Golf Course Management vendor, and the Parks and Recreation staff to obtain the best price and delivery for these items.
Method of Procurement: Primer manages many golf courses across the U.S. and has established a negotiated contract for golf course equipment. Premier obtained a quote through their established contract for a used tractor (demonstration model) and associated Snake and Spike attachments. The demo tractor and tractor attachments are available for delivery now. The City solicited quotes from vendors utilizing government cooperative contracts. One quote for a new tractor was slightly less, however, a delivery date from the factory was unavailable due to current part shortages. No used or demonstration models were available through the government contracts. The City was unable to obtain quotes for the tractor attachments of a Snake and Spike utilizing government cooperative contracts.
Solicitation: Quotes obtain from Premier's negotiated contract and quotes from government cooperative contracts.
Recommended Action: Approve the purchase of a tractor and tractor attachments from Pacific Golf & Turf for a total cost of \$118,183.20, including sales tax.
Procurement Officer: Ginny Meads Date: June 7, 2021

CITY COUNCIL 7.C
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Contract Amendment - Public Defender Services

DEPARTMENT CONTACT: Cathy Robinson, Executive Office

SUMMARY:

Contract Amendment to extend public defender services.

PRESENTER:

Cathy Robinson, Interim Procurement Manager

ESTIMATED TIME:

5

BACKGROUND:

The City operates a Municipal Court and is required to provide indigents charged with a crime legal counsel as they proceed through the judicial system. This contract provides most of those services as the primary public defender. The City pays a flat monthly fee of \$60,000 for these services. The proposed contract extension will maintain the same monthly flat fee amount for the extended two year period.

In addition to this contract there are contracts for conflict attorneys assigned when a conflict in representation exists for the primary public defender.

SUGGESTED ACTION:

Authorize the Mayor to execute Contract Amendment #7 with Feldman & Lee P.S. for public defender services in the amount of \$1,440,000 and extend the contract termination date to June 30, 2023.

PREVIOUS COUNCIL ACTIONS:

Council approved the original contract with Feldman & Lee P.S for public defender services in June 2012. There have been six total contract amendments since 2012. Amendment 5 approved by Council in 2017, authorized an increased to the flat monthly fee, which remains the same today. Amendment 6 approved by Council in June 2019, extended the contract for an additional two-year period.

FUNDING:

Funding for these services is included in the current biennium budget.

DEPARTMENT ATTACHMENTS

Description:

[Procurement Report - Contract 1484 Amendment 7_Final.pdf](#)

PROCUREMENT REPORT
Contract No. 1484 Public Defender Services
Amendment 7

Type of Contract: Service contract amendment
Term of Contract: Amendment 7 extends the contract for a two-year period.
Background/Purpose of Contract: The City operates a Municipal Court and is required to provide indigents charged with a crime legal counsel as they proceed through the judicial system. This contract provides most of those services as the primary public defender. In addition to this contract there are contracts for conflict attorneys assigned when a conflict in representation exists for the primary public defender.
Cost (includes sales tax if applicable): The City pays a monthly flat fee of \$60,000. The total amount of this amendment is \$1,440,000.
Advanced Planning: Procurement staff work with the service provider to extend the contract and maintain the same monthly rate.
Method of Procurement: N/A
Solicitation: N/A
Recommended Action: Approve Contract Amendment 7 with Feldman & Lee P.S. for public defender services in the amount of \$1,440,000 (flat fee \$60,000 per month) and extend the contract termination date to June 30, 2023.
Procurement Officer: Cathy Robinson Date: June 11, 2021

CITY COUNCIL 7.D
CITY OF LYNNWOOD
CITY COUNCIL

TITLE: Bid Award: 60th Ave W Sewer Repair Project

DEPARTMENT CONTACT: Ehsan Shirkhani, Public Works

SUMMARY:

Replacement of approximately 1,100 ft of sewer main and laterals along 60th Ave W

ESTIMATED TIME:

0

BACKGROUND:

Multiple segments of the sewer main on 60th Ave W have sagged and need to be replaced. The sewer main along 60th Ave and some portions of 204th St SW and 202nd St SW are concrete and have reached the end of their service life, therefore need to be replaced with PVC pipes. This project was identified in the Sewer Comprehensive Plan and funds provided for in Fund 412, Utility Capital Projects.

