



CITY OF LAKE FOREST PARK CITY COUNCIL REGULAR MEETING

Thursday, March 28, 2024 at 7:00 PM

Meeting Location: In Person and Virtual / Zoom

17425 Ballinger Way NE Lake Forest Park, WA 98155

INSTRUCTIONS FOR PARTICIPATING IN THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/87584100661>

Call into Webinar: 253-215-8782 | **Webinar ID:** 875 8410 0661

The City Council is providing opportunities for public comment by submitting a written comment or by joining the meeting webinar (via computer or phone) or by attending in person to provide oral public comment.

HOW TO PARTICIPATE WITH ORAL COMMENTS:

Sign up here <https://app.waitwhile.com/welcome/comment-sign-up> between 9:00 a.m. and 5:00 p.m. on the day of the meeting to provide Oral Comments during the meeting.

If you are in person at the meeting, there is a sign in sheet located near the entrance to the Council Chambers. Simply fill the form out and the Mayor will call your name at the appropriate time. Oral comments are limited to 3:00 minutes per speaker.

If you are attending the meeting via Zoom, in order to address the Council during the Public Comment section of the agenda, please use the “raise hand” feature at the bottom of the screen. Oral comments are limited to 3:00 minutes per speaker. Individuals wishing to speak to agenda items will be called to speak first in the order they have signed up. The City Clerk will call your name and allow you to speak. Please state your name and whether you are a resident of Lake Forest Park. The meeting is being recorded.

HOW TO SUBMIT WRITTEN COMMENTS:

<https://www.cityoflfp.gov/615/Hybrid-City-Council-Meetings>

Written comments for public hearings will be submitted to Council if received by 5:00 p.m. on the date of the meeting; otherwise, they will be provided to the City Council the next day. Because the City has implemented oral comments, written comments are no longer being read under Citizen Comments.

As allowed by law, the Council may add and take action on items not listed on the agenda. For up-to-date information on agendas, please visit the City’s website at www.cityoflfp.gov

Meetings are shown on the city’s website and on Comcast channel 21 for subscribers within the Lake Forest Park city limits.

AGENDA

1. **CALL TO ORDER: 7:00 PM**
2. **PLEDGE OF ALLEGIANCE**
3. **ADOPTION OF AGENDA**
4. **PUBLIC COMMENTS**

*This portion of the agenda is set aside for the public to address the Council on agenda items or any other topic the council might have purview or control over. If the comments are of a nature that the Council does not have influence or control over, then the Mayor may request the speaker suspend their comments. The Council may direct staff to follow up on items brought up by the public. **Comments are limited to a three (3) minute time limit.***

5. **PROCLAMATIONS**

[A.](#) Sexual Assault Awareness Month - April 2024

[B.](#) Earth Day and Arbor Day 2024

6. **PRESENTATIONS**

[A.](#) End of 2024 Legislative Session Report

[B.](#) Tree Board Annual Report and Work Plan

[C.](#) Town Center to Burke-Gilman Trail Connector design options

7. **CONSENT CALENDAR**

The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which case the item will be removed from the Consent Calendar in its normal sequence on the agenda.

[A.](#) March 7, 2024 City Council Special Meeting Minutes

[B.](#) City Expenditures for the Period Ending March 28, 2024

[C.](#) Request for an extension of the salary commission report deadline

8. **ORDINANCES AND RESOLUTIONS FOR INTRODUCTION / REFERRAL**

[A.](#) Resolution 24-1948/Creating a Temporary Policy Advisory Task Force for Climate Planning

9. **ORDINANCES AND RESOLUTIONS FOR ACTION**

[A.](#) Resolution 24-1946/Authorizing the Mayor to accept the Department of Commerce Climate Planning Grant

- B. Resolution 24-1947/Adopting the Lakefront Park Preferred Concept Design Plan

10. COUNCIL DISCUSSION AND ACTION

11. OTHER BUSINESS

12. COUNCIL COMMITTEE REPORTS

- A. Councilmember Reports
- B. Mayor's Report
- C. City Administrator's Report

13. ADJOURN

FUTURE SCHEDULE

- Thursday, April 11, 2024 City Council Work Session 6 pm – *hybrid meeting (Zoom and City Hall)*
- Thursday, April 11, 2024 City Council Regular Meeting 7 pm – *hybrid meeting (Zoom and City Hall)*
- Thursday, April 18, 2024 City Council Budget & Finance Committee Meeting 6 pm – *hybrid meeting (Zoom and City Hall)*
- Monday, April 22, 2024 City Council Committee of the Whole Meeting 6 pm – *hybrid meeting (Zoom and City Hall)*
- Thursday, April 25, 2024 City Council Regular Meeting 7 pm – *hybrid meeting (Zoom and City Hall)*

As allowed by law, the Council may add and take action on items not listed on the agenda

Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 4:00 p.m. on the day of the meeting for more information.



PROCLAMATION

WHEREAS, Sexual assault is pervasive: Every 68 seconds, someone is sexually assaulted in the United States; and

WHEREAS, Black, Indigenous, and other people of color, people living in poverty, LGBTQ+ people, elders, people with disabilities and others who have been historically oppressed are disproportionately affected by sexual violence in significant and complex ways; and

WHEREAS, Sexual assault is among the most underreported crimes for many reasons, but survivors who are already most marginalized face additional barriers to reporting, such as language, immigration status or disability. and

WHEREAS, Ending sexual violence requires us to address racism, sexism, and all forms of oppression that contribute to the perpetration of sexual assault; and

WHEREAS, Sexual violence exists on a continuum of behavior that includes racist, sexist, transphobic, homophobic, ableist or other hate speech. This ranges from rape jokes to verbal harassment to physical assaults; and

WHEREAS, By working together as a community, we can alleviate the trauma of sexual violence by ensuring supportive resources are available to all survivors, while standing up to and actively disrupting harmful attitudes and behaviors that contribute to sexual violence.

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park do hereby proclaim April 2024 as

Sexual Assault Awareness Month

in the City of Lake Forest Park and join advocates and communities throughout King County in taking action to prevent sexual violence by standing with survivors. Together, we commit to a safer future for all children, young people, adults, and families in our community.

Signed this 28th day of March 2024.

Thomas W. French, Mayor



PROCLAMATION

Commemoration of Earth Day and Arbor Day

WHEREAS, in 2024, Washington State celebrates Arbor Day on April 10 and Earth Day on April 22 and National Arbor Day is on April 26; and

WHEREAS, both days present a time to recognize the importance of preserving our natural resources; and

WHEREAS, the City of Lake Forest Park recognizes the benefits of its urban forests for improving air and water quality, combating climate change and generally enhancing the quality of life; and

WHEREAS, the City of Lake Forest Park is a designated “Tree City” for the twenty-first year; and

WHEREAS, the City of Lake Forest Park wants to reduce greenhouse gas emissions that contribute to climate change; and

WHEREAS, we are all stewards of this earth and have a responsibility to preserve it for future generations.

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park do hereby call upon all citizens of Lake Forest Park to join in celebrating Earth Day by preserving and enhancing our natural environment and by commemorating Earth Day and Arbor Day in Lake Forest Park.

Signed this 28th day of March, 2024.

Thomas W. French, Mayor



City of Lake Forest Park End-of-Session Report March 19, 2024

Overview of the 2024 Legislative Session

2024 Session Overview

The Washington State Legislature convened the 2024 Legislative Session for 60 days, starting January 8th and concluding March 7th. Democrats held strong majorities in both the House of Representatives, 58 to 40, and the State Senate, 29 to 20. Leading up to beginning of the Session, Democrats in the [House of Representatives](#) and [Senate](#) outlined their priorities for the 2024 session – investing in behavioral health, responding to climate change, increasing gun control, continuing housing efforts from 2023, and improving special education. As the Session progressed, the realities of session lasting a mere 60 days and being immediately followed by a challenging November 2024 election cycle quelled ambitions.

Democrats have had control over the Governor’s Office and both chambers of the Legislature for several years and have adopted many policies that Republicans have objected to. In response, in 2023, conservative Republicans mobilized to collect the necessary signatures to file a historic number of initiatives to the Legislature - six. Each of the six initiatives push back on policies advanced by Democrats in recent years including repealing the Climate Commitment Act, repealing the Capital Gains Tax, allowing taxpayers to opt-in to the payroll tax that funds the Long Term Care Act, increasing parental rights and access to K-12 curriculum and student records, prohibiting the state or local governments from enacting an income tax, and allowing police officers to engage in vehicular pursuits on more occasions. For each initiative, the Legislature could choose whether to 1) adopt the initiative; 2) adopt an alternative to appear on the November ballot alongside the initiative; or 3) take no action and allow the initiative to advance to the November ballot for voter consideration. Initiatives adopted by the Legislature can be amended by future legislatures with a simple majority vote. Initiatives approved by voters at the ballot can only be amended with a 2/3 vote of the Legislature for two years after approval.

The Legislature chose to adopt three of the initiatives as part of an overarching strategy to increase the odds that voters will reject the remaining three initiatives. The Legislature adopted the following three initiatives:

- [I-2111](#) (prohibiting income tax)
- [I-2081](#) (parental rights)

- [I-2113](#) (vehicular pursuits)

The Legislature did not take action the following three initiatives and they will appear on the November ballot:

- [I-2117](#) (repealing the Climate Commitment Act)
- [I-2109](#) (repealing the capital gains tax)
- [I-2124](#) (opt out of Washington's long-term care retirement program)

As the second year of the two-year legislative biennium, 1,105 bills introduced during the 2023 session that were not passed into law were carried over for consideration during the 2024 session. In addition to those bills that carried over, an additional 1,560 bills were introduced. Of these, the Legislature passed 376 bills into law. A session can sometimes be defined by what did not pass; this year, several significant policies did not get across the finish line including capping rent rates, lowering the blood-alcohol-content for drunk driving, increasing the real estate excise tax to fund housing, increasing the 1% cap on property tax levies to 3%, and more.

In addition to considering the Initiatives to the legislature and proposed legislation, the Legislature adopted supplemental budgets, making changes to the 2023-25 biennial budgets adopted during the 2023 legislative session. See the budget summary section for more information on the adopted budgets.

One of the major challenges facing the Legislature was the Climate Commitment Act, or Washington State cap-and-trade system for carbon emissions. The Legislature approved the Act in 2022, and the first auctions under the program started in 2023 generating significantly more revenue than was forecasted. This excess in revenue was countered with Initiative-2117, proposing to repeal the Act. Legislators balanced this by allocating Climate Commitment Act funds to several projects and programs but making those appropriations contingent on voters rejecting Initiative-2117.

Following the conclusion of the 2024 legislative session, legislators will transition to focusing on the November 2024 elections. All members of the House of Representatives and roughly half the members of the State Senate will face re-election. The end of the 2024 session brought about several announcements of legislators that do not plan to seek re-election:

- Senator Sam Hunt (D-Olympia) has served in the Legislature since 2000; Rep. Jessica Bateman has announced that she will run for the Senate seat, creating an open House seat.
- Senator Andy Billig (D-Spokane) has served in the Legislature since 2010; Rep. Marcus Riccelli has announced that he will run for the Senate seat, creating an open House seat.
- Senator Karen Keiser (D-SeaTac) has served in the Legislature since 1995.
- Senator Lynda Wilson (R-Vancouver) has served in the Legislature since 2015; Rep. Paul Harris has announced that he will run for the Senate seat, creating an open House seat.

- Representative JT Wilcox (R-Yelm) has served in the Legislature since 2011.
- Representative Joel Kretz (R-Wauconda) has served in the Legislature since 2005.
- Representative Spencer Hutchins (R-Gig Harbor) has served in the Legislature since 2023.
- Representative and former Speaker of the House Frank Chopp (D-Seattle) has served in the Legislature since 1994.

There are also several legislators who have announced they plan to run for higher office, and as a result will not be seeking re-election to their positions:

- Senator Mark Mullet (D-Issaquah) is running for Governor. Rep. Bill Ramos plans to run for the position, leaving an open House seat.
- Senator Kevin Van De Wege (D-Sequim) is running for Commissioner for Public Lands. Rep. Mike Chapman (D-Port Angeles) plans to run for the position, leaving an open House seat.
- Representative Jacquelin Maycumber (R-Republic) is running for the 5th Congressional Seat.
- Representative Kelly Chambers (R-Puyallup) is running for Pierce County Executive.

Still yet, there are legislators who are running for a statewide position but if they are unsuccessful in winning those races will be able to return to the Senate to continue out the remainder of their term (two more years). If they are successful, an appointment process will occur after the November 2024 elections to fill their seats prior to the January 2025 Legislative Session.

- Senator Manka Dhingra (D-Redmond) is running for Attorney General.
- Senator Patty Kuderer (D-Bellevue) is running for the Office of Insurance Commissioner.
- Senator Emily Randall (D-Bremerton) is running for the 6th Congressional Seat.
- Senator Drew MacEwen (R-Shelton) is running for the 6th Congressional Seat.
- Senator Rebecca Saldana (D-Seattle) is running for Commissioner for Public Lands.

Look toward filing week, May 6-10 for more news about who is choosing to file for state legislative offices. Filing week will be followed by the August 6th primary election, and the November 5th general election.

Between legislative retirements and re-election efforts, the Legislature will see yet another re-arranging of the deck chairs prior to the 2025 session. Following the November 5th general election, the Legislature will make new chair and committee assignments for the 2025-27 biennium.

Budget Highlights

Summary of 2024 Supplemental Budgets

The Legislature adopted 2024 supplemental budgets, which make mid-biennial budget adjustments to the 2023-35 budgets that were adopted in April 2023.

Operating Budget: The 2024 Supplemental Operating Budget (click [here](#), labeled “As Passed Legislature”) spends \$1.1 billion to maintain existing programs, and an additional \$1 billion to fund new policy expenditures. The existing programs with the largest increase in cost include Medicaid medical assistance, the Food Assistance Program, K-12 enrollment, and compliance with the *Trueblood* case judgment. The largest new policy expenditures occurred in education and behavioral health.

Capital Budget: The 2024 Supplemental Capital Budget (click [here](#), labeled “As Passed Legislature”) allocates \$1.3 billion in total funds, with \$130.6 million from debt limit bonds and \$1.2 billion from other resources including \$688.4 million in Climate Commitment Act accounts and \$307.5 million from the Common School Construction Fund. Several of the appropriations are contingent on voters rejecting I-2117. The budget also does not appropriate revenue generated from the capital gains tax beyond November 2024.

Transportation Budget: The 2024 Supplemental Transportation Budget (click [here](#), labeled “As Passed Legislature”) spends a total of \$14.6 billion, including \$340 million from Climate Commitment Accounts, which are contingent on voters rejecting I-2117. Funds were predominantly spent on projects already scheduled to receive funding during the 2023-25 biennium. This spending reflects a 0.8 percent decrease in traditional transportation revenues from what was originally forecasted for 2023-25.

Lake Forest Park Top Priorities

Lyon Creek Fish Barrier Removal

In the first year of the biennium, the City was awarded \$1.8 million from the state’s capital budget toward the replacement of the Lyon Creek culver near State Route 104. Since this was a supplemental budget year and the City is still working to deliver this project, there was no request for additional funding. However, we still tracked policies and investments in fish barrier projects to be aware of future funding opportunities. Notably, the supplemental budget allocated an additional \$20.7 million toward the Brian Abbott Fish Barrier Removal Board which is the primary grant program available for local fish culvert projects. This is a historic level of funding for the program and creates a highwater mark for future budgets. These resources are provided from the Climate Commitment Act (CCA) and are null and void if the CCA is repealed.

Other noteworthy items related to fish barriers include:

Salmon Recovery Funding Board Projects: An additional \$25 million is provided through the supplemental Capital Budget but is null and void if the CCA is repealed (page 99).

Fish Barrier Injunction: No additional funding is provided for this purpose but to address programmatic cost increases associated with the federal fish barrier injunction, WSDOT is directed to analyze contracting methods, alternative bundling concepts and other options to manage costs. The department shall provide a report outlining recommendations by December 15, 2024. (page 61 of the 2024 Supplemental Transportation Budget).

State Route 104 Investments

The City's focus for investments along State Route 104 falls into three categories. The first is for maintenance and preservation of the state highway that runs through the heart of the city. The second is somewhat related, incorporating complete streets principles throughout the corridor. The third is for assistance with the funding gap of \$2 million for construction of the 40th Place NE roundabout.

Maintenance: WSDOT has indicated an overlay of SR 104 is scheduled for 2027 and the City is working to request the advancement of that timeline. The supplemental transportation budget makes additional appropriations for highway maintenance bringing the total funding to \$1 billion in the 2023-25 biennium. The next two biennia are also allocated \$80 million each, advancing the state's investment by 7 years in the total \$1.5 billion investment for highway preservation over the 16-year Move Ahead Washington program. With some persistence from the City, this could result in advancement of the scheduled overlay.

Complete Streets: A few years ago, the Legislature enacted a Complete Streets law for all state-owned projects. The law requires that complete streets policies be incorporated into all state transportation projects starting design after July 2022 with a price tag of more than \$500,000 in incorporated cities. The level of traffic stress (LTS) for bicyclists, walkers and other pedestrian modes must also be considered. Implementation of this new law is still rolling out and it is unclear how WSDOT will accommodate project costs increases to comply with the law if additional resources have not been provided. This will be an important issue to engage with WSDOT's regional team.

Roundabout at 40th Place NE: In the 2019 session the City was awarded \$650,000 toward the 40th Place NE roundabout. At the time, this was expected to be the last dollars needed to fund the project, assuming a competitive grant was awarded. Unfortunately, the grant was not awarded in that cycle. When it was awarded in the subsequent cycle, project costs had risen, the pandemic was underway, and the environment had changed. The City is still trying to secure the funding needed for the roundabout but due to escalating costs, the gap is now \$2 million. We made this request known to the City's delegation in the 2024 session recognizing there was no new transportation revenue available. To no one's surprise, there was no additional funding allocated to the project and we will continue to look for opportunities to elevate this need.

City Financial Challenges

Many state lawmakers come from local governments and understand firsthand the challenges faced by cities and counties when it comes to constrained revenue growth and ever-increasing costs. For this reason, there have been many attempts at reforming the state's cap on property tax growth. This year, the primary vehicle was [Senate Bill 5770](#),

sponsored by Senator Jamie Pedersen (D-43rd LD), which was a carryover bill from the 2023 session. The bill would have removed the 1% cap on property tax growth and tied it to inflation, capped at 3%. The bill was voted out of the Senate Ways & Means committee on party line and was expected to be voted out of the Senate before the house of origin cutoff. However, there was overwhelming opposition to the proposal in the media and through grassroots efforts. In an election year, advancing legislation with such public resistance does not often occur and this was no exception. Further, replacing the 1% cap with a 3% cap will not come near to solving the fiscal challenges for many cities and that makes the politically heavy lift even harder because the problem will not be fully addressed.

