

**CITY OF LAKE FOREST PARK
CITY COUNCIL REGULAR MEETING MINUTES
December 11, 2025**

It is noted that this meeting was held in person in the City Council Chambers and remotely via Zoom.

Councilmembers present: Tracy Furutani, Deputy Mayor; Larry Goldman, Vice Chair (via Zoom); Paula Goode, Jon Lebo, Matt Muilenburg, Semra Riddle, Ellyn Saunders (via Zoom)

Councilmembers absent: none

Staff present: Tom French, Mayor; Phillip Hill, City Administrator; Kim Adams Pratt, City Attorney; Lindsey Vaughn, Finance Director; Mike Harden, Police Chief; Mark Hofman, Community Development Director; Jennifer Grant, Municipal Judge; Julie Espinoza, Court Administrator; Matt McLean, City Clerk

Others present: 22 visitors

CALL TO ORDER

Mayor French called the regular City Council meeting of December 11, 2025, to order at 7:00 p.m.

FLAG SALUTE

Deputy Mayor Furutani led the Pledge of Allegiance.

ADOPTION OF AGENDA

Cmbr. Goode moved to approve the agenda. **Deputy Mayor Furutani seconded** and moved to amend the agenda, removing item 4.B Police Department Volunteer Recognition – Iko Knyphausen. **The motion to approve the agenda as amended carried unanimously.**

PRESENTATIONS

Swearing in of new Councilmember Matthew Muilenburg

Judge Grant administered the oath of office to Matt Muilenburg.

PUBLIC COMMENT

Mayor French invited comments from the public. With no one in the audience wishing to speak, Mayor French closed the public comment period.

CONSENT CALENDAR

Cmbr. Goode moved to approve the Consent Calendar. **Deputy Mayor Furutani seconded. The motion to approve the Consent Calendar carried unanimously.**

- A. Accounts Payable dated 11/26/2025 Claim Fund Check Nos. 88476 through 88545 in the amount of \$288,212.67, a 10/23/2025 Payroll Fund ACH transaction in the amount of \$182,996.81, an 11/7/2025 Payroll Fund ACH transaction in the amount of \$204,632.31, an 11/21/2025 Payroll Fund ACH transaction in the amount of \$185,326.19, an 11/7/25 Direct Deposit transaction in the amount of \$224,598.73, and an 11/21/2025 Direct Deposit transaction in the amount of \$209,474.34. Additional approved ACH transactions: Elevon, \$963.01; Invoice Cloud, \$1,513.70; State of Washington, \$8,630.75; Wex Bank-Chevron, \$289.07; US Bank, \$54,624.92. Total approved transactions: \$1,361,262.50.
- B. Voided Checks Nos. 88559 and 88591, a pre-paid Accounts Payable dated 12/2/2025 Claim Fund Check Nos. 88546 through 88548 in the amount of \$34,247.77, an Accounts Payable dated 12/11/2025 Claim Fund Check Nos. 88549 through 88594 in the amount of \$431,434.05. Total approved transactions: \$465,681.82.
- C. November 13, 2025 City Council Work Session Minutes
- D. November 13, 2025 City Council Regular Meeting Minutes
- E. November 20, 2025 City Council Special Meeting Minutes
- F. November 24, 2025 City Council Special Meeting Minutes
- G. Resolution 25-2048/Authorizing the Mayor to Sign the First Addendum to the Interlocal Agreement with the City of Sunnyside for Jail Services

ORDINANCES AND RESOLUTIONS FOR COUNCIL DISCUSSION

Resolution 25-2049/Authorizing Staff to Contract for the Purchase of Four ATS SpeedAlert Radar Message Sign Trailers

Chief Harden gave a brief presentation and responded to Council questions.

Deputy Mayor Furutani moved to waive the three-touch rule regarding Resolution 25-2049/Authorizing Staff to Contract for the Purchase of Four ATS SpeedAlert Radar Message Sign Trailers. **Cmbr. Saunders seconded. The motion to waive the three-touch rule carried unanimously.**

Deputy Mayor Furutani moved to approve Resolution 25-2049/Authorizing Staff to Contract for the Purchase of Four ATS SpeedAlert Radar Message Sign Trailers. **Cmbr. Saunders seconded. The motion to approve Resolution 25-2049 carried unanimously.**

ORDINANCES AND RESOLUTIONS FOR ACTION

Resolution 25-2050/Accepting the Speed Analysis and Equity Impact Analysis Studies for State Routes 522 and 104

Administrator Hill gave a brief presentation and responded to Council questions.

Cmbr. Riddle arrived at 7:30 p.m., via Zoom.

Deputy Mayor Furutani moved to approve Resolution 25-2050/ Accepting the Speed Analysis and Equity Impact Analysis Studies for State Routes 522 and 104. **Cmbr. Goode seconded.**

Cmbr. Lebo moved to amend the motion, requiring that the Administration seek council approval if additional staff or funding is required. **Cmbr. Goode seconded. The motion to amend carried unanimously.**

The motion to approve Resolution 25-2050 as amended carried unanimously.

Ordinance 25-1311/Amending the Adopted Biennial Budget of the City of Lake Forest Park for the Years 2025-2026

Director Vaughn gave a brief presentation followed by a brief presentation from Judge Grant and Administrator Espinoza of the Municipal Court. Staff responded to Council questions.