SUGGESTED ACTION:

Authorize the mayor to enter into, and execute on behalf of the City a construction contract with Rodarte Construction for the 60th Ave W Sewer Repair Project in an amount not to exceed \$949,333.13 with an additional 15% contingency for a total amount of \$1,091,733.10. Sales tax is included.

PREVIOUS COUNCIL ACTIONS:

N/A

FUNDING:

Utility Fund 412.

VISIONS AND PRIORITIES ALIGNMENT:

The Lynnwood Community Vision states that the City is to be a welcoming city that builds a healthy and sustainable environment.

The 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.

DEPARTMENT ATTACHMENTS

Description:

[Bid Tab- Enginner's Estimate uncolored.pdf](#)

Bid Schedule														
City of Lynnwood														
Project: 60th Ave W Sewer Repair														
Bid Opening: Contract #: 3211				Engineer's Estimate		01 Rodarte		02 Kamins Construction		03 SRV Construction		04 Monarch Development		
ITEM NO.	SPEC Section	BID ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
BASE BID - SCHEDULE A														
1	1-04	UNEXPECTED SITE CHANGES	25000	CALC	\$1.00	\$25,000.00	\$1.00	\$ 25,000.00	\$1.00	\$ 25,000.00	\$1.00	\$ 25,000.00	\$1.00	\$ 25,000.00
2	1-05	RECORD DRAWINGS (\$5,000 MINIMUM BID)	1	L.S.	\$5,000.00	\$5,000.00	\$5,000.00	\$ 5,000.00	\$5,000.00	\$ 5,000.00	\$5,000.00	\$ 5,000.00	\$7,500.00	\$ 7,500.00
3	1-05	ROADWAY SURVEYING	1	L.S.	\$2,000.00	\$2,000.00	\$5,000.00	\$ 5,000.00	\$6,000.00	\$ 6,000.00	\$5,300.00	\$ 5,300.00	\$7,920.00	\$ 7,920.00
4	1-07	COVID-19 HEALTH AND SAFETY PLAN (\$3,000 MINIMUM B	1	L.S.	\$3,000.00	\$3,000.00	\$3,000.00	\$ 3,000.00	\$3,000.00	\$ 3,000.00	\$3,000.00	\$ 3,000.00	\$3,000.00	\$ 3,000.00
5	1-07	SPCC PLAN	1	L.S.	\$2,400.00	\$2,400.00	\$500.00	\$ 500.00	\$500.00	\$ 500.00	\$500.00	\$ 500.00	\$6,500.00	\$ 6,500.00
6	1-09	MOBILIZATION	1	L.S.	\$68,300.00	\$68,300.00	\$82,000.00	\$ 82,000.00	\$106,818.00	\$ 106,818.00	\$120,000.00	\$ 120,000.00	\$31,000.00	\$ 31,000.00
7	1-10	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$50,000.00	\$50,000.00	\$119,000.00	\$ 119,000.00	\$130,560.00	\$ 130,560.00	\$150,500.00	\$ 150,500.00	\$99,000.00	\$ 99,000.00
8	2-02	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	1	L.S.	\$10,000.00	\$10,000.00	\$5,000.00	\$ 5,000.00	\$5,214.00	\$ 5,214.00	\$6,800.00	\$ 6,800.00	\$14,900.00	\$ 14,900.00