Behavioral Health Care System Needs

As a member of the Regional Crisis Response (RCR) agency, the City has joined neighboring cities to provide co-responder services to individuals experiencing a behavioral health crisis. While successful, this program needs sustainable funding and the state's behavioral health care system must be improved statewide.

For the last several sessions, the Legislature has focuses on investments and policies to improve the behavioral health care system. Leading up to the 2024 Legislative Session, a federal court fined Washington State \$100 million for its failure to comply with a settlement agreement associated with the *Trueblood* court decision which requires timely competency evaluations. The 2024 Supplemental Operating Budget reflects paying that fine and continuing to invest in behavioral health by a total of \$660 million. The Legislature also considered ways to increase the behavioral health care workforce by expanding services and training for co-responders as outlined in [House Bill 2245](#). Although this bill did not advance, the legislature passed the following bills pertaining to the behavioral health care system.

Crisis Relief Center Model: [Senate Bill 5853](#), sponsored by Senator Manka Dhingra (D-45th LD), allows 23-hour Crisis Relief Centers (CRCs) to serve children. This model of care was approved for adults in the 2023 session with the passage of [Senate Bill 5120](#). The bill requires 23-hour CRCs that treat child and adult clients to have separate entrances, internal entrances, spaces, and treatment areas with no contact between the children and adult clients. The Department of Health is directed to create licensure and certification rules for CRCs that provide services to children. The 2024 Supplemental Operating Budget allocates \$134,000 for the implementation of Senate Bill 5853 (page 493).

Extending Liability Protections: [House Bill 2088](#), sponsored by Representative Tina Orwall (D-33rd LD), is request legislation by the Health Care Authority. This bill extends liability protections for responders dispatched from mobile rapid response crisis teams and community-based crisis teams and applies to responders transporting patients to behavioral health services. Individuals will have immunity when acting in good faith within the scope of the individual's employment responsibilities.

23-Hour Facilities: \$1 million is to establish grants to crisis services providers to establish and expand 23-hour crisis relief center capacity. (page 414 of the 2024 Supplemental Operating Budget).

Siting of Behavioral Health Facilities: Funding is allocated to retain a behavioral health facility siting administrator to coordinate the development of effective behavioral health housing options and provide technical assistance in siting facilities. (page 115 of the 2024 Supplemental Operating Budget).

Olympic Heritage Behavioral Health Campus: The Capital Budget provides \$30 million for the purchase of the Olympic Heritage Behavioral Health Facility, and \$25 million is provided for modernization. (page 87 of the 2024 Supplemental Capital Budget). In the Operating Budget, \$134 million is allocated to operate 72 beds and three wards in the facility. \$1.25 million is allocated to conduct a study on the future long-term uses of the Olympic heritage behavioral health campus. (page 175 of the 2024 Supplemental Operating Budget).

State Behavioral Health Facilities: \$20 million is allocated to operate an additional 30 beds at Western State Hospital. \$9.3 million is allocated to operate an additional 8 beds at Eastern State Hospital. (page 244 of the 2024 Supplemental Operating Budget). An additional \$800,000 in capital funding is provided for rapid bed capacity at the Maple Lane facility. (page 88 of the 2024 Supplemental Capital Budget).

Tri-Cities Respite Beds: \$350,000 is allocated to establish respite care beds for individuals with intellectual and developmental disabilities in Tri-Cities (page 261 of the 2024 Supplemental Operating Budget).

Adolescent Facility: \$15 million is allocated to the Department of Social and Human Services to operate a staff secure, voluntary, and transitional treatment facility specializing in services for adolescents over the age of 13 who have complex developmental, intellectual disabilities, for autism spectrum disorder and may also have a mental health or substance use diagnosis. Youth shall enter the facility by their own consent or the consent of their guardian. A preliminary report is due November 1, 2024 and a final report is due June 30, 2025. (page 259 of the 2024 Supplemental Operating Budget).

Community Based Behavioral Health Beds: \$48 million additional is provided for specific facilities in communities across the state. (page 23 of the 2024 Supplemental Capital Budget).

Trueblood Phase 3 Facility: \$10 million is provided for a crisis stabilization facility to comply with Trueblood Phase 3 implementation. (page 45 of the 2024 Supplemental Capital Budget).

Study on Housing and Health Care: \$250,000 is allocated to complete a gap analysis of the existing housing and health care system and provide a report. Report is due December 1, 2024 (page 305 of the 2024 Supplemental Operating Budget).

Mobile Methadone Services: Funding is allocated from the opioid abatement settlement account to provide service support subsidies to all mobile methadone units. A report is due December 1, 2024 identifying options and related costs to continue operating mobile medication units. Page 394 of the 2024 Supplemental Operating Budget).

Recovery Navigator Services: \$2.5 million is allocated to expand recovery navigator program services. (page 400 of the 2024 Supplemental Operating Budget).

Clark County Facility: \$5 million is allocated to contract with a youth behavioral inpatient and outpatient program which has taken ownership of and submitted a plan to the Health Care Authority to reopen a facility in Clark County previously closed due to state licensing issues with the former owner. (Page 405 of the 2024 Supplemental Operating Budget).

Other Legislative Priorities

Effective Dates

Unless otherwise noted, bills approved by the Legislature are effective 90 days from the adjournment of the legislative session. For 2024, that would make most bills effective June 6, 2024.

City Tools and Resources

While the Legislature considered several bold policies, such as [House Bill 2276](#), generating increased revenue through changes to the state real estate excise tax, legislators chose to proceed forward with a more subdued approach. Even more modest proposals including [House Bill 2270](#), proposing to create a Department of Housing separate from the current Department of Commerce and [Senate Bill 5334](#), authorizing cities to impose a 10% tax on short term rentals did not advance. However, several proposals did get across the finish line:

Match Act: [House Bill 1870](#), sponsored by Representative Stephanie Barnard (R-8th LD) promotes economic development for local communities by requiring the Department of Commerce to assist local communities with federal grant applications and creating a resource guide for federal grant applicants. The 2024 Supplemental Operating Budget allocates \$500,000 to implement this bill (page 131).

Extreme Weather Events: [House Bill 1012](#), sponsored by Representative Mari Leavitt (D-28th LD), provides resources for local governments to provide services during extreme weather events. The Military Department can also purchase temporary shelters to loan out to political subdivisions when assisting with extreme weather

events. The 2024 Supplemental Operating Budget allocates \$1.5 million for the implementation of this bill (page 207).

Multiunit Residential Buildings Definition: [Senate Bill 5792](#), sponsored by Senator Mike Padden (R-4th LD), excludes buildings with 12 or fewer units that are no more than three stories from the definition of multiunit residential building if one story is utilized for above or below ground parking, or retail space. The bill is intended to address the condominium construction deficit.

Affordable Homeownership Unit Development: [Senate Bill 6173](#), sponsored by Senator T'wina Nobles (D-28th LD), allows local jurisdictions to use revenue from the affordable and supportive housing sales and use tax for housing and services for people whose income is at or below 80% of the median income of the local jurisdiction that imposes the tax. This is applicable only if the affordable housing development is for owner occupied properties.

Workforce Housing Accelerator: [House Bill 1892](#), sponsored by Representative Mari Leavitt (D-28th LD), creates the Workforce Housing Accelerator Revolving Loan Fund Program within the Department of Commerce. The Department of Commerce will administer loans to eligible organizations to assist with the development of housing for low-income households.

Recyclable Materials and Solid Waste

Much of the climate and environment policy discussion this session was overshadowed by the looming possibility of the Climate Commitment Act (CCA) being repealed if [Initiative 2117](#) is approved by voters in November. Revenues generated by the CCA in the first half of the biennium are invested in a variety of programs and projects that reduce carbon emissions. Most notably, \$150 million is allocated to provide public and private electric utilities with funding to provide bill credits for low-income and moderate-income residential electricity customers to help with the clean energy transition in the amount of \$200 per household by September 15, 2024 (page 148 of the Supplemental Operating Budget). The budget also includes investments that are made with projected CCA revenue that are contingent on Initiative-2117 failing.

A number of notable bills relating to environmental or climate policy were debated but did not survive to final passage, including: [House Bill 2051](#) reducing emissions from small engines, [House Bill 1433](#) concerning energy labeling on residential buildings, and [House Bill 2049](#) which would have placed new requirements on packaging producers to participate and fund the collection and management of products through producer responsibility organizations. [Senate Bill 6143](#), would have required cities and counties to update critical area ordinances and ensure their consistency with new salmon conservation and restoration guidelines developed by the Department of Fish and Wildlife.

Organic Material Management Systems: [House Bill 2301](#), sponsored by Representative Beth Doglio (D-22nd LD), makes various changes related to organic material management. The bill creates and modifies existing grant programs for

projects and programs that reduce food waste, policy implementation, and compost products. Organic material collection requirements in certain jurisdictions and certain businesses are modified. Bin colors for solid waste collection services must be standardized across local governments. The bill also makes technical changes and changes to product labeling. To implement this bill the 2024 Supplemental Operating Budget allocates \$106,000 (page 58), \$1.645 million (page 592), \$1.335 million (page 592), and \$3.176 million (page 644). These investments are contingent upon voters rejecting I-2117.

Traffic Safety Cameras for Bus Lane Violations

Automated Traffic Safety Cameras: [House Bill 2384](#), sponsored by Representative Brandy Donaghy (D-44th LD), allows cities and counties expanded authority to use automated traffic safety cameras (school zone cameras, red-light cameras, speed cameras, and bus lane enforcement cameras). Notably, cities with a dedicated bus rapid transit corridor are allowed to use cameras to enforce transit only lane violations. Additionally, cameras are authorized to be used on state routes within the city that are classified as city streets, and in work zones on city streets and county roads. All revenue generated by each authorized camera remains with the local government. In cities with a population of 10,000 or more, all revenues generated from the cameras must be used for traffic safety purposes, and a proportionate share of the revenue must be spent in census tracts with household incomes in the lowest quartile and in areas that experience above average rates of injury crashes. Cities currently utilizing revenue from red-light cameras and school-zone cameras are exempt from these requirements and may continue to spend revenue consistent with existing practice. The bill also allows trained and authorized civilian employees to review and issue infractions to automated school bus safety camera violations, as opposed to only law enforcement officers. Individuals on public assistance are also able to receive a 50% reduction in a fine resulting from an infraction captured by a camera. The 2024 Supplemental Operating Budget allocates \$560,000 to implement the bill (page 19).

Additional Issues

Public Safety

The Legislature continues to grapple with how best to balance police accountability with public safety. Within the Democrat caucuses, some legislators want to advance more police accountability and reform measures while others would prefer to modify previously enacted reforms and invest in hiring more law enforcement personnel. This divide was pronounced during the 2023 session but became more entrenched during the 2024 session with the emergence of a bi-partisan, bi-cameral public safety caucus led by moderate Democrats. With the tension between these factions, only modest public safety proposals passed into law this session.

Initiative 2113 (Vehicular Pursuits): Initiatives to the Legislature are proposed changes to state law sponsored by the people of Washington. [House Bill 1054](#) from the 2021 session established a statewide standard for when police officers can engage in vehicular pursuits which included what factors must be considered when determining to engage in a pursuit and banning firing a weapon upon a moving vehicle unless necessary to prevent imminent threat. [Senate Bill 5352](#) from the

2023 session made further changes to the statute, expanding the list of eligible reasons to engage in a pursuit under the reasonable suspicion evidentiary threshold, direction as to when to end the pursuit and a requirement that the pursuing officer must have completed emergency vehicle operators' course. [Initiative-2113](#) allows an officer to engage in a vehicular pursuit if they have reasonable suspicion to believe the driver has violated the law. The initiative makes no other changes to the vehicular pursuits law.

Vehicular Pursuit Data Collection: \$400,000 is allocated to the Office of Financial Management to contract with a consultant to collect, review, and analyze data related to vehicular pursuits and to compile a report. The report must include recommendations to the Legislature on what data should be collected by law enforcement agencies throughout the state so that the Legislature and other policymakers have consistent and uniform information necessary to evaluate policies on pursuits. The report is due June 30, 2025. (page 178 of the 2024 Supplemental Operating Budget).

With passage of the initiative, the Legislature did not move forward [House Bill 2390](#), sponsored by Representative Clyde Shavers (D-10th LD), which would have created a new crime for attempting to elude a police vehicle.

Land Use Regulations

The 2023 Legislature approved a slew of bills preempting local governments on land use. The 2024 Legislature introduced many bills to continue that trend, but many of them failed to get across the finish line, including [House Bill 2160](#) regarding transit-oriented development, [House Bill 1245](#) requiring lot splitting, [House Bill 2252](#) allowing businesses in residential areas, and [House Bill 2474/House Bill 2113](#) requiring Commerce approval of local housing development regulations. The Legislature approved several more modest proposals that still contained preemption of local land use:

Residential Parking: [Senate Bill 6015](#), sponsored by Senator Sharon Shewmake (D-42nd LD), requires cities and counties to allow certain parking configurations to satisfy parking requirements for residential development. For example, the bill states that a city cannot require parking to be enclosed or require a garage or carport, and that parking spaces that count towards minimum parking requirements can be enclosed or unenclosed. Tandem parking must be allowed to count toward parking minimums, and a city may not require parking spaces to be greater than 8 feet by 20 feet, except for parking for individuals with disabilities. It also specifies that the existence of non-conforming gravel surfacing in existing designated parking areas may be used to meet local parking standards for buildings with six parking spaces or less. Additionally, cities may not require off-street parking as a condition of permitting a residential project if compliance with tree retention would otherwise make a proposed residential development or redevelopment infeasible. All requirements related to parking do not apply within a one-mile radius of the SeaTac airport. To implement this bill, the 2024 Supplemental Operating Budget allocates \$57,000 for fiscal year 2025 (page 119).

Co-Living Housing Bill: [House Bill 1998](#), sponsored by Representative Mia Gregerson (D-33rd LD), requires cities and counties to adopt regulations or controls to allow co-living housing. The bill requires cities and counties to allow co-living housing on any lot within an Urban Growth Area that allows at least six multifamily residential units. Additionally, a city or county may not treat a sleeping unit in co-living housing as more than one-half of a dwelling unit for purposes of calculating fees for sewer connections unless the city or county makes a finding, based on facts, that the connection fees should exceed the one-half threshold.

Middle Housing: [House Bill 2321](#), sponsored by Representative Jessica Bateman (D-22nd LD), modifies certain provisions of the 2023 middle housing policies. The bill requires that cities with a population of at least 25,000 must allow six of the nine types of middle housing. Cities with less than 25,000 people can choose the number of middle housing types that meet minimum density requirements. The bill also allows middle housing to be built on lots where a portion of the lot is a critical area. Finally, middle housing densities only apply around bus rapid transit stops once construction of those stops has begun. Areas designated as sole-source aquifers by the United States Environmental Protection Agency on islands in the Puget Sound from the density requirements. To implement this bill the 2024 Supplemental Operating Budget allocates \$213,000 for fiscal year 2025 (page 118).

Residential Housing Regulations: [House Bill 2071](#), sponsored by Representative Davina Duerr (D-1st LD), concerns residential housing regulations. The bill directs the State Building Code Council to convene two technical advisory groups: one to recommend changes to apply the Washington State Residential Code to multiplex housing, and another to recommend changes needed to the International Building Code (IBC) to allow dwelling units with less than 190 square feet. Additionally, the Office of Regulatory and Innovation Assistance is directed to develop an optional standard energy code plan set that meets or exceeds all energy code regulations for residential housing, subject to the international residential code. The 2024 Supplemental Operating Budget allocates \$225,000 (page 31) and \$180,00 (page 215) for the implementation of this bill.

Lake Forest Park Bill Tracking List – Bills that Passed the Legislature

Bill #	Abbrev. Title	Short Description	Status	Sponsor	Position
ESHB 1998 (SSB 5901)	Co-living housing	Concerning co-living housing.	Del to Gov	Gregerson	
ESHB 2039	Env. & land use appeals	Modifying the appeals process for environmental and land use matters.	Del to Gov	Fitzgibbon	
HB 2044	Voter-approved property tax	Standardizing limitations on voter-approved property tax levies.	Del to Gov	Duerr	Support
2SHB 2071	Residential housing	Concerning residential housing regulations.	Del to Gov	Duerr	
EHB 2088	Crisis teams/liability	Extending liability protections for responders dispatched from mobile rapid response crisis teams and community-based crisis teams.	Del to Gov	Orwall	Support
E2SHB 2301 (SSB 6180)	Waste material management	Improving the outcomes associated with waste material management systems, including products affecting organic material management systems.	Del to Gov	Doglio	
ESHB 2321	Middle housing requirements	Modifying middle housing requirements and the definitions of transit stop.	Del to Gov	Bateman	
ESHB 2384 (SB 5959)	Traffic safety cameras	Concerning automated traffic safety cameras.	Del to Gov	Donaghy	

Lake Forest Park Bill Tracking List – Bills that Died

Bill #	Abbrev. Title	Short Description	Status	Sponsor	Position
2SHB 1025 (Dead)	Police/private actions	Creating a private right of action for harm from violations of the state Constitution or state law by peace officers.	H Civil R & Judi	Thai	
2SHB 1078 (Dead)	Urban forest management	Concerning urban forest management ordinances.	H Rules X	Duerr	

SHB 1080 (Dead)	Body worn cameras	Concerning body worn cameras.	H Rules X	Taylor	
HB 1099 (Dead)	Public works wages	Requiring certain wages in public works contracts to be at least the prevailing wage in effect when the work is performed.	H Cap Budget	Berry	
2SHB 1131 (Dead) (SSB 5154)	Solid waste management	Improving Washington's solid waste management outcomes.	H Rules X	Berry	Support
E2SHB 1167 (Dead)	Residential housing	Concerning residential housing regulations.	H Housing	Duerr	
ESHB 1245 (Dead) (SSB 5364)	Lot splitting	Increasing housing options through lot splitting.	H Rules 3C	Barkis	
HB 1276 (Dead) (SSB 5235)	Accessory dwelling units	Concerning accessory dwelling units.	H Housing	Pollet	
SHB 1351 (Dead) (SB 5456)	Minimum parking requirements	Prohibiting the imposition of minimum parking requirements except under certain circumstances.	H Local Govt	Reed	Oppose
SHB 1363 (Dead) (ESB 5352)	Vehicular pursuits	Concerning vehicular pursuits.	H Rules X	Rule	
ESHB 1387 (Dead)	Law enf. applicant pool	Requiring the criminal justice training commission to establish a program to recruit and train a pool of applicants who may be employed by certain law enforcement agencies in the state.	H Community Safet	Ramos	

