

**LYNNWOOD  
CITY COUNCIL  
Special Work Session**

**Date: Monday, June 4, 2018**

**Time: 6:00 PM**

**Place: Lynnwood Convention Center, 3711 - 196th  
Street SW, Lynnwood 98036**

**Special Work Session. Community Budget  
Workshop. This meeting replaces the June  
4, 2018 regular work session by scheduling  
motion on May 7, 2018.**

---

6:00 PM      A      Community Budget Workshop

Adjourn

**Memorandums for Future Agenda Items:**

**Memorandums for Your Information:**

**Contact: Executive Office (425) 670-5001**

## **CITY COUNCIL ITEM A**

### **CITY OF LYNNWOOD Administrative Services**

---

**TITLE:** Community Budget Workshop

**DEPARTMENT CONTACT:** Sonja Springer, Adm. Services Director and Corbitt Loch, Senior Manager-Strategic Planning

#### **SUMMARY:**

This special work session is intended to facilitate community engagement and input regarding priorities for the 2019-2020 Budget.

This meeting will begin at 6:00 pm, at the Lynnwood Convention Center.

#### **POLICY QUESTION(S) FOR COUNCIL CONSIDERATION:**

What are the community's priorities for the upcoming 2019-2020 Budget?

#### **ACTION:**

Active dialogue with workshop participants. Five members of the City Council are asked to monitor discussions at one of the five discussion stations, with two Councilmembers unassigned and roaming amongst the five stations. Department directors will also support each discussion station.

#### **BACKGROUND:**

In order to support decision-making by the City Council and Administration, a draft five-year strategic plan was presented to the Council during the Council Summit held on February 10, 2018. The draft strategic plan is based upon five, core priorities.

The City Council is currently discussing its priorities for the upcoming biennium, both in terms of overall focus for the community, and specific objectives to be included in the budget for the Legislative Department.

The draft agenda for the Community Budget Workshop is attached.

#### **PREVIOUS COUNCIL ACTIONS:**

Numerous previous actions since this is an ongoing process.

#### **FUNDING:**

To be determined during the budget process.

#### **KEY FEATURES AND VISION ALIGNMENT:**

This workshop supports the City's efforts to be inclusive, transparent, engaging, responsive, and financially sustainable.

#### **ADMINISTRATION RECOMMENDATION:**

Participate in the Community Budget Workshop and gather input from attending citizens.

#### **DOCUMENT ATTACHMENTS**

**Description:**

[Workshop Agenda](#)

**Type:**

Backup Material

## COMMUNITY BUDGET WORKSHOP

### CONFIRMING PRIORITIES AND OUTCOMES

**Date/Time:** June 4, 6:00 p.m.

**Location:** Lynnwood Convention Center

**Purpose:** Participants will learn about strategic priorities and identify essential outcomes for Lynnwood’s next budget.

### DRAFT AGENDA

6:00 pm	Chat with City leaders / light refreshments. Comment card exercise.	All	20 min.
6:20 pm	Welcome & opening remarks. Overview of agenda/evening.	Mayor Smith & Council President Goodwin	5-10 min.
6:25 pm	What’s happening in Lynnwood.	Economic Development Director David Kleitsch	10-15 min.
6:40 pm	Financial outlook and budget process.	Finance Director Sonja Springer	10-15 min.
6:55 pm	Five strategic priorities for the years ahead.	Strategic Planner Corbitt Loch	10 min.
7:05 pm	Participants visit five stations, one for each of the five priorities. Input from participants will be recorded on easels. Comment card exercise.	All	50 min.
8:05 pm	Report out from each station (4 minutes each). If time allows: Council comments	Dept. Directors	20 min.
8:25 pm	Closing remarks.	Mayor Smith & Council President Goodwin	5 min.

Follow-up: Input recorded on easels and comment cards will be sent to participants.

Five strategic priorities:

1. Fulfill the community vision for the City Center and Lynnwood Light Rail.
2. Ensure financial stability and economic success.
3. Nurture operational and organizational excellence.
4. Be a safe, welcoming and livable City.
5. Pursue and maintain collaborative relationships and partnerships.

Convention Center parking and meeting rooms are accessible for persons with disabilities. Upon reasonable notice to the City Clerk's Office, (425) 670-5161, the City will make reasonable effort to accommodate those who need special assistance to attend and participate in this meeting.