9	2-02	SAWCUTTING	2800	L.F.	\$2.50	\$7,000.00	\$4.00	\$ 11,200.00	\$3.60	\$ 10,080.00	\$5.75	\$ 16,100.00	\$12.95	\$ 36,260.00
10	2-05	POTHOLING	50	V.F.	\$200.00	\$10,000.00	\$125.00	\$ 6,250.00	\$198.00	\$ 9,900.00	\$285.00	\$ 14,250.00	\$480.00	\$ 24,000.00
11	2-09	SHORING OR EXTRA EXCAVATION CLASS B	14000	S.F.	\$2.00	\$28,000.00	\$0.25	\$ 3,500.00	\$1.98	\$ 27,720.00	\$0.40	\$ 5,600.00	\$1.75	\$ 24,500.00
12	2-09	STRUCTURE EXCAVATION CLASS B INCL. HAUL	1750	C.Y.	\$18.00	\$31,500.00	\$10.00	\$ 17,500.00	\$1.00	\$ 1,750.00	\$24.50	\$ 42,875.00	\$49.50	\$ 86,625.00
13	2-15	CELLULAR CONCRETE LIGHTWEIGHT EMBANKMENT MATERIAL	160	C.Y.	\$120.00	\$19,200.00	\$275.00	\$ 44,000.00	\$120.30	\$ 19,248.00	\$146.00	\$ 23,360.00	\$219.00	\$ 35,040.00
14	4-04	CRUSHED SURFACING BASE COURSE	170	TON	\$50.00	\$8,500.00	\$55.00	\$ 9,350.00	\$1.00	\$ 170.00	\$32.00	\$ 5,440.00	\$54.00	\$ 9,180.00
15	4-04	CRUSHED SURFACING TOP COURSE	1930	TON	\$33.00	\$63,690.00	\$55.00	\$ 106,150.00	\$1.00	\$ 1,930.00	\$32.00	\$ 61,760.00	\$54.00	\$ 104,220.00
16	5-04	PLANING BITUMINOUS PAVEMENT	2550	S.Y.	\$10.00	\$25,500.00	\$8.00	\$ 20,400.00	\$4.80	\$ 12,240.00	\$5.10	\$ 13,005.00	\$8.95	\$ 22,822.50
17	5-04	HMA CL. 1/2 IN. PG 64-22	440	TON	\$140.00	\$61,600.00	\$160.00	\$ 70,400.00	\$153.87	\$ 67,702.80	\$175.00	\$ 77,000.00	\$199.00	\$ 87,560.00
18	7-04	SOLID WALL PVC STORM SEWER PIPE 12 IN. DIAM.	82	L.F.	\$150.00	\$12,300.00	\$125.00	\$ 10,250.00	\$200.63	\$ 16,451.66	\$205.00	\$ 16,810.00	\$275.00	\$ 22,550.00
19	7-05	CATCH BASIN TYPE 2 48 IN. DIAM.	2	EACH	\$4,100.00	\$8,200.00	\$5,000.00	\$ 10,000.00	\$8,875.20	\$ 17,750.40	\$4,650.00	\$ 9,300.00	\$15,150.00	\$ 30,300.00
20	7-05	MANHOLE 48 IN. DIAM. TYPE 1	2	EACH	\$4,500.00	\$9,000.00	\$6,000.00	\$ 12,000.00	\$10,675.20	\$ 21,350.40	\$6,000.00	\$ 12,000.00	\$12,500.00	\$ 25,000.00
21	7-05	CONNECTION TO DRAINAGE STRUCTURE	9	EACH	\$1,400.00	\$12,600.00	\$2,000.00	\$ 18,000.00	\$962.40	\$ 8,661.60	\$1,700.00	\$ 15,300.00	\$9,800.00	\$ 88,200.00
22	7-05	REPLACE CATCH BASIN GRATE AND FRAME	1	EACH	\$800.00	\$800.00	\$425.00	\$ 425.00	\$1,050.00	\$ 1,050.00	\$1,000.00	\$ 1,000.00	\$500.00	\$ 500.00
23	7-05	LOCKING SOLID METAL COVER AND FRAME	1	EACH	\$800.00	\$800.00	\$550.00	\$ 550.00	\$1,050.00	\$ 1,050.00	\$1,075.00	\$ 1,075.00	\$311.00	\$ 311.00