2SHB 1391 (Dead)	Energy in buildings	Concerning energy in buildings.	H Rules 3C	Ramel	
2SHB 1445 (Dead)	Law enf. misconduct	Concerning law enforcement and local corrections agency misconduct through investigations and legal actions.	H Rules X	Hansen	
HB 1446 (Dead) (SSB 5361)	Law enf. officers/increase	Incentivizing cities and counties to increase employment of commissioned law enforcement officers.	H Local Govt	Stokesbary	Support
HB 1517 (Dead) (ESSB 5466)	Transit-oriented development	Promoting transit-oriented development.	H Housing	Reed	
HB 1553 (Dead)	Batteries/environment	Providing for responsible environmental management of batteries.	H Env & Energy	Street	Support
2SHB 1586 (Dead)	Vehicular pursuits work grp.	Requiring the criminal justice training commission to establish a work group and grant program related to vehicular pursuits.	H Rules X	Goodman	
HB 1611 (Dead)	Local government permitting	Concerning local government permitting.	H Finance	Reed	Oppose
2SHB 1628 (Dead)	Real estate excise tax	Increasing the supply of affordable housing by modifying the state and local real estate excise tax.	H Rules X	Chopp	
HB 1670 (Dead)	Property tax limit factor	Raising the limit factor for property taxes.	H Rules X	Ormsby	Support
HB 1900 (Dead)	Recycling rates	Implementing strategies to achieve higher recycling rates within Washington's	H Env & Energy	Fey	

		existing solid waste management system.			
ESHB 1932 (Dead)	Even-numbered year elections	Shifting general elections for local governments to even-numbered years to increase voter participation.	H Rules 3C	Gregerson	
2SHB 2049 (Dead) (SB 6005)	Solid waste management	Improving Washington's solid waste management outcomes.	H Rules X	Berry	Support
SHB 2144 (Dead)	Beverage deposit return prg.	Providing for a deposit return program for qualifying beverage containers to be implemented by a distributor responsibility organization.	H Rules X	Stonier	
E2SHB 2160 (Dead) (SB 6024)	Housing development	Promoting community and transit-oriented housing development.	H Rules 3C	Reed	
HB 2211 (Dead) (SB 6076)	Criminal justice local tax	Granting local taxing authority to fund criminal justice.	H Local Govt	Stearns	
HB 2219 (Dead)	Affordable housing/tax ex.	Providing tax relief for nonprofit development of affordable housing.	H Finance	Hackney	
HB 2231 (Dead)	Law enforcement funding	Incentivizing cities and counties to attract and retain commissioned law enforcement officers.	H Local Govt	Walen	Support
E2SHB 2245 (Dead)	Co-response services	Establishing co-response services and training as an essential component of the crisis care continuum.	H Rules 3C	Bronoske	Support
SHB 2252 (Dead)	Small businesses/residential	Allowing small business establishments in residential zones.	H Rules 3C	Klicker	Oppose

SHB 2276 (Dead) (SB 6191)	Housing/taxes	Increasing the supply of affordable and workforce housing.	H Rules R	Berg	
HB 2307 (Dead)	Public records reviews	Limiting vexatious claims by modifying administrative and judicial review processes for public records requests and responses.	H State Govt & T	Schmick	
HB 2420 (Dead)	Law enforcement training	Concerning law enforcement training.	H Community Safe	Donaghy	
ESHB 2474 (Dead)	Transitional housing siting	Concerning compliance with siting requirements for transitional housing, permanent supportive housing, indoor emergency shelters, and indoor emergency housing.	H Rules 3C	Peterson	
SB 5059 (Dead)	Prejudgment interest	Concerning prejudgment interest.	S Ways & Means	Kuderer	
SSB 5154 (Dead) (2SHB 1131)	Solid waste management	Improving Washington's solid waste management outcomes.	S Ways & Means	Rolfes	Support
SSB 5190 (Dead) (E2SHB 1110)	Middle housing	Increasing middle housing in areas traditionally dedicated to single-family detached housing.	S Ways & Means	Trudeau	
SSB 5235 (Dead) (HB 1276)	Accessory dwelling units	Concerning accessory dwelling units.	S Rules X	Shewmake	
SSB 5303 (Dead)	Public works trust account	Creating the public works assistance revolving account.	S Rules X	Mullet	Support
SSB 5361 (Dead) (HB 1446)	Law enf. officers/increase	Incentivizing cities and counties to increase employment of commissioned law enforcement officers.	S Ways & Means	Holy	Support
SSB 5366 (Dead)	Utility shutoffs/heat	Preventing utility shutoffs for	S Rules X	Nguyen	

(ESHB 1329)		nonpayment during extreme heat.			
SB 5418 (Dead)	Definition of public work	Expanding the definition of public work.	S State Govt & E	Conway	
SB 5456 (Dead) (SHB 1351)	Minimum parking requirements	Prohibiting the imposition of minimum parking requirements except under certain circumstances.	S Loc Gov, Land	Frame	Oppose
ESSB 5466 (Dead) (HB 1517)	Transit-oriented development	Promoting transit-oriented development.	S Rules X	Liias	Concerns
SB 5467 (Dead) (HB 1613)	Controlled sub. possession	Encouraging treatment for possession of certain counterfeit drugs or controlled substances.	S Law & Justice	Salomon	
SSB 5533 (Dead)	Model vehicle pursuit policy	Concerning the creation of a model vehicle pursuit policy.	S Ways & Means	Lovick	
SB 5568 (Dead)	Liquor revenue/local gov.	Restoring liquor sales revenue distributions to local governments.	S Ways & Means	Wagoner	
SSB 5609 (Dead)	Housing approval	Establishing housing approval requirements that will eliminate Washington's housing shortage.	S Ways & Means	Braun	
SB 5618 (Dead)	Local property tax limit	Increasing the local property tax revenue growth limit.	S Loc Gov, Land	Kuderer	Support
SSB 5770 (Dead)	Property tax	Providing state and local property tax reform.	S Rules X	Pedersen	Support
SSB 5901 (Dead) (ESHB 1998)	Co-living housing	Concerning co-living housing.	S Rules X	Salomon	
SB 5959 (Dead) (ESHB 2384)	Traffic safety cameras	Concerning automated traffic safety cameras.	S Transportation	Liias	Support

SB 6005 (Dead) (2SHB 2049)	Solid waste management	Improving Washington's solid waste management outcomes.	S Environment, E	Lovelett	Support
SB 6024 (Dead) (E2SHB 2160)	Housing development	Promoting community and transit-oriented housing development.	S Loc Gov, Land	Trudeau	
SB 6076 (Dead) (HB 2211)	Criminal justice local tax	Granting local taxing authority to fund criminal justice.	S Ways & Means	Keiser	
SSB 6180 (Dead) (E2SHB 2301)	Waste material management	Improving the outcomes associated with waste material management systems, including products affecting organic material management systems.	S Ways & Means	Lovick	
SB 6191 (Dead) (SHB 2276)	Housing/taxes	Increasing the supply of affordable and workforce housing.	S Ways & Means	Frame	Support
SB 6235 (Dead)	Criminal justice assistance	Concerning the city and county criminal justice assistance accounts.	S Ways & Means	Wilson	
SB 6242 (Dead)	Law enforcement training	Concerning law enforcement training.	S Rules 3	Mullet	Support
SB 6272 (Dead)	Cannabis excise tax revenue	Dedicating the state share of cannabis excise tax revenue to counties and cities.	S Ways & Means	Mullet	

CITY OF LAKE FOREST PARK

2024 LEGISLATIVE SESSION

Shelly Helder
State Lobbyist



PURPOSE

Overview of the
2024 Legislative
Session

Outcome of
City of LFP
Priorities

Additional
Legislative
Issues

Next Steps

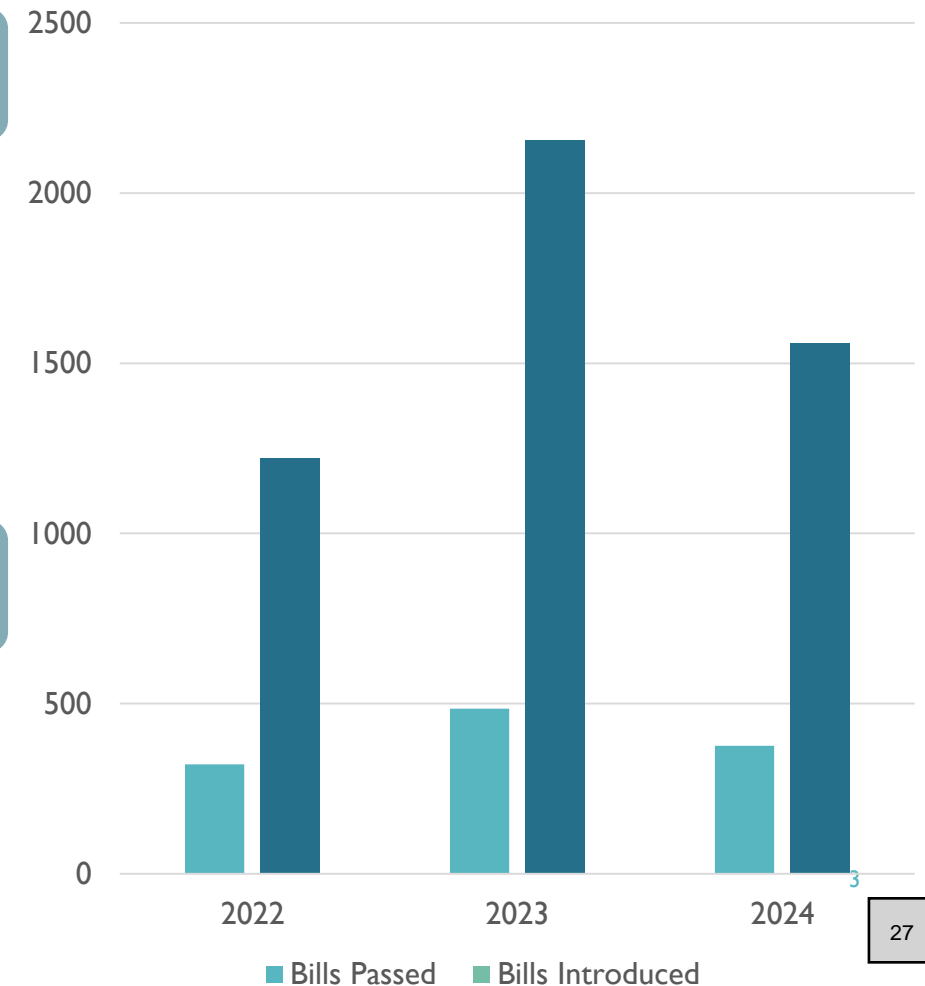
OVERVIEW OF 2024 LEGISLATIVE SESSION

General Context

- Second year of the biennium, 60-day session
- Adopted supplemental operating, capital, and transportation budgets
- 1,560 bills introduced, 376 passed into law

Political Context

- Democrats held strong majorities in House and Senate
- 6 Initiatives to the Legislature



OVERVIEW OF 2024 SUPPLEMENTAL BUDGETS

Operating

- Funds all state agency operations
- February revenue forecasts \$1.2 billion increase from when budgets were enacted
- \$2.1 billion in additional spending for a \$71.9 billion biennial budget
- Local Investments: Eliminates local 25% cost share for BLEA, \$34M for grants to local governments for homeless housing programs and services

Capital

- Funds public and nonprofit construction projects
- \$1.3B of additional investments for a \$10.3B biennial budget
 - Combination of bond capacity, CCA, federal funds, MTCA, etc.
 - Many investments are contingent on failure of I-2117
- \$72.5M allocated for local community projects (\$62M in 2022)
 - Average local community project award: \$372,000
- Key investments in housing & homelessness, behavioral health, education

Transportation

- Funds the state's transportation system including highways, ferries, transit and transportation related agencies
- \$1B of new spending, \$14.6B biennial budget
 - Federal funds, CCA \$, increased MAW revenues
 - Many investments are contingent on failure of I-2117
- Traditional revenues (gas tax, license fees, permits, etc.) are down by \$56M, an 8% decrease

2024 LEGISLATIVE PRIORITIES

Lyon Creek Fish Barrier Removal

- \$1.8 million awarded in first year of biennium
- Additional \$20.7 million for the Fish Barrier Removal Program

State Route 104 Investments

- Maintenance
- Complete streets principles
- \$2 million funding gap for construction

City Financial Challenges

- Changing the 1% property tax cap to adjust with CPI and no more than 3% was considered but did not advance

Behavioral Health Care System Needs

- House Bill 5853 allows a 23-hour crisis relief model to serve children, so long as it's separate from adults
- \$1M for grants to expand crisis relief centers

ADDITIONAL LEGISLATIVE ISSUES



City Tools & Resources

- No new revenue source but \$127.5M for Housing Trust Fund and \$232M for housing and homelessness services



Recyclable Materials & Solid Waste

- Re-WRAP Act, House Bill 2049, failed to get across the finish line
- House Bill 2301, organic material management, passed into law



Traffic Safety Cameras for Bus Lane Violations

- House Bill 2384 expands authority for traffic safety camera enforcement



Public Safety

- I-2113, regarding vehicular pursuits, passed into law
- House Bill 2088 extends liability protections for co-responders

NEXT STEPS



Thank the City's legislative delegation

Implement new policies & take advantage of grant programs

Interim Action Plan & Steps to prepare for the 2025 session

2025 Legislative Session begins January 13th

QUESTIONS?

Shelly Helder
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360-209-3338





Tree Board 2023 Annual Report

City of Lake Forest Park

Introduction

This report summarizes the work conducted by the Tree Board for calendar year 2023 as well as the current board term status.

- The Lake Forest Park Tree Board advises the City Council, with a primary responsibility for making policy and regulatory recommendations concerning the management of trees and forest canopy in Lake Forest Park.
- Additionally, the Tree Board holds the responsibility of providing outreach and education to the community on tree-related issues, including, but not limited to, organizing public events involving trees.

Tree Board Members during 2023*

Commissioner	Term Expires	Status
Richard G. Olmstead (^)	2/28/26	Active
Doug Sprugel (^ ^)	2/28/24	Active
Mark Phillips	2/28/26	Active
Stacey Spain	2/28/25	Active
Victoria Kutasz	2/28/25	Active
Marty Byrne	2/28/26	Active
Sandra LeVar	2/28/25	Active
Julia Bent		Term ended 2023
Mandee Parker	2/28/25	Deceased
Sandra LeVar	2/28/25	Resigned February 2024
Mandee Parker	2/28/25	Deceased
City Council Liaison	Title	
Larry Goldman	Councilmember	

Work Plan Accomplishments

Recommendations to revise the Lake Forest Park Tree Code

The Tree Board anticipated making recommendations pertaining to the species and sizes of trees covered by the “exceptional tree” clause in the Code during 2023, but these recommendations were tabled until revised data on tree size distributions are available from the ongoing tree inventory. The report from the tree inventory was released in January and the Tree Board will analyze the tree size distributions to make recommendations during 2024. The Tree Board also began work on revising the LFP Approved Tree List that is designed to assist homeowners and the City Arborist in selecting suitable trees for use as replacement trees to fulfill obligations as part of the tree removal permit process. The revised list will include a list of prohibited trees based on the King County Noxious Weed list of invasive and potentially invasive tree species.

Lake Forest Park Tree Inventory

The original LFP Tree Inventory was completed in 2010 and scheduled to be repeated in 10 years. The second inventory was delayed by the pandemic, but was completed in 2023. After a call for proposals and review by the City with the participation of Tree Board member, Doug Sprugel, DCG Watershed was selected to conduct the inventory. The inventory was begun in 2022 and completed in summer of 2023. Because a significant number of property owners denied permission to have the original plots on their property remeasured, DCG Watershed needed to identify new plots to ensure sufficient data is collected to achieve statistical significance for the inventory. A draft of their report was delivered to the Tree Board in November and a special Board meeting was held on November 29 to go over the report with DCG Watershed personnel attending by Zoom. The Board provided both verbal and written feedback, which was incorporated into the final draft that was presented to the City Council in December.

Public Outreach and Education on Trees

- Arbor Day tree planting. A site in Horizon View Park was selected for a ceremonial tree planting on Arbor Day (April 15). A Japanese snowbell (*Styrax japonicus*) was donated by Tree Board Chair Richard Olmstead for planting. The event was attended by Mayor Johnson, several City Councilors, all Tree Board members, and several community members.
- LFP Green Fair. Four Tree Board members staffed a table in the Town Center Commons for the annual Green Fair on Saturday, April 29. They distributed flyers and informational brochures and answered questions from the public.
- Tree Board member Sandra LeVar provided leadership in organizing and promoting outreach activities for the Tree Board in collaboration with Board member Marty Byrne, including a proposed tiered approach to public outreach. She developed a media calendar that include LFP News (digital and print) as well as social network posts. Plans included educational content for each month by quarter. Informational content was included in the LFP eNews, including new content and some repeat content. The Tree Board additionally began an outline of proposal for updates to the three webpages maintained by the tree board on the LFP city website. Inventory of existing educational content and links was initiated in 2023 but formal change plan will not be presented until 2024. Board member LeVar prepared a draft series of modular informational units suitable for use in social

media, print flyers, and other media formats. These will be finalized in 2024 and will be distributed in appropriate ways with assistance from City staff.

- Tree Board member Marty Byrne developed a plan for an ivy removal demonstration to help educate LFP residents about how to remove ivy from trees effectively. The plan includes both a live demonstration and a video recording to make available through the LFP City website to reach additional residents who are interested in ivy removal on their property. Time required to obtain a permit from the City meant that the event will be pushed back to 2024.

Tree Planting and Maintenance Events

In the spring of 2020, King County Waterworks awarded a \$45,000 grant to the Lake Forest Park Tree Board for invasive plant removal and restoration of a quarter mile length of the riparian area bordering McAleer Creek. A contract was awarded in 2020 to Applied Ecology for invasive plant removal and native species replanting. Between August 2020 and February 2022, all of the invasive removals were completed and a large selection of native trees, shrubs, and herbaceous plants were planted. However, a number of trees were severely damaged by mountain beaver and deer browsing. So, Tree Board member Julia Bent, who led this project, coordinated volunteer efforts by Board members and LFP Stewardship Foundation members to construct wire cages to protect the remaining trees. In spring of 2023, the remaining funds from the initial King County Waterworks grant were used to purchase additional trees (primarily Sitka spruce, which are more resistant to browsing), shrubs, and herbs to replace plants that didn't survive or were damaged by browsing. An extension of the contract to Applied Ecology supported this supplemental planting. This project is now completed, although funds for follow-up weed removal may be warranted to support the initial investment.

Tree Board column in the LFP eNews.

The Tree Board continued its semi-regular column in the monthly LFP eNews in 2023 with essays on subjects pertaining to appreciation and management of trees. This will be a continuing feature of the Tree Board outreach effort outlined above.