Cmbr. Lebo moved to approve the Revised FTE Court Clerk structure as presented by staff. **Deputy Mayor Furutani seconded. The motion carried unanimously.**

Deputy Mayor Furutani moved to adopt Ordinance 25-1311/Amending the Adopted Biennial Budget of the City of Lake Forest Park for the Years 2025-2026. **Cmbr. Riddle seconded.**

Cmbr. Lebo moved to amend the motion to direct the City Administration to publish the amended budget following adoption of the mid-biennial budget amendment by the end of January of the even numbered year in the form a spreadsheet including the Consolidated Financial Schedule and Fund Balance Statement. **Cmbr. Goode seconded.**

Vice Chair Goldman arrived at 8:26 p.m., via Zoom.

The motion to amend failed with Cmbr. Lebo voting aye; Cmbrs. Furutani, Goldman, Goode, Muilenburg, Riddle, and Saunders voting nay.

Deputy Mayor Furutani moved to amend the motion to specify that the funds necessary to pay for the \$1,547,603 in additional expenditures be taken from Fund No.

001, the General Fund, as shown in Section 1 of draft Ordinance 25-1311. **Cmbr. Riddle seconded.**

The motion to amend Ordinance 25-1311 to specify the source of funds carried unanimously.

Cmbr. Riddle left the meeting at 8:50 p.m.

The motion to adopt Ordinance 25-1311 as amended carried unanimously.

Attorney Pratt requested Council to make a motion to incorporate the findings of the Speed and Equity Impact Analyses into Resolution 25-2050.

Deputy Mayor Furutani moved to add to Resolution 25-2050/Accepting the Speed Analysis and Equity Impact Analysis Studies for State Routes 522 and 104 the following findings: The speed analysis identifies State Route 522 as being 1) traveled by vulnerable road users, 2) evidence of vehicles speeding, 3) higher rates of collision, and 4) anticipated ineffectiveness or infeasibility of other mitigation measures; and the speed analysis identifies State Route 104 as being 1) traveled by vulnerable road users, 2) evidence of vehicles speeding, and 3) anticipated ineffectiveness or infeasibility of other mitigation measures. **Cmbr. Goode seconded. The motion carried unanimously with Vice Chair Goldman abstaining.**

Resolution 25-2039/Authorizing the Mayor to Sign the First Amendment to the Contract for Public Defense Services with Stewart MacNichols Harmell, Inc., P.S.

Administrator Hill gave a brief presentation and responded to Council questions.

Deputy Mayor Furutani moved to approve Resolution 25-2039/Authorizing the Mayor to Sign the First Amendment to the Contract for Public Defense Services with Stewart MacNichols Harmell, Inc., P.S. **Cmbr. Goode seconded. The motion carried unanimously.**

ORDINANCES AND RESOLUTIONS FOR ACTION

Resolution 25-2051/Authorizing the Mayor to Sign the First Amendment to the Interlocal Agreement for Regional Emergency Management with the City of Kenmore and King County Fire District No. 16

Administrator Hill gave a brief presentation and responded to Council questions.

Deputy Mayor Furutani moved to approve Resolution 25-2051/Authorizing the Mayor to Sign the First Amendment to the Interlocal Agreement for Regional Emergency Management with the City of Kenmore and King County Fire District No. 16. **Cmbr. Muilenburg seconded.**

Cmbr. Muilenburg moved to waive the three-touch rule regarding Resolution 25-2051. **Deputy Mayor Furutani seconded. The motion to waive the three-touch rule carried unanimously.**

The motion to approve Resolution 25-2051 carried unanimously.

Resolution 25-2052/Adopting the 2026 City Council Meeting Calendar

Clerk McLean gave a brief presentation and responded to questions. Council agreed to hold Committee of the Whole meetings on Monday, January 12, 2026 and Thursday, May 28, 2026.

Deputy Mayor Furutani moved to approve Resolution 25-2052/Adopting the 2026 City Council Meeting Calendar. **Cmbr. Saunders seconded. The motion carried unanimously.**

Vice Chair Goldman left the meeting at 9:19 p.m.

There was Council consensus to hold a Council Retreat Saturday, February 21, 2026.

OTHER BUSINESS

Deputy Mayor Furutani moved to cancel the remaining City Council meetings for 2025. **Cmbr. Saunders seconded. The motion carried unanimously.**

Cmbr. Lebo moved to direct the Administration to prepare and publish a comprehensive biennium-end financial report following the close of each biennium, beginning with the current 2025-2026 cycle; this report should be published in April of odd-numbered years and include: actual revenues and expenditures for all major funds; a true-up of fund balances; variances between budgeted and actual amounts; and any explanatory notes necessary to support transparency. **Cmbr. Goode seconded. The motion failed with Cmbr. Lebo voting aye; Cmbrs. Furutani, Goode, Muilenburg, and Saunders voting nay.**

Cmbr. Lebo moved to direct the Administration to include project-level line items for Capital Improvement Plan projects in future biennial budgets and mid-biennium budget amendments. **Cmbr. Goode seconded. The motion failed with Cmbr. Lebo voting aye; Cmbrs. Furutani, Goode, Muilenburg, and Saunders voting nay.**

COUNCILMEMBER/MAYOR/CITY ADMINISTRATOR REPORTS

Councilmembers reported on meetings they had attended.

Mayor French gave a brief report.

Administrator Hill gave a brief report.

ADJOURNMENT

There being no further business, Mayor French adjourned the meeting at 9:46 p.m.

Tom French

[Tom French \(Jan 27, 2026 09:02:08 PST\)](#)

Tom French, Mayor

Matt McLean

Matt McLean, City Clerk









20251211 ccmin

Final Audit Report

2026-01-27

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