24	7-17	SEWER BYPASS PUMPING	1	L.S.	\$20,000.00	\$20,000.00	\$10,000.00	\$ 10,000.00	\$18,600.00	\$ 18,600.00	\$52,250.00	\$ 52,250.00	\$16,500.00	\$ 16,500.00
25	7-17	PVC SANITARY SEWER PIPE 6 IN. DIAM.	207	L.F.	\$175.00	\$36,225.00	\$100.00	\$ 20,700.00	\$125.33	\$ 25,943.31	\$147.00	\$ 30,429.00	\$171.00	\$ 35,397.00
26	7-17	PVC SANITARY SEWER PIPE 8 IN. DIAM.	1120	L.F.	\$175.00	\$196,000.00	\$181.00	\$ 202,720.00	\$264.73	\$ 296,497.60	\$164.00	\$ 183,680.00	\$191.00	\$ 213,920.00
27	7-19	SEWER CLEANOUT	2	EACH	\$1,100.00	\$2,200.00	\$1,000.00	\$ 2,000.00	\$2,017.20	\$ 4,034.40	\$1,000.00	\$ 2,000.00	\$3,400.00	\$ 6,800.00
28	8-02	LANDSCAPE RESTORATION INCLUDING PLANT ESTABLISHMENT	1	L.S.	\$3,000.00	\$3,000.00	\$5,000.00	\$ 5,000.00	\$5,673.60	\$ 5,673.60	\$8,400.00	\$ 8,400.00	\$10,000.00	\$ 10,000.00
29	8-04	CEMENT CONC. TRAFFIC CURB AND GUTTER	110	L.F.	\$60.00	\$6,600.00	\$95.00	\$ 10,450.00	\$79.75	\$ 8,772.50	\$69.00	\$ 7,590.00	\$159.00	\$ 17,490.00
30	8-06	CEMENT CONC. DRIVEWAY ENTRANCE	20	S.Y.	\$95.00	\$1,900.00	\$160.00	\$ 3,200.00	\$181.44	\$ 3,628.80	\$109.00	\$ 2,180.00	\$1,125.00	\$ 22,500.00
31	8-09	RAISED PAVEMENT MARKER TYPE 1	5	HUND	\$750.00	\$3,750.00	\$340.00	\$ 1,700.00	\$188.00	\$ 940.00	\$276.00	\$ 1,380.00	\$200.00	\$ 1,000.00
32	8-09	RAISED PAVEMENT MARKER TYPE 2	2	HUND	\$1,400.00	\$2,100.00	\$700.00	\$ 1,050.00	\$522.00	\$ 783.00	\$500.00	\$ 750.00	\$180.00	\$ 270.00
33	8-14	CEMENT CONC. SIDEWALK	30	S.Y.	\$170.00	\$5,100.00	\$105.00	\$ 3,150.00	\$124.96	\$ 3,748.80	\$80.50	\$ 2,415.00	\$950.00	\$ 28,500.00
34	8-15	QUARRY SPALLS	109	TON	\$60.00	\$6,540.00	\$100.00	\$ 10,900.00	\$60.00	\$ 6,540.00	\$52.00	\$ 5,668.00	\$120.00	\$ 13,080.00
35	8-18	MAILBOX SUPPORT TYPE 2	1	EACH	\$695.00	\$695.00	\$900.00	\$ 900.00	\$600.00	\$ 600.00	\$950.00	\$ 950.00	\$800.00	\$ 800.00
36	8-22	PLASTIC STOP LINE (TYPE D)	60	L.F.	\$25.00	\$1,500.00	\$24.00	\$ 1,440.00	\$12.60	\$ 756.00	\$12.00	\$ 720.00	\$149.00	\$ 8,940.00
37	8-22	PLASTIC CROSSWALK LINE (TYPE D)	60	S.F.	\$15.00	\$900.00	\$24.00	\$ 1,440.00	\$24.00	\$ 1,440.00	\$23.00	\$ 1,380.00	\$159.00	\$ 9,540.00
SUBTOTAL SCHEDULE A						\$750,900.00		\$ 859,125.00		\$ 877,104.87		\$ 930,767.00		\$ 1,176,625.50
TAXES (10.5%)						\$78,844.50		\$ 90,208.13		\$ 92,096.01		\$ 97,730.54		\$ 123,545.68
TOTAL SCHEDULE A						\$829,744.50	Bid	\$ 949,333.13	Bid	\$ 969,200.88	Bid	\$ 1,028,497.54	Bid	\$ 1,300,171.18