Illustrated Tree Walks in Lake Forest Park.

In collaboration with the LFP Stewardship Foundation (David Hepp), the Tree Board is continuing efforts to update the popular pamphlet "Tree Walks of Lake Forest Park." The original pamphlet was prepared by David Hepp and The Urban Forest Task Force and published in 2008. Many changes to the trees in the neighborhoods visited by the tree walks have occurred in the last 13 years. To enhance its usefulness and aesthetics, as well as to accommodate residents who want to make use of their smart phone to access the tree walks, the text has been updated to reflect changes in the neighborhood trees and to include color photos to help users identify the trees described in the guide. Tree Walk #3 – Horizon View was completed in 2020 and Tree Walk #2 – Sheridan Neighborhoods was completed in 2022 and are available for download through the City website (<https://www.cityoflfp.gov/240/Tree-Walks-of-Lake-Forest-Park>) and photography for Tree Walk #1 – Town Center, Lyon Creek, Waterfront Park is complete and the downloadable pdf should be available in early 2024. Tree Board member Richard Olmstead has provided leadership on this.



Tree Board Work Plan

— 2024

Work Plan Goals*	
1. Public Outreach and Education on Trees	
2. Tree Planting and Maintenance Events	
3. Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities.	

**Each of the items above are reflective of the Council Strategic Plan Goal: Healthy Environment section of the Comprehensive Plan Policy Implementation (EQ-9). The third item is also reflective of the Council Strategic Plan Goal: Accountable and Engaged Gov't section of the Comprehensive Plan Policy Implementation (EQ-9).*

2023 Work Plan Action Items	Duration	Target Date	Done ?	Lead	Time Estimate
Public Outreach and Education on Trees					
Review LFP web content and incorporate code changes	Annual	Dec		Victoria Elizabeth Doug	12 hrs/yr
Develop content to improve public outreach (including to property owners, realtors, and tree service companies) through city newsletters and other formats	Monthly	N/A		Mark Victoria Elizabeth	6 hrs/mo
Host annual Arbor Day activity such as tree planting, keeping in mind possible Sound Transit replanting opportunities	One-time	April		Stacey Mark Victoria	12 hrs/yr
Stay in communication with peer advocacy and stakeholder groups (e.g. LFP Stewardship Foundation, Parks Board, Climate Action Committee, WA DNR Urban & Community Forestry Div.), and look for opportunities to work together	Monthly	N/A		Doug Dick (others as interest dictates)	1 hr/mo
Update and publicize Tree Walks	One-time			Dick (w/ David Hepp)	12 hrs/yr
Staff a table at LFP Green Fair	One-time	April		Stacey others	12 hrs

Resurrect or otherwise engage Heritage Tree program and/or establish a Champion tree list	One-time			Dick	6 hrs/yr
General invasive plant management Is there any public education opportunity here (ivy, holly)?	Annual	June		Mark, Stacey, Dick, others?	12 hrs/yr
Tree Planting and Maintenance Events					
As transit plan moves ahead, work with City's Volunteer Coordinator and City Urban Forest Planner to hold tree planting and maintenance/watering events (e.g. street tree program, tree planting in parks and/or rain garden culverts).	Annual	n/a		All board members in concert with Urban Forest Planner	20 hrs/yr
McAleer Creek maintenance	annual	June		Dick	10 hrs/yr
Advise the Mayor and Council on city-wide tree studies and Tree Fund spending priorities.					
Make recommendations to Council on the findings and review of the LFP tree canopy study every 5 years	One-time	May		Doug, lead et al.	10 hrs/yr
Assess results of tree inventory study and make recommendations to Council on Exceptional tree sizes.	Jan-Aug	June		Doug, Dick, et al. with Urban Forest Planner	TBD
Meet w/ Council and Mayor re: accomplishments, follow up on council actions (e.g. adopting new Tree Codes)	Monthly	Feb.		Doug Council Liaison	5 hrs/yr
Deliver Annual Report to Council; include analysis of Tree Permit data (compiled by the Urban Forest Planner from monthly reports)	Annual	Feb.		Dick (2023) Urban Forest Planner	12 hrs/yr
Deliver Annual Work Plan to Council and Mayor	Annual	Feb.		Dick (2024)	8 hrs/yr
Review intern Tree Removal/Replacement data project, report findings, and make recommendations to Council	One-time	Dec.		Dick	10 hrs/yr
Review Tree List and reconcile discrepancies in canopy expectations per species, consider deletions/additions	One-time	May/June		Doug Dick Urban Forest Planner	20 hrs/yr
Review Comprehensive Plan for tree-related goals, keeping in mind city's next every-5-year update in 2023	Annual	May?		Everyone	12 hrs/yr



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	03/28/2024
Originating Department	Public Works
Contact Person	Katie Phillips, Project Manager
Title	Town Center to Burke-Gilman Trail Connector design options

Legislative History

- First Presentation – Council Regular Meeting 03/28/2024

Attachments:

1. TC2BGT Connector – Design Alternatives Evolution

Executive Summary

The Department of Public Works (DPW) seeks Council’s recommendation regarding options for the scope of work for the Town Center to Burke-Gilman Trail (TC2BGT) Connector 30% design contract. Specifically, staff seek to confirm whether the underpass (tunnel) alternative should be evaluated further, as currently planned, or if budget reserved for this work should be reallocated to support additional design development for the overpass (bridge) alternative. The impetus for this discussion emerged from environmental, public safety, and budget considerations connected to the implementation of an underpass, and the desire to allow our newly elected officials to weigh in on these considerations.

Background

The opportunity to improve safety and connectivity for pedestrians and bicyclists traveling between the Town Center and Burke-Gilman Trail by means of a grade-separated crossing of SR 522 (Bothell Way NE) was first formally put forward in the 2018 Lake Forest Park Safe Highways Report. In that report, among non-motorized project ideas presented to the community, the creation of an overpass over SR 522 received widespread support.

In 2020, the City contracted with V+M Structural Design (V+M) to explore grade-separated crossings of SR 522 in a Type, Size, and Location (TS&L) Study. The study evaluated one underpass and two overpass pedestrian crossing concepts near the intersection of SR 522 and SR 104 linking Town Center to the Burke-Gilman Trail, the future Sound Transit BRT station, and Lake Forest Park’s future

lakefront park. In their January 2021 TS&L report, V+M identified the mid-block bridge crossing concept illustrated in Attachment 1 as the highest-ranked design alternative. Considerations that were considered by V+M and stakeholders including the City Council included: design, connectivity, constructability, environmental considerations, right of way and utility impacts, cost, aesthetics, and user experience.

Later that year, King County Parks requested that the Burke-Gilman Trail grade remain unchanged in Lake Forest Park. As a result, DPW considered design concept modifications (see Attachment 1) and conducted a design charrette with V+M and King County Parks in November 2021, though formal design updates were deferred to the project's 30% design phase ("Phase 2"). DPW also worked with V+M to develop concept modifications to the underpass option (see Attachment 1) to address sight lines and public safety concerns.

We have recently executed a grant agreement with the Washington Department of Commerce to fund our Phase 2 contract with V+M. Given this contract's limited budget and the critical importance of stakeholder acceptance of the proposed design, DPW staff would like to confirm the preferred contract scope of work with our elected officials before giving V+M notice to proceed.

Fiscal & Policy Implications

There are no fiscal implications to this recommendation as there would be no change to the V+M contract price or the Department of Commerce grant agreement.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"> Proceed with the Phase 2 Contract Scope of Work as written. 	Carry out Phase 2A: 10% Design of Tunnel Option. Upon completion, select one option for Phase 2B: Light 30% Design of Tunnel Option OR 30% Design of Bridge Option.
<ul style="list-style-type: none"> Modify the Phase 2 Contract Scope of Work to remove Phase 2A: 10% Design of Tunnel Option. 	Reallocate contract budget from Phase 2A into Phase 2B and proceed with the 30% Design of Bridge Option, allowing for a more robust deliverable.

Staff Recommendation

Consider options for the TC2BGT Connector Phase 2 Contract Scope of Work and provide DPW staff with a recommendation.



TC₂BGT CONNECTOR

Design Alternatives Evolution

City Council Regular Meeting

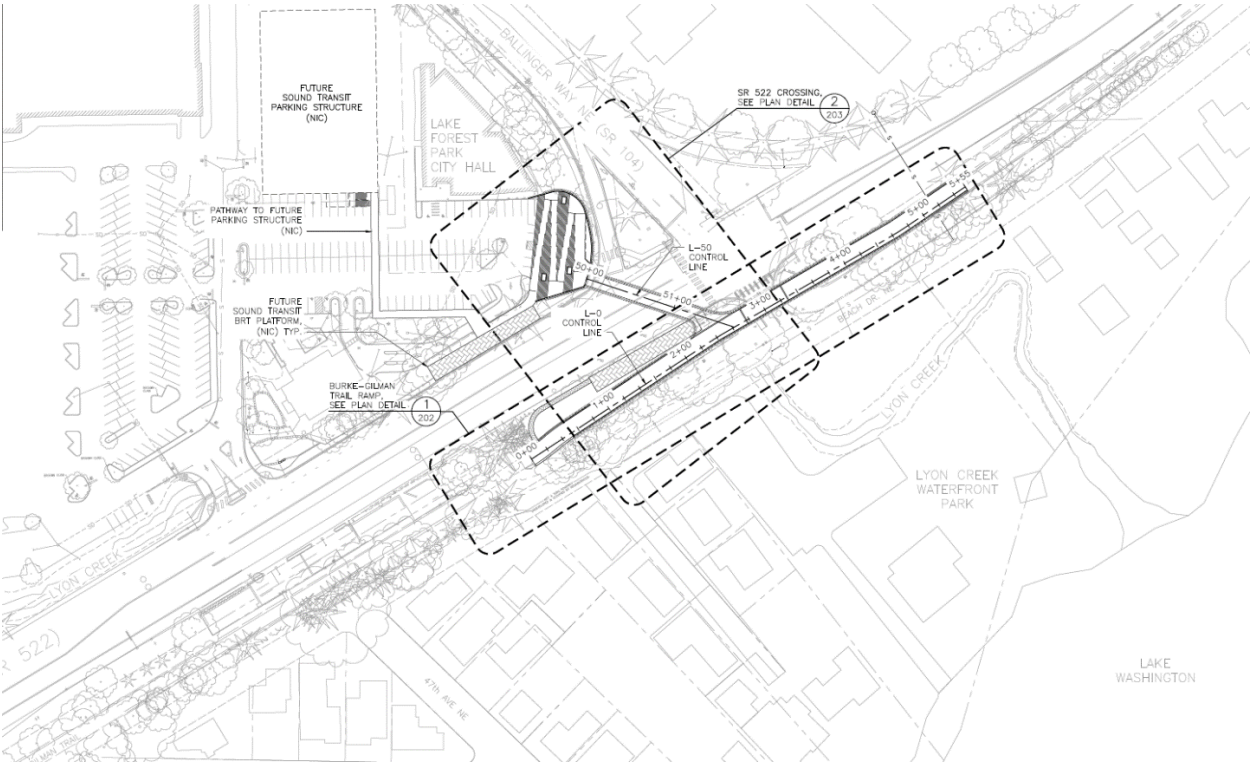
March 28, 2024

TS&L TUNNEL DESIGN

January 2021

Intersection Underpass of SR 522

A tunnel crossing that runs diagonally under SR 522. On the Town Center side, the underpass daylight into a sunken plaza with stairs and ramps (aka “stramps”). On the BGT side, the underpass connects to a depressed landing approximately 11 feet below the existing trail grade that rises to grade on the east and west.



Cost Estimate
\$34,780,000

- Benefits**
- No bridge visual
 - Minimal property impacts

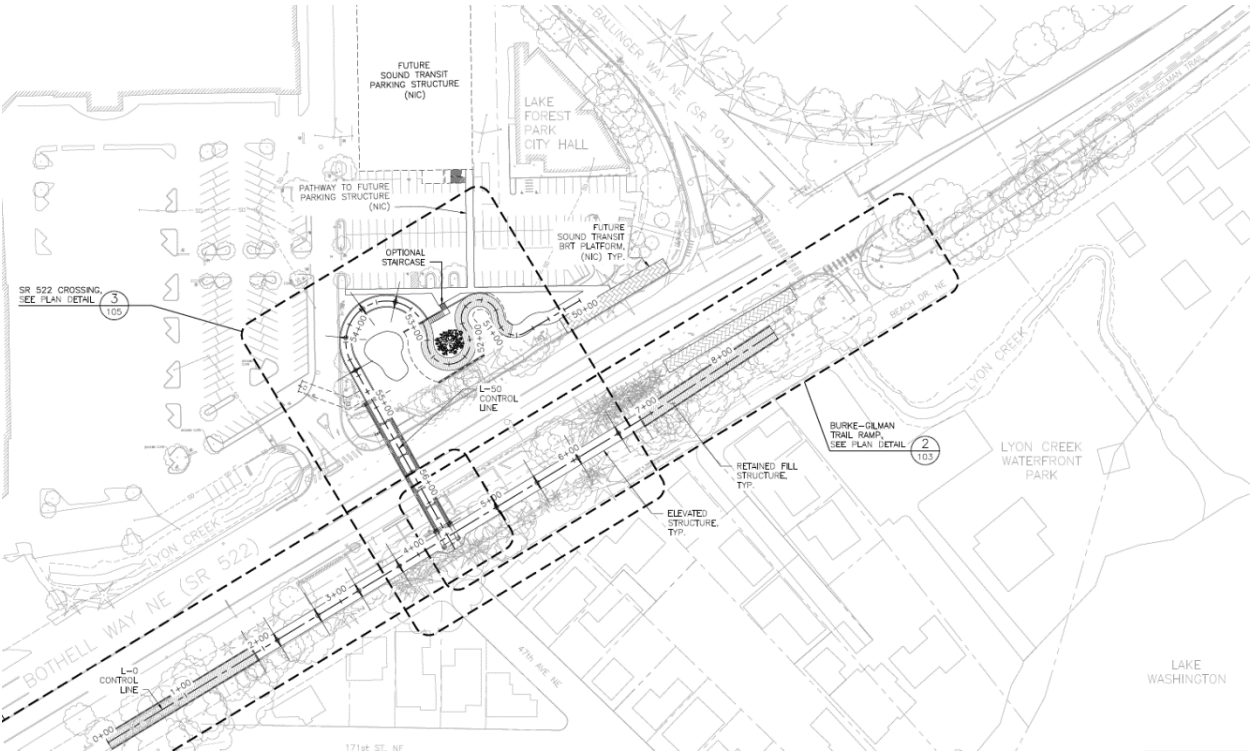
- Considerations**
- Water table constraints
 - Limited sight lines
 - Safety concerns
 - Long-term mechanical systems maintenance costs
 - Substantial tree removal
 - King County Parks design criteria conflict

TS&L BRIDGE DESIGN

January 2021

Mid-block Overpass of SR 522

A bridge crossing at approximately mid-block, to the east of the driveway entrance into Town Center. On the Town Center side, the main span of the bridge connects to a meandering ramp at the current Bank of America site. On the BGT side, the main span connects to an elevated landing approximately 18 feet above the existing trail grade. The trail would be elevated on a viaduct structure extending approximately 400 feet to the east and west to meet the bridge landing.



Cost Estimate
\$19,463,000

Benefits

- This design greatly minimizes tree removal and allows for additional plantings at current Bank of America site
- Elevated BGT would become a walk through the tree canopy with views of Mount Rainier and Lake Washington

Considerations

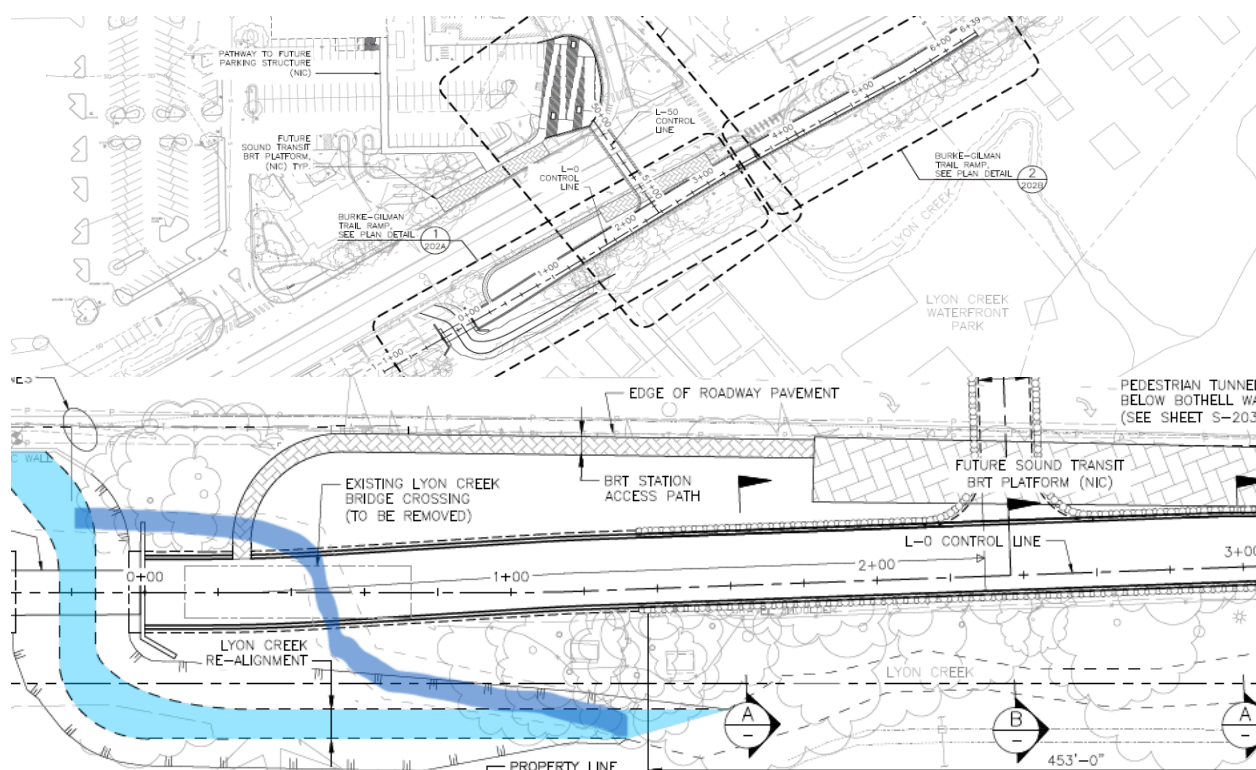
- Property impacts at Bank of America building (property acquisition) and Farmers Insurance building (air rights acquisition)
- King County Parks design criteria conflict

UPDATED TUNNEL DESIGN WITH LYON CREEK DETAIL

Current Conceptual Design

Perpendicular Intersection Underpass of SR 522

Conceptual update to the TS&L Tunnel Design that would align the tunnel crossing to run perpendicular under SR 522. To accommodate this tunnel alignment, Lyon Creek would be re-routed as shown below in light blue. The current path of Lyon Creek is shown in dark blue.



Cost Estimate

> \$34,780,000
Cost increases due to permitting, design, and implementation of new Lyon Creek alignment, extent and magnitude currently unknown

Benefits

- Avoid impact to existing WSDOT signal infrastructure
- Shorter tunnel length
- Mitigate safety issues through improved sight lines

Considerations

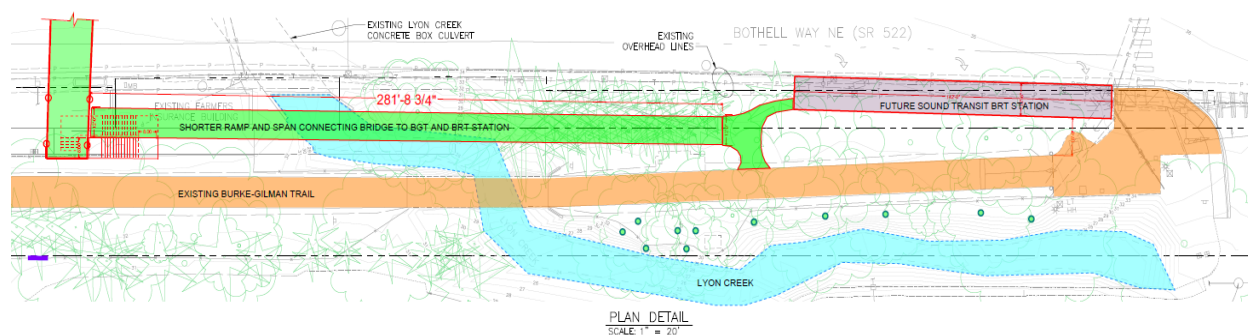
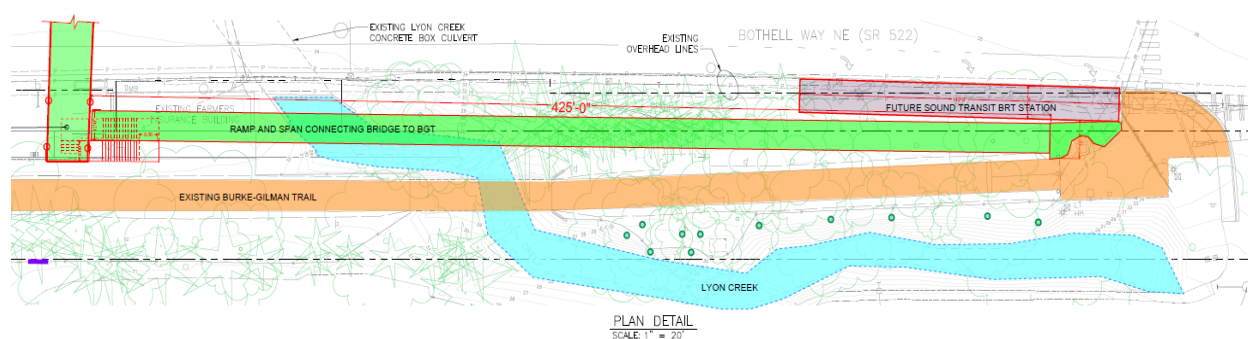
- Environmental implications of re-routing Lyon Creek
- Increased tree removal over TS&L Tunnel Design
- King County Parks design criteria conflict

UPDATED BRIDGE DESIGN TWO LEADING CONCEPTS

Current Conceptual Design

Mid-block Overpass of SR 522 with Ramp to BGT

Updates to the TS&L Bridge Design include: the implementation of a parallel ramp that connects the main span to the BGT. The ramp on the west side of the main span has been eliminated in this concept. This concept also includes stairs leading down from the main ramp to the BGT.



Cost Estimate

~\$16,463,000
Cost decreases by ~4.5M with elimination of west ramp and increases by ~1.5M with addition of stairs and property acquisition, resulting in net decrease of ~3M over TS&L Bridge Design

Benefits

- Sole design to date that satisfies King County Parks requirement to avoid changing the grade of the BGT
- Temporary detour of BGT eliminated with this design

Considerations

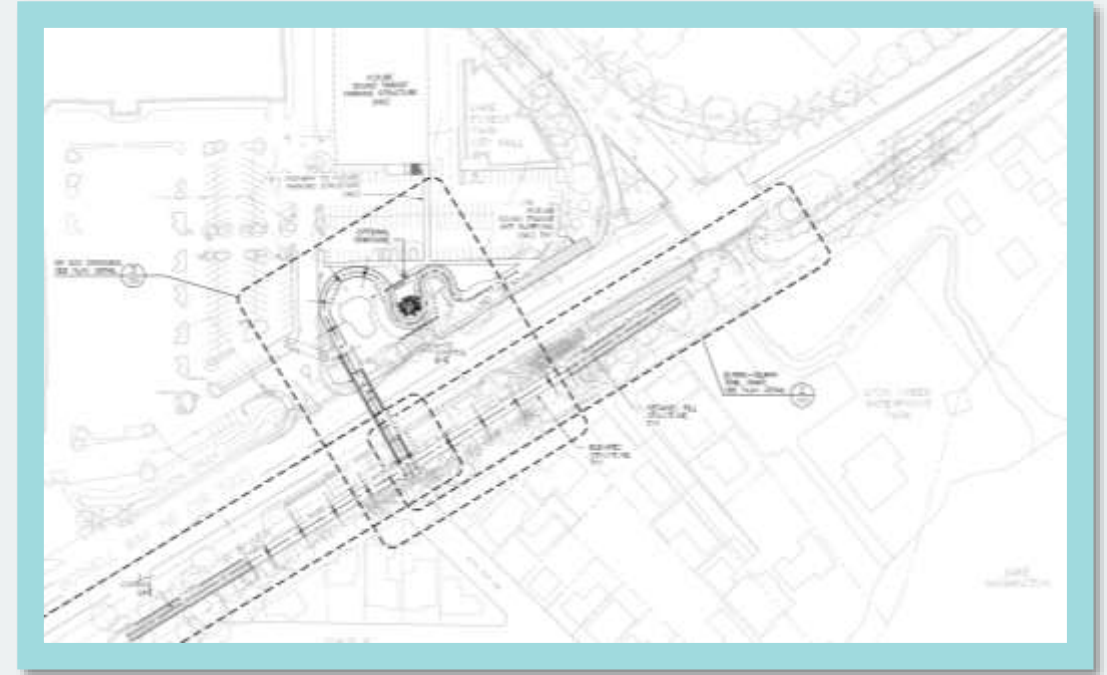
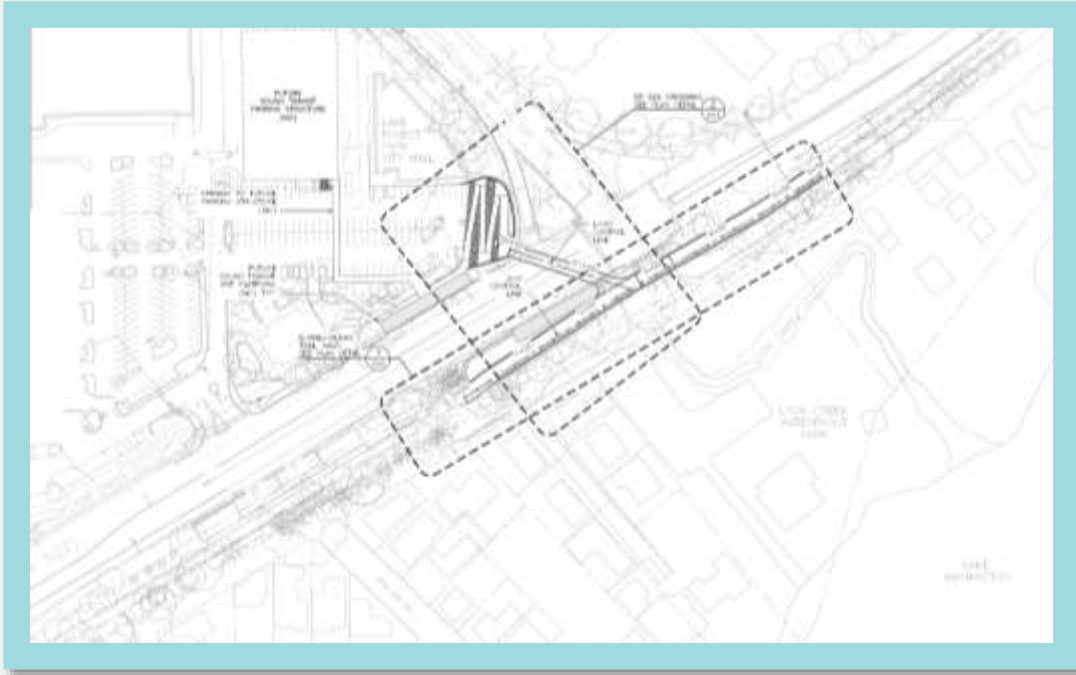
- Farmers Insurance property acquisition required
- Increased tree removal over TS&L Bridge Design
- Pedestrians will be required to either utilize stairs or backtrack on the ramp when heading west after crossing from Town Center

Town Center to Burke-Gilman Trail Connector

Design Alternatives Evolution

Feasibility Study Tunnel & Bridge Designs

Section 6, Item C.



Cost Estimate

\$34,780,000

Benefits

- No bridge visual
- Minimal property impacts

Considerations

- Safety & sight lines
- Tree removal
- Water table

Cost Estimate

\$19,463,000
+ property acquisition

Benefits

- Minimal tree impacts
- User experience

Considerations

- Property impacts
- Visual impact

Updated Bridge Concept

Section 6, Item C.

Cost Estimate

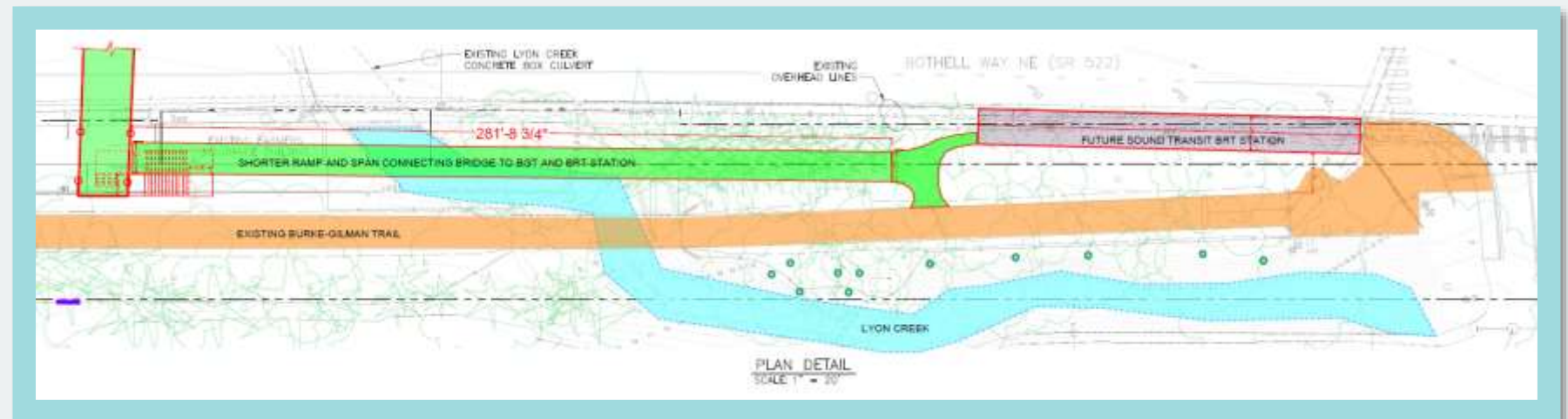
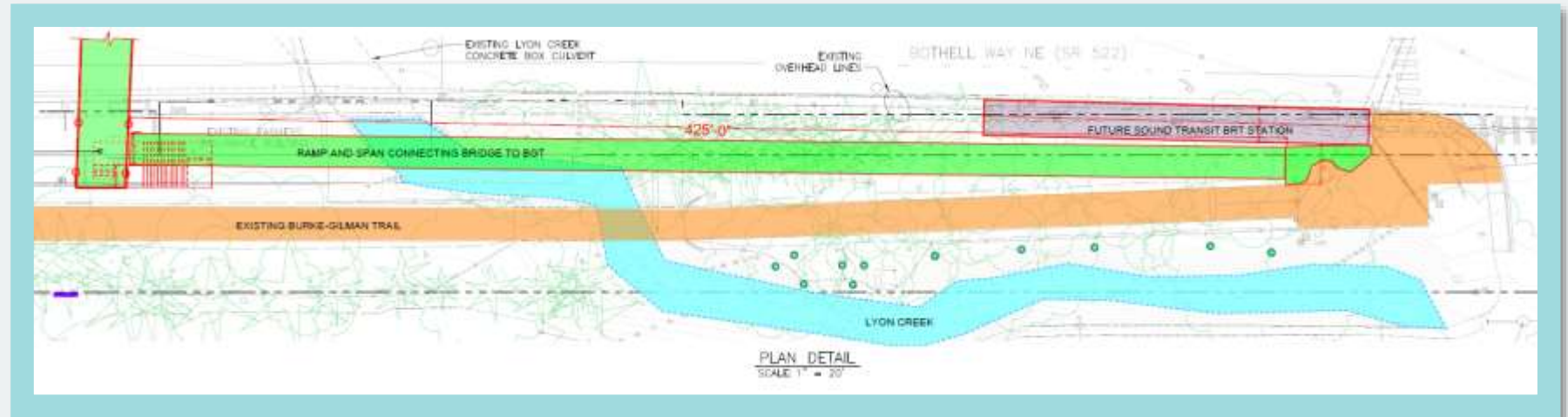
~ \$16,463,000
+ property acquisition

Benefits

- Sole design to date that satisfies KCP's request to avoid changing the grade of the BGT

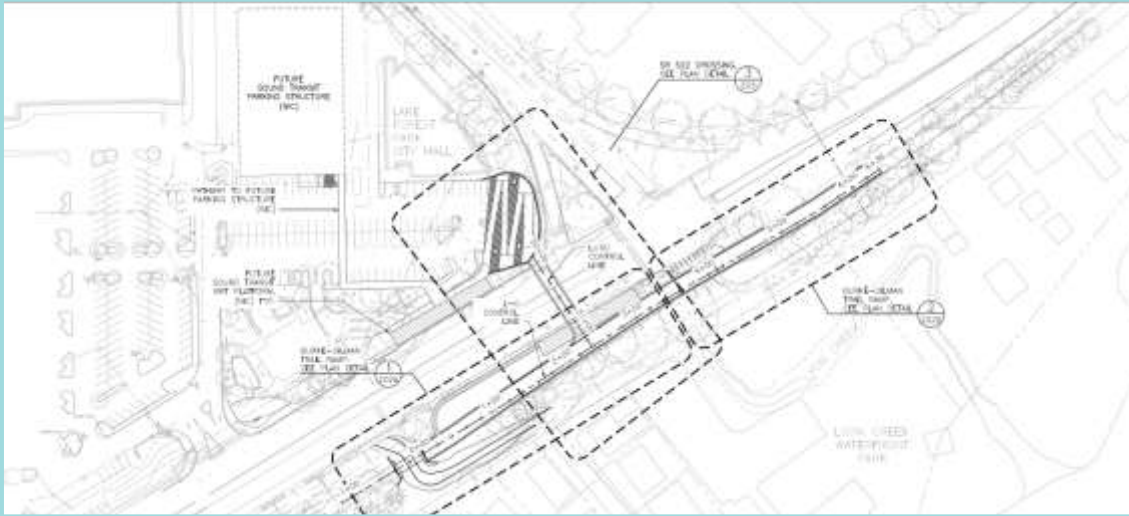
Considerations

- Property acquisition
- Tree removal to accommodate BGT connecting ramp



Updated Tunnel Concept

Section 6, Item C.



Cost Estimate

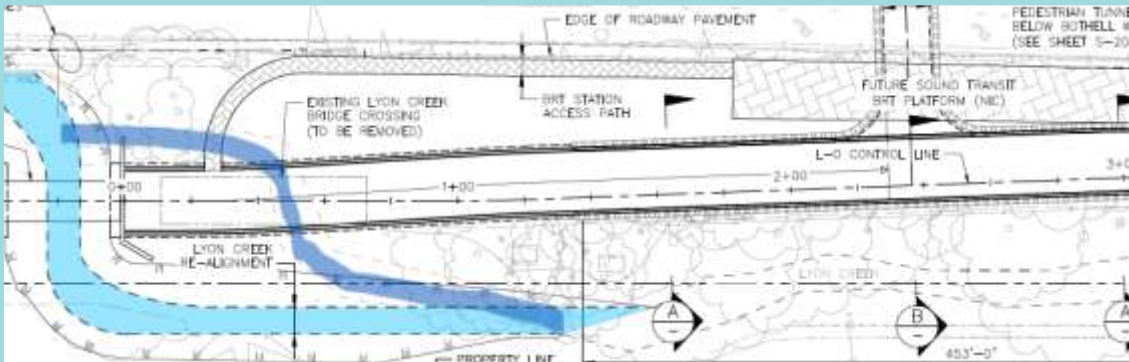
> \$34,780,000

Benefits

- Shorter tunnel length
- Improved sight lines

Considerations

- Environmental impacts of re-routing Lyon Creek
- Most tree removal of all concepts studied



Options

Proceed with the scope of work as it is written in our contract

Modify our contract scope of work to remove further tunnel design & reallocate funds into a more robust preliminary bridge design

Questions



**CITY OF LAKE FOREST PARK
CITY COUNCIL SPECIAL MEETING MINUTES
March 7, 2024**

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

Councilmembers present: Lorri Bodi, Deputy Mayor (arrived 7:18 p.m.); Tracy Furutani, Council Vice Chair (arrived 7:18 p.m.); Larry Goldman, Paula Goode, Jon Lebo, Ellyn Saunders

Councilmembers absent: Cmbr. Semra Riddle

Staff present: Tom French, Mayor; Phillip Hill, City Administrator; Kim Adams Pratt, City Attorney (via Zoom); Lindsey Vaughn, Finance Director; Jeff Perrigo, Public Works Director; Mark Hofman, Community Development Director; Ross Adams, Police Sergeant; Cory Roche, Environmental and Sustainability Specialist; Matt McLean, City Clerk

Others present: 6 visitors

CALL TO ORDER

Mayor French called the March 7, 2024 City Council special meeting to order at 6:00 p.m.

FLAG SALUTE

Cmbr. Goldman led the Pledge of Allegiance.

ADOPTION OF AGENDA

Cmbr. Goldman moved to approve the agenda as presented. **Cmbr. Goode seconded.**
The motion to adopt the agenda as presented carried unanimously.

PUBLIC COMMENTS

Mayor French invited comments from the audience. The following members of the audience shared comments with the Council:

There was no one in the audience or online wishing to speak.

PRESENTATION – 2024 Planning Commission Work Plan

Community Development Director Hofman gave an update on the Planning Commission 2024 work plan and responded to questions.

PRESENTATION – 2024 Climate Action Committee Work Plan

Climate Action Committee Chair Sarah Phillips gave an update on the Climate Action Committee work plan and responded to questions.

PRESENTATION – 2024 Parks and Recreation Advisory Board Work Plan

Environmental and Sustainability Specialist Roche introduced Parks and Recreation Advisory Board Chair Tyler Ditman, who gave an update on the Board's work plan and responded to questions.

PRESENTATION – Update on Plan for Lakefront Park

Environmental and Sustainability Specialist Roche and Amber Mikluscak, DCG/Watershed, updated the Council on the proposed preferred design plan for the Lakefront Park property and answered questions.

CONSENT CALENDAR

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

1. February 15, 2024 City Council Budget and Finance Committee Minutes
2. February 22, 2024 City Council Regular Meeting Minutes
3. Approval of City Expenditures for the period dated March 7, 2024 Claims Fund Check Nos. 86006 through 86034, in the amount of \$98,063.70; February 8, 2024 Payroll Fund ACH transactions in the amount of \$189,025.84 and Direct Deposit Transactions in the amount of \$197,630.24; and February 23, 2024 Payroll Fund ACH transactions in the amount of \$171,833.19 and Direct Deposit Transactions in the amount of \$184,593.44; additional ACH transaction for Elavon, \$809.59; total approved Claims Fund Transactions \$841,956.00
4. Resolution 24-1945/Authorizing the Mayor to Accept the Department of Commerce Pursuit Technology Grant and Sign the Interagency Agreement for the Law Enforcement Vehicle Pursuit Technology Grant Program

RESOLUTION 24-1946/Authorizing the Mayor to Accept the Department of Commerce Climate Planning Grant and Sign the Interagency Agreement for the 2023-2025 Climate Planning Grant

Community Development Director Hofman presented the item and responded to questions.

ORDINANCE 24-1290/Amending LFPMC 10.06.030 Related to Automatic Traffic Safety Cameras

City Attorney Pratt presented the item and responded to questions.

ORDINANCE 24-1289/Amending the 2023-2024 Budgeted Positions and Salary Schedule for a Part-Time Passport Clerk for the Municipal Services Department

City Clerk McLean presented the item and responded to questions.

Cmbr. Furutani moved to suspend the three-touch rule for Ordinance 24-1289/Amending the 2023-2024 Budgeted Positions and Salary Schedule for a Part-Time Passport Clerk for the Municipal Services Department. **Deputy Mayor Bodi seconded.**
The motion to suspend the three-touch rule carried unanimously.

Cmbr. Furutani moved to approve as presented Ordinance 24-1289/Amending the 2023-2024 Budgeted Positions and Salary Schedule for a Part-Time Passport Clerk for the Municipal Services Department. **Deputy Mayor Bodi seconded. The motion to approve Ordinance 24-1289 as presented carried unanimously.**

Discussion of Parks and Recreation Advisory Board Council Liaison

Deputy Mayor Bodi reminded the Council she would step down as Council Liaison to the Parks and Recreation Advisory Board after its next meeting. She urged Councilmembers interested in the appointment to make their interest known.

COUNCIL COMMITTEE REPORTS/COUNCIL/MAYOR/CITY ADMINISTRATOR REPORTS

Councilmembers reported on meetings they attended.

Mayor French gave a brief report on meetings and events he had attended and gave an update on the state legislative session.

City Administrator Hill gave a brief report.

ADJOURNMENT

There being no further business, Mayor French adjourned the meeting at 8:11 p.m.

Tom French, Mayor

Matt McLean, City Clerk

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Cmbr. Furutani moved to suspend the three-touch rule for Ordinance 24-1289/Amending the 2023-2024 Budgeted Positions and Salary Schedule for a Part-Time Passport Clerk for the Municipal Services Department. **Deputy Mayor Bodi seconded.**
The motion to suspend the three-touch rule carried unanimously.

Cmbr. Furutani moved to approve as presented Ordinance 24-1289/Amending the 2023-2024 Budgeted Positions and Salary Schedule for a Part-Time Passport Clerk for the Municipal Services Department. **Deputy Mayor Bodi seconded. The motion to approve Ordinance 24-1289 as presented carried unanimously.**

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ADJOURNMENT

There being no further business, Mayor French adjourned the meeting at 8:11 p.m.

Tom French, Mayor

Matt McLean, City Clerk

City of Lake Forest Park
SORTED TRANSACTION CHECK REGISTER
03/28/2024

VOUCHER CERTIFICATION AND APPROVAL

We, the undersigned members of the Finance Committee of the City of Lake Forest Park, Washington, do hereby certify that the merchandise or services hereinafter specified have been received, a Accounts Payable Dated 03/28/24 CLAIM FUND Check Nos. 86035 through 86116 in the amount of \$735,216.29, a 03/08/24 PAYROLL FUND ACH transactions in the amount of \$187,623.02 and DIRECT DEPOSIT transactions in the amount of \$188,094.66, are approved for payment this 28th day of March 2024.

- Additional approved transactions are:**
ACH transaction Elavon in the amount of \$590.96
ACH transaction Invoice Cloud in the amount of \$1,988.20
ACH transaction State of Washington in the amount of \$8,698.47
ACH transaction Wex Bank – Chevron in the amount of \$61.44

Total approved claim fund transactions: \$1,122,273.04

City Clerk

Mayor

Finance Committee



Bank Reconciliation

Checks by Date

User: bwright
Printed: 03/21/2024 - 1:26PM
Cleared and Not Cleared Checks

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	3/28/2024	Elavon		AP		590.96
0	3/28/2024	Invoice Cloud		AP		1,988.20
0	3/28/2024	State of Washington		AP		8,698.47
0	3/28/2024	Wex Bank - Chevron		AP		61.44
86035	3/28/2024	4Z Design, LLC		AP		4,896.68
86036	3/28/2024	AARD Pest Control, Inc		AP		218.20
86037	3/28/2024	ACF West Inc.		AP		615.46
86038	3/28/2024	All Battery Sales & Service Inc.		AP		398.63
86039	3/28/2024	American Traffic Solutions Inc.		AP		66,500.00
86040	3/28/2024	Applied Concepts, Inc.		AP		5,491.27
86041	3/28/2024	Aurora Rents, Inc.		AP		2,664.78
86042	3/28/2024	Bear Communications, Inc		AP		13,571.56
86043	3/28/2024	Cadman Materials, Inc.		AP		173.51
86044	3/28/2024	Cascadia Consulting Group, Inc.		AP		792.50
86045	3/28/2024	CDW Government, Inc.		AP		6,363.68
86046	3/28/2024	Century Link		AP		198.48
86047	3/28/2024	Cintas First Aid & Safety		AP		209.03
86048	3/28/2024	City of Issaquah		AP		788.02
86049	3/28/2024	Code Publishing Company		AP		189.55
86050	3/28/2024	Conсор North America, Inc.		AP		12,339.25
86051	3/28/2024	Correct Equipment, Inc		AP		4,578.47
86052	3/28/2024	Databar		AP		407.80
86053	3/28/2024	DataQuest, LLC		AP		91.50
86054	3/28/2024	Tim Floyd		AP		678.93
86055	3/28/2024	Galls, LLC		AP		314.35
86056	3/28/2024	Attn: Accounts Receivable GCP WW H		AP		490.59
86057	3/28/2024	Gordon Thomas Honeywell Gov't. Affai		AP		3,150.00
86058	3/28/2024	Grainger		AP		2,335.48
86059	3/28/2024	Gray & Osborne, Inc.		AP		16,528.24
86060	3/28/2024	Guardian Alliance Technologies, Inc		AP		90.00
86061	3/28/2024	Jessica Halterman		AP		107.97
86062	3/28/2024	Brian Halzerman		AP		270.25
86063	3/28/2024	Department 32 - 2501271310 Home De		AP		429.27
86064	3/28/2024	Intercom Language Services Corp		AP		140.00
86065	3/28/2024	Jet City Printing, Inc.		AP		99.18
86066	3/28/2024	Johnson Controls		AP		5,443.32
86067	3/28/2024	Johnston Group, LLC		AP		3,925.00
86068	3/28/2024	Kaiser Foundation Health Plan of Washi		AP		813.00
86069	3/28/2024	KDH Consulting, Inc		AP		6,122.43
86070	3/28/2024	King County Finance		AP		824.00
86071	3/28/2024	King County Finance		AP		6,005.82
86072	3/28/2024	King County Finance		AP		6,057.41
86073	3/28/2024	King County Finance & Business		AP		227,438.97
86074	3/28/2024	King County Municipal Clerks Associat		AP		35.00
86075	3/28/2024	King County Pet License		AP		110.00
86076	3/28/2024	Lake Forest Park Water Dist		AP		1,554.75

Check No	Check Date	Name	Comment	Module	Clear Date	Section 7, ItemB.
86077	3/28/2024	Language Line Services		AP		69.09
86078	3/28/2024	Legend Data Systems, Inc.		AP		110.20
86079	3/28/2024	Litho Craft, Inc.		AP		2,969.61
86080	3/28/2024	Loomis		AP		524.27
86081	3/28/2024	Madrona Law Group, PLLC		AP		8,450.00
86082	3/28/2024	Milne Electric Inc		AP		2,655.40
86083	3/28/2024	National Safety, Inc.		AP		3,797.12
86084	3/28/2024	Navia Benefit Solutions		AP		300.00
86085	3/28/2024	Nelson Truck & Equipment Co Inc.		AP		2,159.92
86086	3/28/2024	Norcom 911		AP		81,353.43
86087	3/28/2024	Northshore Utility District		AP		17,472.96
86088	3/28/2024	Northwest Heritage Consultants, LLC		AP		240.88
86089	3/28/2024	Office Depot, Inc.		AP		148.93
86090	3/28/2024	Office Of Minority & Women Enterpris		AP		648.54
86091	3/28/2024	Pacific Office Automation		AP		1,261.10
86092	3/28/2024	Pat's Trees & Landscape Inc.		AP		2,851.11
86093	3/28/2024	Peerless Network, Inc		AP		1,043.46
86094	3/28/2024	Pitney Bowes-Reserve Acct.		AP		6,000.00
86095	3/28/2024	Puget Sound Energy		AP		392.18
86096	3/28/2024	Red Carpet Building Maint. Inc.		AP		3,206.15
86097	3/28/2024	Sarah Roberts		AP		8,602.29
86098	3/28/2024	SCJ Alliance		AP		18,118.17
86099	3/28/2024	Snohomish Co Sheriff's Office		AP		23,578.84
86100	3/28/2024	Snohomish County Sheriff's Office		AP		5,817.71
86101	3/28/2024	State Auditor's Office		AP		4,170.09
86102	3/28/2024	State Treasurer's Office		AP		4,304.11
86103	3/28/2024	Stewart MacNichols Harmell, Inc., P.S.		AP		10,210.00
86104	3/28/2024	The FA Bartlett Tree Expert Company		AP		1,850.00
86105	3/28/2024	The Part Works Inc.		AP		377.45
86106	3/28/2024	The Watershed Company		AP		22,406.22
86107	3/28/2024	Transpo Group USA Inc		AP		16,300.55
86108	3/28/2024	Transportation Solutions Inc		AP		65,823.88
86109	3/28/2024	TruckVault, LLC		AP		11,115.41
86110	3/28/2024	United Rentals		AP		1,692.67
86111	3/28/2024	Utilities Underground Location Ctr.		AP		68.64
86112	3/28/2024	Wally's Towing, Inc.		AP		97.53
86113	3/28/2024	Washington State Department of Licens		AP		108.00
86114	3/28/2024	Washington State Patrol		AP		110.50
86115	3/28/2024	West Coast Armory North		AP		1,077.55
86116	3/28/2024	Eduardo Zaldibar		AP		280.00
Total Check Count:						86
Total Check Amount:						746,555.36

Bank Reconciliation

Checks by Date

User: bwright
Printed: 03/21/2024 - 1:19PM
Cleared and Not Cleared Checks



Section 7, ItemB.

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	3/8/2024		DD 00508.03.2024	PR		188,094.66
Total Check Count:						1
Total Check Amount:						188,094.66

Accounts Payable

Checks by Date - Summary by Check Date

User: tandrus@cityoflfp.gov
 Printed: 3/15/2024 7:56 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	LEOFFTR	LEOFF TRUST	03/08/2024	1,676.71
ACH	NAVIA	Navia Benefit Solutions, Inc.	03/08/2024	722.09
ACH	NAVIAFSA	Navia - FSA	03/08/2024	323.34
ACH	PFLTRUST	LFP PFL Trust Account	03/08/2024	2,026.69
ACH	TEAMDR	National D.R.I.V.E.	03/08/2024	6.45
ACH	TXSDU	Texas State Disbursement Unit (SDU)	03/08/2024	1,015.76
ACH	WASUPREG	Washington State Support Registry	03/08/2024	180.00
ACH	Z401AL	Vantagepoint Transfer Agents-107084 ICM	03/08/2024	1,951.24
ACH	Z457	Vantagepoint Transfer Agents-304508 ICM	03/08/2024	8,710.76
ACH	ZAWC	AWC	03/08/2024	44,534.41
ACH	ZEMPSEC	Employment Security Dept.	03/08/2024	535.83
ACH	ZEMPWACA	Wa.Cares Tax	03/08/2024	866.03
ACH	ZGUILD	LFP Employee Guild	03/08/2024	975.00
ACH	ZICMA	Vantagepoint Transfer Agents-107084 ICM	03/08/2024	32,569.72
ACH	ZL&I	Washington State Department of Labor & I	03/08/2024	6,141.34
ACH	ZLEOFF	Law Enforcement Retirement	03/08/2024	15,505.29
ACH	ZLFPIRS	Lake Forest Park/IRS	03/08/2024	35,756.99
ACH	ZPERS	Public Employees Retirement	03/08/2024	24,615.92
ACH	ZTEAM	Teamsters Local Union #117	03/08/2024	226.61
ACH	ZWATWT	Washington Teamsters Welfare Trust	03/08/2024	9,282.84
Total for 3/8/2024:				187,623.02
Report Total (20 checks):				187,623.02



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	March 28, 2024
Originating Department	Salary Commission
Contact Person	Chair Michael Troyer
Title	Request for an extension of the salary commission report deadline

Legislative History

- First PresentationMarch 28, 2024 Regular Meeting

Attachments:

- Letter from Chair Michael Troyer requesting the extension

Executive Summary

The City Council appointed the members of the Salary Commission on February 8, 2024. They are required to determine the salaries and benefits of the Mayor and City Council 60 days after appointment. The Salary Commission is requesting an extension of this deadline to May 31, 2024 to complete its work.

Background

The Salary Commission was appointed on February 8, 2024. To comply with LFPMC 2.30.030, the report on the salaries and benefits paid to the Mayor and City Council would have to be completed by April 8, 2024. The Commission was not able to meet until March 11. At its March 11 meeting, the Commission requested an extension in order to complete its work on the salary review and determination. The Commission is seeking an extension until May 31, 2024, to complete all of its work.

Lake Forest Park Municipal Code (LFPMC) 2.30.030A. provides “...The salary commission shall convene and determine the salaries and benefits paid to the mayor and the city council within 60 days of confirmation by the city council. The 60-day review and determination time may be extended upon request of the salary commission and approval by the city council.”

The Council has the authority to grant an extension of the deadline.

Fiscal & Policy Implications

There are no known policy or fiscal implications. The need for extensions is contemplated in the LFPMC.

Alternatives

Options	Results
<ul style="list-style-type: none">Approve the Extension	The Salary Commission will be able to complete its work by May 31
<ul style="list-style-type: none">Disapprove the Extension	The Salary Commission will be unable to complete its work by the 60-day deadline.

Staff Recommendation

Approve by motion the requested extension for the Salary Commission to complete its report by May 31, 2024.

Mayor
Tom French

17425 Ballinger Way NE
Lake Forest Park, WA 98155-5556
Phone: 206-368-5440
Fax: 206-364-6521
Email: cityhall@cityofLFP.gov
www.cityofLFP.gov



Councilmembers
Lorri Bodi
Tracy Furutani
Larry Goldman
Paula Goode
Jon Lebo
Semra Riddle
Ellyn Saunders

Date: March 17, 2024

TO: Honorable Deputy Mayor and Councilmembers

FR: City of Lake Forest Park Salary Commission

RE: Request for Deadline Extension

On February 2, 2024, members of the Lake Forest Park Salary Commission were appointed by City Council. The Salary Commission conducted its first meeting on March 11, 2024. Due to scheduling conflicts, the group was not able to meet prior to this date to begin our review. During our initial meeting, it was discussed and agreed upon that an extension of the deadline would be necessary to allow enough time for us to gather the relevant information, provide an opportunity for public comment, and provide a final recommendation to the City Clerk.

Lake Forest Park Municipal Code 2.30.030: "...The salary commission shall convene and determine the salaries and benefits paid to the mayor and the city council within 60 days of confirmation by the city council. The 60-day review and determination time may be extended upon request of the salary commission and approval by the city council."

Per this letter, we are requesting the deadline be extended through May 31, 2024, please.

If you have any questions, please let us know.

Michael Troyer

Michael Troyer (Mar 17, 2024 20:34 PDT)

Chair Michael Troyer

Date



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	March 28, 2024
Originating Department	Community Development Department
Contact Person	Mark Hofman, Community Development Director
Title	Resolution 24-1948/Creating a Temporary Policy Advisory Task Force for Climate Planning

Legislative History

- First PresentationMarch 28, 2024 – Regular Meeting

Attachments:

- Resolution 24-1948

Executive Summary

The city has been awarded a grant by the Department of Commerce in an amount not to exceed \$500,000 to assist with the climate planning policies and development regulations work needed to comply with the climate planning requirements of legislation passed in 2023 (HB 1181). The legislation added a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have a climate element with resilience and greenhouse gas emissions mitigation sub-elements.

This climate planning work is distinct and separate from the ongoing periodic update of the Comprehensive Plan, due by December 2024. Under GMA, Lake Forest Park is now required to complete the climate planning work by 2029. However, due to the grant funding award and opportunity, Lake Forest Park can move forward its obligation and begin the climate planning work at this time, through June 2025, under the scope of work and budget for the Climate Planning Grant.

Through the attached Resolution, there will be created the city’s Climate Policy Advisory Team to consist of nine volunteer members, to be filled by three (3) members of the Planning Commission, three (3) members of the Climate Action Committee, one (1) member of the Tree Board, and two (2) qualified interested residents. The Climate Policy Advisory Team would be supported by a liaison from the City Council, as well as an alternate. The primary purpose of the task force is to advise the city on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan.

Generally, the Climate Policy Advisory Team would meet once per month (schedule and dates to be determined), with special meetings as may be needed. The Climate Policy Advisory Team will be

administered by the Community Development Director, who will have the support of the Community Development and Public Works Departments, as well as a qualified climate planning consulting firm (to be determined subject to an RFQ process) performing the scope of work for the Climate Planning Grant.

The Climate Policy Advisory Team shall be disbanded when their primary purpose of advising on the creation of a climate element to the Comprehensive Plan is completed, likely in Summer or Fall of 2025.

Background

As part of the climate planning policies and development regulations update, several required deliverables were identified that fit within the timeline of the grant. Specifically included as Task 2.1 in the scope of work for the grant is:

- Form a Climate Policy Advisory Team

Section 2.22.020.C of the Lake Forest Park Municipal Code authorizes the creation of “task forces or committees” on a temporary or indefinite basis to deal with a specific policy area or issue. Such task forces may be created jointly by the Mayor and the Council. Scopes of work are subject to Council approval and the committee will be disbanded when its purpose has been achieved or terminated.

The city has not yet begun discussion and advertisement for interest, appointment, or confirmation procedures for the suggested task force. Review and direction from the City Council is first sought at introduction of the Resolution regarding the purpose, formation, make up and temporary basis, etc. as may be deemed appropriate. Candidates for confirmation by Council will be brought to a future meeting for consideration. .

In addition to the primary climate element and planning purpose of the task force, assistance with the following tasks is also anticipated:

- Explore climate impacts, identify community assets, and consider environmental justice;
- Audit existing plans and policies for climate gaps and opportunities;
- Assess vulnerability and risk;
- Pursue pathways to adapt/expand existing goals and identify policy co-benefits;
- Gather local greenhouse gas (GHG) emission and planning data;
- Inventory and estimate GHG emissions;
- Perform a vehicle mile travel (VMT) study;
- Establish emission reduction targets;
- Produce a final review draft of a climate element with resilience and greenhouse gas emissions goals and policies.

Fiscal & Policy Implications

Support of the Climate Policy Advisory Team will have minimal fiscal impact as it can be supported by existing staff and funds from the Climate Planning Grant.

Alternatives

Options	Results
<ul style="list-style-type: none">Authorize the creation of a Climate Policy Advisory Team.	The Climate Element Planning work will be supported by a broad advisory team of qualified members.
<ul style="list-style-type: none">Do not form a Climate Policy Advisory Team.	The full formation and review of the Climate Element Planning work will be assisted by efforts to coordinate with the Planning Commission and the Climate Action Committee.

Staff Recommendation

Review the draft Resolution and direct the Administration on any desired edits and/or additions. As may be amended, the Resolution would be returned to a future meeting of the City Council for further discussion and possible action to create the Climate Policy Advisory Team.

RESOLUTION NO. 24-1948

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, CREATING A TEMPORARY POLICY ADVISORY TASK FORCE FOR CLIMATE PLANNING

WHEREAS, the Administration and City Council are in agreement that climate change poses real hazards to the City of Lake Forest Park and its citizens; and

WHEREAS, the Administration and City Council recognize that many citizens of Lake Forest Park possess important expertise pertaining to the effects and mitigations of climate change; and

WHEREAS, Chapter 2.22 of the Lake Forest Park Municipal Code (LFPMC), Volunteer Commission System, provides in section 2.22.020.C for the creation of task forces or committees on a temporary or indefinite basis to deal with a specific policy area or issue; and

WHEREAS, under the Growth Management Act (GMA), the City of Lake Forest Park is required to perform a periodic update of its comprehensive plan by the end of 2024; and

WHEREAS, separate but related to the effort for the periodic update of the Comprehensive Plan, the City of Lake Forest Park is required to comply with the additional climate planning requirements of Washington State legislation passed in 2023 (HB 1181). The legislation adds a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have a climate element with resilience and greenhouse gas emissions mitigation sub-elements; and

WHEREAS, to assist with the climate planning policies and development regulations work needed to comply with GMA legislation, the State Legislature has provided essential funding available to local jurisdictions to help offset the burden and cost of compliance; and

WHEREAS, the Department of Commerce has awarded the City a grant of \$500,000 to assist with climate planning Comprehensive Plan policies and development regulations as required by the GMA; and

WHEREAS, Task 2.1 of the Scope of Work for the Commerce Climate Planning Grant includes formation of a Climate Policy Advisory Team; and

WHEREAS, the city seeks broad qualified community member advice on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lake Forest Park, as follows:

Section 1 CREATION OF CLIMATE POLICY ADVISORY TEAM. Pursuant to Section 2.22.020.C of the Lake Forest Park Municipal Code (LFPMC), the Mayor and City Council do jointly create a temporary task force, titled the Climate Policy Advisory Team. The function of the Climate

Policy Advisory Team is to act as a temporary task force advising on climate planning resulting in a new climate element added to the city’s Comprehensive Plan.

The Climate Policy Advisory Team will consist of up to nine volunteer members, nominated by the Mayor and confirmed by the City Council, to be filled by (up to) three (3) members of the Planning Commission, three (3) members of the Climate Action Committee, one (1) member of the Tree Board, and two (2) qualified interested residents. Each member will be appointed to a term consistent with the primary purpose and duration of the Climate Policy Advisory Team, likely through Summer or Fall, 2025.

The Climate Policy Advisory Team will internally select a chair and vice chair, will meet at least monthly, and all public meetings will be held in accord with the Open Public Meetings Act, Chapter 42.30 RCW. The City Council will appoint a Council Liaison and Alternate. The Climate Policy Advisory Team will be administered by the Community Development Director, who will have the support of the Community Development and Public Works Departments, as well as a qualified climate planning consulting firm performing the scope of work for the Climate Planning Grant.

Section 2. PURPOSE. The primary purpose of the task force is to advise the city on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan.

Section 3. DISBANDMENT. The Climate Policy Advisory Team may be disbanded jointly by the Mayor and City Council at any time.

Section 4. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

PASSED BY A MAJORITY VOTE of the members of the Lake Forest Park City Council this ____ day of _____, 2024.

APPROVED:

Tom French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.:



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	March 28, 2024
Originating Department	Community Development Department
Contact Person	Mark Hofman, Community Development Director
Title	Resolution 24-1946/Authorizing the Mayor to accept the Department of Commerce Climate Planning Grant

Legislative History

- First Presentation- March 7, 2024, Regular City Council Meeting
- Second Presentation- March 28, 2024, Regular City Council Meeting

Attachments:

1. Resolution 24-1946
2. Growth Management Services Climate Planning Grant 24-63610-213 (revised)

Executive Summary

The city has been awarded a grant by the Department of Commerce (“Commerce”) in an amount not to exceed \$500,000 (the “Grant”) to assist with the climate planning policies and development regulations work needed to comply with the climate planning requirements of legislation passed in 2023 (HB 1181). The legislation adds a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have a climate element with resilience and greenhouse gas emissions mitigation sub-elements.

At its March 7, 2024 meeting, the City Council asked that the Administration discuss with Commerce amendments to the scope of work language that would allow consideration of thermal impacts and the value of tree canopy under the Grant. The subsequent discussion with Commerce has resulted in amendments to the scope of work for the Grant that are included in the revised Grant attached. Amendments to the Grant have also been made to include coordination of branding, license to use materials, and revisions to end dates in the Scope of Work. Edits to the original Grant are highlighted.

This climate planning work is distinct and separate from the ongoing periodic update of the Comprehensive Plan, due by December 2024. Under GMA, Lake Forest Park is required to complete

the climate planning work by 2029. However, due to grant funding award and opportunity, Lake Forest Park can move forward its obligation and begin the climate planning work at this time, through June 2025.

The funds provided by this grant will complement the city’s limited funds available for this effort in the Community Development Department professional services budget.

The grant is effective from the date of execution through June 30, 2025, on a reimbursement basis.

Background

As part of the climate planning policies and development regulations update, several required deliverables were identified that fit within the timeline of the grant. Included in the Scope of Work for the grant is:

- Form a Climate Policy Advisory Team and engagement strategy that supports environmental justice;
- Explore climate impacts, identify community assets, and consider environmental justice;
- Audit existing plans and policies for climate gaps and opportunities;
- Assess vulnerability and risk;
- Pursue pathways to adapt/expand existing goals and identify policy co-benefits;
- Gather local greenhouse gas (GHG) emission and planning data;
- Inventory and estimate GHG emissions;
- Perform a vehicle mile travel (VMT) study;
- Establish emission reduction targets;
- Produce a final review draft of a climate element with resilience and greenhouse gas emissions goals and policies.

With grant funding awarded, and a grant contract with Commerce in place, the city would proceed with an advertised Request for Qualifications (RFQ) for professional consulting services to perform the climate planning scope of work, consistent with the budget, deliverables, and timelines.

Fiscal & Policy Implications

Acceptance of this grant would support the Community Development Department Professional Services budget, providing additional budget capacity.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none">• Authorize the Mayor to accept the grant on behalf of the city.	Costs for the Climate Planning work will be supported by the \$500,000 grant.

- Do not accept the grant.

The full cost of the Climate Planning work will be funded by the city.

Staff Recommendation

The Interagency Agreement and scope of work were revised pursuant to comments received from the first presentation at City Council on March 7. Following a review of the attached revised grant document, staff recommends that the council pass Resolution 24-1946, authorizing the Mayor to accept the Department of Commerce Climate Planning grant.

RESOLUTION NO. 24-1946

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN A GRANT AGREEMENT WITH THE WASHINGTON STATE DEPARTMENT OF COMMERCE FOR ASSISTANCE WITH CLIMATE PLANNING WORK REQUIRED UNDER THE STATE GROWTH MANAGEMENT ACT

WHEREAS, under the Growth Management Act (GMA), the City of Lake Forest Park is required to perform a periodic update of its comprehensive plan by the end of 2024; and

WHEREAS, separate but related to the effort for the periodic update of the Comprehensive Plan, the City of Lake Forest Park is required to comply with the additional climate planning requirements of Washington State legislation passed in 2023 (HB 1181). The legislation adds a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have a climate element with resilience and greenhouse gas emissions mitigation sub-elements; and

WHEREAS, to assist with the climate planning policies and development regulations work needed to comply with GMA legislation, the State Legislature has provided essential funding available to local jurisdictions to help offset the burden and cost of compliance; and

WHEREAS, the Department of Commerce has awarded the City a grant of \$500,000 to assist with climate planning Comprehensive Plan policies and development regulations as required by the GMA;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lake Forest Park, as follows:

Section 1 AGREEMENT. Authorizes the Mayor to sign the grant agreement, attached as Exhibit A, with the Department of Commerce for climate planning policies and development regulations work for compliance with GMA requirements.

Section 2. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

PASSED BY A MAJORITY VOTE of the members of the Lake Forest Park City Council this 28th day of March, 2024.

APPROVED:

Tom French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.:



Interagency Agreement with

City of Lake Forest Park

through

Growth Management Services

**Contract Number:
24-63610-213**

**For
2023-2025 Climate Planning Grant**

Dated: Date of Execution

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Face Sheet

Contract Number: 24-63610-213

**Local Government Division
Growth Management Services
2023-2025 Climate Planning Grant**

1. Contractor City of Lake Forest Park 17425 Ballinger Way NE Lake Forest Park, WA 98155		2. Contractor Doing Business As (as applicable) N/A	
3. Contractor Representative Mark Hofman Community Development Director 206-957-2824 mhofman@cityoflfp.gov		4. COMMERCE Representative Noelle Madera Climate Operations Team Lead 509-818-1040 noelle.madera@commerce.wa.gov PO Box 42525 1011 Plum St. SE Olympia, WA 98504	
5. Contract Amount \$500,000	6. Funding Source Federal: <input type="checkbox"/> State: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>		7. Start Date Date of Execution
8. End Date June 30, 2025			
9. Federal Funds (as applicable) N/A		Federal Agency: N/A ALN N/A	
10. Tax ID # N/A	11. SWV # 0018019-00	12. UBI # 601-140-623	13. UEI # N/A
14. Contract Purpose For the development of the Growth Management Act (GMA) climate change and resiliency element requirements related to the implementation of HB 1181.			
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work and Attachment "B" – Budget.			
FOR CONTRACTOR _____ <insert name>, <insert title> _____ Signature _____ Date		FOR COMMERCE _____ <insert name>, <insert title> _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	

Special Terms and Conditions

1. AUTHORITY

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

2. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

3. COMPENSATION

COMMERCE shall pay an amount not to exceed **five hundred thousand dollars (\$500,000)**, for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the attached Scope of Work and Budget.

4. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 24-63610-213. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Grant Start Date

COMMERCE will pay the Contractor for costs incurred beginning July 1, 2023, for services and deliverables described under this Agreement.

State Fiscal Year Payments

COMMERCE will reimburse Contractor for State Fiscal Year 2024 (July 1, 2023-June 30, 2024), and State Fiscal Year 2025 (July 1, 2024-June 30, 2025), based on the expenses incurred under this Contract.

Invoices and End of Fiscal Year

Invoices are due at a minimum of June 15, 2024 and 2025, if not submitted at more frequent intervals.

Final invoices for a state fiscal year may be due sooner than the 15th of June and Commerce will provide notification of the end of fiscal year due date.

The Contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

Line Item Modification of Budget

- A. Notwithstanding any other provision of this contract, the Contractor may, at its discretion, make modifications to line items in the Budget, hereof, that will not increase the line item by more than fifteen percent (15%).
- B. The Contractor shall notify COMMERCE in writing (by email or regular mail) when proposing any budget modification or modifications to a line item in the Budget (Attachments B) hereof, that would increase the line item by more than fifteen percent (15%). Conversely, COMMERCE may initiate the budget modification approval process if presented with a request for payment under this contract that would cause one or more budget line items to exceed the 15 percent (15%) threshold increase described above.
- C. Any such budget modification or modifications as described above shall require the written approval of COMMERCE (by email or regular mail), and such written approval shall amend the Project Budget. Each party to this contract will retain and make any and all documents related to such budget modifications a part of their respective contract file.
- D. Nothing in this section shall be construed to permit an increase in the amount of funds available for the Project, as set forth in Section 3 of this contract, nor does this section allow any proposed changes to the Scope of Work, include Tasks/Work Items and Deliverables under Attachment A, without specific written approval from COMMERCE by amendment to this contract.

5. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by COMMERCE and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

6. ENSURE COORDINATED CLIMATE COMMITMENT ACT BRANDING

COMMERCE received funding from Washington's Climate Commitment Act (CCA). To strengthen public awareness of how CCA funding is used, the Office of the Governor is directing state agencies that administer funding or manage a CCA-supported program to ensure consistent branding and funding acknowledgments are used in all communications and included in funding agreements and contracts. The "Climate Commitment Act" logo and funding acknowledgment make it easy for consumers and the public to see how the state is using CCA funds to reduce climate pollution, create jobs, and improve public health and the environment, particularly for low-income and overburdened populations.

The following provisions apply to all contractors, subcontractors, service providers and others who assist CONTRACTOR in implementing the climate planning grant.

Logo requirements. The CCA logo must be used in the following circumstances, consistent with the branding guidelines posted at climate.wa.gov/brandtoolkit.

- Any WA Department of Commerce climate planning grant website or webpage that includes logos from other funding partners.
- Any WA Department of Commerce climate planning grant media or public information materials that include logos from other funding partners.

Funding source acknowledgement. This standard funding language must be used on websites and included in announcements, press releases and publications used for media-related activities, publicity and public outreach.

"The WA Department of Commerce climate planning grant is supported with funding from Washington's Climate Commitment Act. The CCA supports Washington's climate action efforts by putting cap-and-invest dollars to work reducing climate pollution, creating jobs, and improving public health. Information about the CCA is available at www.climate.wa.gov."

7. **INSURANCE**

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

8. **LICENSE TO USE MATERIALS**

Notwithstanding any other terms of this Contract, Contractor hereby reserves and COMMERCE hereby grants to Contractor a non-exclusive, worldwide license to use, reproduce, publish, distribute, adapt, modify, publicly display, and make derivative works from any and all Materials developed pursuant to this Contract.

9. **FRAUD AND OTHER LOSS REPORTING**

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

10. **ORDER OF PRECEDENCE**

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget

General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Washington Department of Commerce.
- C. "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
 - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
 - ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and

iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

- B.** The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C.** Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority

prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management

practices.

- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E. All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. **WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Attachment A: Scope of Work

Greenhouse Gas Emissions Reduction Sub-Element and Climate Resilience Sub-Element

Section Steps, Tasks, and Deliverables	Description	End Date
Section 2: Climate Policy Creation	Initiate Project	03/2024 – 04/2024
Task 2.1	Form Climate Policy Advisory Team	
Task 2.2	Establish engagement strategy that supports environmental justice <i>Review Comprehensive Plan PPP and revise as needed</i>	
Deliverable 1	In-Progress Climate Element Workbook <i>Sections 2.1, 2.2 completed</i>	04/31/2024
Resilience Sub-Element Sec. 3, Step 1	Explore Climate Impacts	03/2024 – 04/2024
Task 3.1.1	Identify community assets, including environmental assets and environmental system benefits for climate impacts and resiliency.	
Task 3.1.2	Explore hazards and changes in the climate <i>Use UW's Climate Mapping for a Resilient Washington webtool, NOAA's Climate Resilience Toolkit, NOAA's Climate Mapping for Resilience and Adaptation tool, and WA DOC's climate website resources.</i>	
Task 3.1.3	Pair assets and hazards and describe exposure and consequences	
Task 3.1.4	Identify priority climate hazards. <i>Consider environmental justice</i>	
Deliverable 2	In-Progress Climate Element Workbook <i>Sections S3 Task 1.1, S3 Task 1.2, S3 Task 1.3, and S3 Task 1.4 completed</i>	04/31/2024

Resilience Sub-Element Sec. 3, Step 2	Audit Plans & Policies	03/24 – 05/24
Task 3.2.1	Review existing plans for climate gaps and opportunities, including environmental assets and environmental system benefits for climate impacts and resiliency. <i>Review Comprehensive Plan, Climate Action Plan, Town Center Plan, and Southern Gateway Subarea Plan</i>	
Task 3.2.2	Determine next step; for each climate hazard identified in Task 3.1.4, complete Climate Workbook questionnaire <i>Anticipate need to proceed to Step 3</i>	
Deliverable 3	In-Progress Climate Element Workbook <i>Sections S3 Task 2.1 and S3 Task 2.2 completed</i>	05/15/2024
Resilience Sub-Element Sec. 3, Step 3	Assess Vulnerability & Risk	05/2024 – 09/2024
Task 3.3.1	Assess sensitivity of community assets, including environmental assets and environmental system benefits for climate impacts and resiliency. <i>Select appropriate indicators and develop assessment rules, including composites for multiple indicators</i>	
Task 3.3.2	Assess adaptive capacity of community assets. <i>Select appropriate indicators and develop assessment rules, including composites for multiple indicators</i>	
Task 3.3.3	Characterize vulnerability of community assets <i>Establish composite, qualitative rating using sensitivity and adaptive capacity ratings</i>	
Task 3.3.4	Characterize risk of community assets <i>For med/high vulnerability assets</i>	
Task 3.3.5	Decide course of action <i>Meet with partners, stakeholders, and decision makers to accept risk or take action</i>	

Deliverable 4	In-Progress Climate Element Workbook <i>Sections S3 Tasks 3.1-3.3 and S3 Tasks 3.4-3.5 completed; documentation of applicable indicators/rules explained clearly</i>	09/15/2024
Resilience Sub-Element Sec. 3, Step 4	Pursue Pathways	08/2024 – 10/2024
Task 3.4.1	Adapt/expand existing goals where possible and develop new goals where needed	
Task 3.4.2	Adapt/expand existing policies where possible and develop new policies where needed	
Task 3.4.3	Identify policy co-benefits	
Deliverable 5	In-Progress Climate Element Workbook <i>Section S3 Tasks 4.1-4.3 completed</i>	10/15/2024
Resilience Sub-Element Sec. 3, Step 5	Integrate Goals & Policies	08/2024 – 03/2025
Task 3.5.1	Review and finalize resilience goals and policies	
Task 3.5.2	Consult with partners and stakeholders	
Deliverable 6	Completed Climate Element Workbook <i>Section S3 Step 5 completed</i>	03/31/2025
GHG Sub-Element Sec. 4, Step 1	Gather Local GHG Emission and Planning Data	03/2024 – 01/2025
Task 4.1.1	Obtain data from comprehensive plan update team	
GHG Sub-Element Sec. 4, Steps 2 & 3	Inventory and Estimate Greenhouse Gas Emissions	03/2024 – 01/2025
Task 4.2.1	Complete “Questions to guide a Greenhouse Gas Emissions Estimate”	
Task 4.3.1	Collect and evaluate current data from likely GHG emission sources	
Task 4.3.2	Acquire relevant VMT data	

Task 4.3.3	Develop baseline data for current VMT and associated GHG emissions	
Task 4.3.4	Travel market assessment	
Deliverable 7	In-Progress Greenhouse Gas Emissions Reduction Worksheet <i>Emissions Source, Value/Percentage, Statewide Percentage, and Rank columns completed</i>	01/15/2025
Deliverable 8	VMT Study	01/15/2025
GHG Sub-Element Sec. 4, Step 4	Emission Reduction Targets	01/25 – 02/2025
Task 4.4.1	Consult with partners, stakeholders, and decision makers	
Task 4.4.2	Set initial emission reduction targets for each GHG emission source	
Task 4.4.3	Set VMT reduction targets	
Deliverable 9	Completed Greenhouse Gas Emissions Reduction Worksheet <i>Initial GHG Emission Reduction Targets completed</i>	02/15/2025
GHG Sub-Element Sec. 4, Step 5	Develop Goals and Policies	02/25 – 03/25
Task 4.5.1	Select GHG emission reduction measures; incorporate VMT reduction targets	
Task 4.5.2	Identify monitoring plan and reporting mechanism	
Deliverable 10	Draft Goals & Policies	03/31/2025
Review and Adoption	Public Review and Decision Process	03/2025 – 06/2025
Task 5	Planning Commission and City Council Meetings	03/2025 – 06/2025
Final Deliverable Deliverable 11	Final Review Draft of Climate Element with Resilience and Greenhouse Gas Emissions goals and policies	06/30/2025

Attachment B: Budget

Deliverables		Commerce Grant Funds
1	In-Progress Climate Element Workbook <i>Sections 2.1, 2.1 completed</i>	\$10,000
2	In-Progress Climate Element Workbook <i>Sections S3 Task 1.1, S3 Task 1.2, S3 Task 1.3, and S3 Task 1.4 completed</i>	\$20,000
3	In-Progress Climate Element Workbook <i>Sections S3 Task 2.1 and S3 Task 2.2 completed</i>	\$20,000
4	In-Progress Climate Element Workbook <i>Sections S3 Tasks 3.1-3.3 and S3 Tasks 3.4-3.5 completed</i>	\$30,000
5	In-Progress Climate Element Workbook <i>Section S3 Tasks 4.1-4.3 completed</i>	\$50,000
6	Completed Climate Element Workbook <i>Section S3 Step 5 completed</i>	\$30,000
7	In-Progress GHG Emissions Reduction Worksheet <i>Emission Source, Value/Percentage, Statewide Percentage, and Rank columns completed</i>	\$60,000
8	VMT Study	\$100,000
9	Completed GHG Emissions Reduction Worksheet <i>Initial GHG Emission Reduction Targets completed</i>	\$20,000
10	Draft Goals and Policies	\$60,000
11	FINAL: Review Draft of Climate Element with Resilience and GHG Emissions Goals & Policies	\$100,000
Total		\$500,000



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	March 28, 2024
Originating Department	Public Works Department
Contact Person	Cory Roche, Environmental & Sustainability Specialist
	Jeffrey Perrigo, Director of Public Works
	Phillip Hill, City Administrator
Title	Resolution 24-1947/Adopting the Lakefront Park Preferred Concept Design Plan

Legislative History

- Prior Related Action on Purchase – adoption of Resolution 1757, December 12, 2019 (MOU with Forterra); adoption of Resolution 1816, November 4, 2021(interfund loan for purchase); and adoption of Resolution1820, November 4, 2021(purchase and sale agreement with Forterra)
- Prior Related Action on Lakefront Park Concept Design – consultant contract award – June 22, 2023, Regular City Council Meeting; presentation of updates to Council – November 9, 2023, February 8, 2024, March 7, 2024
- First presentation – March 7, 2024, Special Council meeting
- Second presentation – March 25, 2024, Committee of the Whole meeting
- Third presentation – March 28, 2024, Regular Council meeting

Attachments:

1. Resolution 24-1947/Adopting the Lakefront Park Preferred Concept Design Plan
2. March 7, 2024 PowerPoint Presentation to City Council

Executive Summary

The City hired DCG-Watershed (the “Consultant”), June 22, 2023, for assistance on the Lakefront Park Improvements design, engineering, environmental review, and permitting project. Since then, the

Consultant has worked with the City to provide opportunities for public input on preferred concept design alternatives through a community survey, two public open houses, and coordination with the Parks and Recreation Advisory Board. Through this process, a preferred concept design plan has been developed and is proposed for adoption by Council Resolution. Adoption of the preferred concept is necessary for the next phase of the project, which is schematic design and future grant applications that require detailed costs. To get to this preferred concept design, the Consultant evaluated survey data, community input, regulatory and site information, grant requirements, and City feedback. The Consultant also reviewed recommendations from the Parks and Recreation Advisory Board, Muckleshoot Indian Tribe, and Snoqualmie Indian Tribe.

The following preferred concept design reflects input received:

Pending Design Question	PRAB recommendation
1. Parking Options	Minimal parking to include required ADA spaces, adequate load/unload spaces, and several permit-only spaces related to use of the building.
2. Lyon Creek Preserve Options	Restore to forested buffer with low understory plants to preserve views.
3. Beach Options	All beach
4. Lakefront Shelter Options	Balanced design – useful for the purpose, but not ornate
5. Play Area Options	Nature inspired, but with a strong focus on an actual play area useful to kids year-round
6. Community Dock Options	All-activity dock, including exploring the addition of a swim float.



The Snoqualmie Indian Tribe noted they would prefer the more forested option for replanting of Lyon Creek Preserve, the Consultant will look at adjusting this to a more forested replanting while keeping in mind the community’s consensus of open meadow and future maintenance.

Background

In April 2023, City staff solicited consultant proposals for design, engineering, environmental review, and permitting for improvements at the future Lakefront Park property that the City purchased in November 2021, located at 17345 and 17347 Beach Dr. SE (Lakefront Park lots). The consultant, DCG-Watershed, was selected after a thorough Request for Qualification (RFQ) process that included a 5-member panel scoring and interviewing the candidates, along with checking qualified references.

The City Council has discussed the need to provide active recreation and public access (non-motorized) to Lake Washington in future property acquisitions. Purchase of the Lakefront Park lots facilitates these goals and provides for a potential small indoor community gathering area as well. Now that acquisition has been completed, the design and development for the Lakefront Park lots are the next step to fill a large gap in the Lake Forest Park community’s recreation needs.

Fiscal & Policy Implications

Adoption of the Lakefront Park Preferred Concept Design Plan will allow the consultant to proceed with the schematic design review and allow the City to seek out grant opportunities. Washington State Recreation and Conservation Office (RCO) funding applications are due May 1, 2024.

Alternatives

Options	Results
<ul style="list-style-type: none">Adopt the Lakefront Park Preferred Concept Design Plan	Will continue to be on track with the consultant’s scope of work timeline and allow the City to remain eligible to apply for grant funding this spring
<ul style="list-style-type: none">Do not adopt the Lakefront Park Preferred Concept Design Plan	City will likely not be able to apply for RCO grant funding May 1, and there will be delays receiving the schematic design

Staff Recommendation

Pass Resolution 24-1947 adopting the Lakefront Park Preferred Concept Design Plan.

RESOLUTION 24-1947
EXHIBIT A
Page 1

Section 9, ItemB.



Pending Design Question	PRAB recommendation
1. Parking Options	Minimal parking to include required ADA spaces, adequate load/unload spaces, and several permit-only spaces related to use of the building.
2. Lyon Creek Preserve Options	Restore to forested buffer with low understory plants to preserve views.
3. Beach Options	All beach
4. Lakefront Shelter Options	Balanced design – useful for the purpose, but not ornate
5. Play Area Options	Nature inspired, but with a strong focus on an actual play area useful to kids year-round
6. Community Dock Options	All-activity dock, including exploring the addition of a swim float.

RESOLUTION NO. 24-1947

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, ADOPTING THE LAKEFRONT PARK PREFERRED CONCEPT DESIGN PLAN

WHEREAS, promoting community vitality and a healthy environment are goals of the Lake Forest Park City Council's Strategic Plan; and

WHEREAS, adding public water access for residents is a top priority of the City's Parks, Recreation, Open Space, & Trails Plan; and

WHEREAS, the City acquired real property in November 2021 located at 17345 & 17347 Beach Drive Northeast for future use as a public park and open space with recreation elements and access to the water; and

WHEREAS, with the assistance of DCG-Watershed, community input was received through a community survey, two public open houses, and coordination with the Parks and Recreation Advisory Board; and

WHEREAS, DCG-Watershed has prepared a preferred concept design plan for the Lakefront Park.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lake Forest Park, as follows:

Section 1. ADOPTION. The City Council hereby adopts the Lakefront Park Preferred Concept Design Plan attached hereto as Exhibit A.

Section 2. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

PASSED BY A MAJORITY VOTE of the members of the Lake Forest Park City Council this 28th day of March, 2024.

APPROVED:

Thomas French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.:

Lake Forest Park Lakefront Improvements

Design, Engineering, Environmental, and Permitting

D|C|G WATERSHED

Schedule overview

Notice to Proceed received July 11, 2023

Predesign (July to October):

- Data Collection
- Site Analysis
- Early Engagement

Concept Design (October to January 2024):

- Design programming
- Alternatives development
- Feasibility analysis
- Permit mapping
- Cost estimation

Council Update
11/9/2023

Alternatives Analysis (January 2024 to March):

- Presentation of alternatives
- Refinement
- Selection of preferred design

Council Update
3/7/2024

Schematic Design (March to June):

- Advance preferred design
- Preparation and delivery of schematic design package

End of current phase 1 contract

Early works demolition – *March to December 2024*

Design Development – *targeting Notice to Proceed in June 2024*

Progress report

Concept Design (October to January 2024):

- **Design programming**
- Alternatives development
- Feasibility analysis
- Permit mapping
- Cost estimation

Completed:

Evaluate survey data, community input, regulatory and site information, grant requirements, and city feedback

Identify potential park program of site uses, facilities, amenities

Progress report

Concept Design (October to January 2024):

- Design programming
- **Alternatives development**
- **Feasibility analysis**
- **Permit mapping**
- **Cost estimation**

Completed:

Using informed approach, explore design scenarios for program implementation

Explore regulatory and permit implications to potential design scenarios

Design, vet, redesign

Refine to strong array of feasible options and send for outside pricing

Comprehensive cost review, refine design to target cost range

Progress report

Alternatives Analysis (January 2024 to March):

- **Presentation of alternatives**
- Refinement
- Selection of preferred design

Completed:

Continued community engagement

- Online open house, listserv sign up
- Outreach – social media, email, postcards, eNews

Presentation of design options

- Overview to city staff 1/18
- Presentation to PRAB 1/23 (meeting summary in Council packet)

Presentation at community workshop

- In-person workshop 2/21
- Online survey to collect community preferences open from 2/20 – 3/6

Ongoing Promotions

Website

- ~2,500 unique visitors (~780 on 11/9)
- 172 individuals on listserv (96)

Postcard mailings: 2 mailings to 4,733 homes

Enews: citywide distribution

Engagement surveys (684 total responses)

- Predesign: 496 responses
- Workshop 1 recap: 7 responses
- Workshop 2: 181 responses

LAKE FOREST PARK

LAKEFRONT PARK



You can shape the vision for Lake Forest Park's public lakefront.

The Lake Forest Park Mayor and City Council have established improving public waterfront access as a high priority. This project was identified as a high priority in the City's Parks, Recreation, Open Space and Trails (PROST) plan.

The City of Lake Forest Park has acquired 2 parcels, totaling 1.91 acres, on the shores of Lake Washington. This land is located near the Town Center, Burke-Gilman Trail, and adjacent to the scenic Lyon Creek Waterfront Preserve. As of now, the City lacks public water access, and this project aims to provide the community with active water recreation opportunities in a beautiful area.

This multi-year effort requires community participation and input. Look out for opportunities to get involved or sign up at the website below to receive email updates.

lfplakefrontpark.com

LAKE FOREST PARK

LAKEFRONT PARK

You can shape the vision for Lake Forest Park's public lakefront.


The city and its consultants are embarking on the design of a new public waterfront that will feature expanded park and community space.

Visit the website to find out more and to learn how you can participate in the design and planning process.

lfplakefrontpark.com




Section 9, ItemB.



Top: City map showing project location and adjacent water, pedestrian, and bicycle routes. Bottom: Aerial photo of project location facing east.

Estimated Project Schedule

2023	2024	2025	2026
7 8 9 10 11 12	1 2 3 4 5 6 7 8 9 10 11 12	1 2 3 4 5 6 7 8 9 10 11 12	1 2 3 4 5 6 7 8 9
DATA COLLECTION			
ENGAGEMENT & PREDESIGN			
DESIGN ALTERNATIVES & REFINEMENT			




[Welcome](#) [Background](#) [Virtual Tour](#) [City Website](#) [Calendar & Events](#)

Welcome to the lakefront improvement project online open house website!

LAKE FOREST PARK

LAKEFRONT PARK PROPERTY



A new community space and park is coming to the city's lakefront.

Virtual Community Workshop: Survey is now open!

The community survey for the second Community Workshop is now open. The in-person meeting will take place Wednesday, DCG/WATERSHED | LAKE FOREST PARK LAKEFRONT

The second Community Workshop for the Lakefront Improvements Project is available in both in-person and virtual formats.

In this workshop, community members will have the opportunity to provide input on the design of the new public waterfront.

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Select Language |

Presentation of Design Options

Parks and Recreation Advisory Board

- Jan 23, 2024, 2 hr in-person meeting (hybrid option)
- Presentation with interactive exercises
- Attended by all members of PRAB
- Summary of discussion included in PRAB notes
- PRAB came to consensus on preferred design February 28, recommendation memo sent to Council on March 6

Community Workshop 2

- Feb 21, 2024, 2 hr in-person meeting
- Open house format with interactive exercises
- 87 participants signed in
- Data collection via online survey
 - Survey open 2/20 – 3/6/2024
 - 181 responses

Presentation of Design Options

PRAB Meeting

Jan 23, 2024, 2 hr in-person meeting (hybrid option)

Presentation with interactive exercises

Attended by all members of PRAB

Summary of discussion included in PRAB notes and posted to project website

PRAB recommendation provided to Council

City of Lake Forest Park
Parks & Recreation Advisory Board

Memo

To: Lake Forest Park City Council
From: Parks and Recreation Advisory Board
cc: Cory Roche

Background:

The Parks and Recreation Advisory Board (PRAB) has been honored to be a part of the project to create a new park in the city. At this stage, we have been asked to review and discuss several open design questions and provide our recommendations to the City Council. The city has held two design open houses for community members to attend, as well as two online surveys. The most recent open house and survey provided much community input regarding the pending design questions. Additionally, members of the PRAB have discussed those questions with their own networks of local community groups and PTA's.

Summary:

Pending Design Question	PRAB recommendation
1. Parking Options	Minimal parking to include required ADA spaces, adequate load/unload spaces, and several permit-only spaces related to use of the building.
2. Lyon Creek Preserve Options	Meadow
3. Beach Options	All beach
4. Lakefront Shelter Options	Balanced design – useful for the purpose, but not ornate
5. Play Area Options	Nature inspired, but with a strong focus on an actual play area useful to kids year-round
6. Community Dock Options	All-activity dock, including exploring the addition of a swim float.



Details:

A note on community input: The PRAB found the survey responses to be very helpful in identifying what is important to the residents of the city. We read all of them and discussed themes and concerns. While we cannot address every comment raised, we really appreciate the time and effort that respondents took to share their views.

1. Parking

We would like to begin by recognizing that parking is a huge issue for this park. Based on the park size and location, no design scenario will provide adequate parking within the park for the busiest days. The city will need to rely on the parking spaces available near City Hall as the primary parking. Another aspect of this project is to improve the pedestrian experience on the walk between that parking area and the park, including sidewalks, curbs, and signage.

The park will need some on-site parking spots, but we suggest those be kept to a minimum:

- Accessible parking spaces to accommodate our park users with such needs (and to comply with state law).
- Several short-term load/unload sites, to allow for loading of people, picnic supplies, human powered watercraft, etc., and to minimize the need to carry such things across Bothell Way.
- A few permitted spaces for building users, which may include city or police staff, program/service providers, etc.

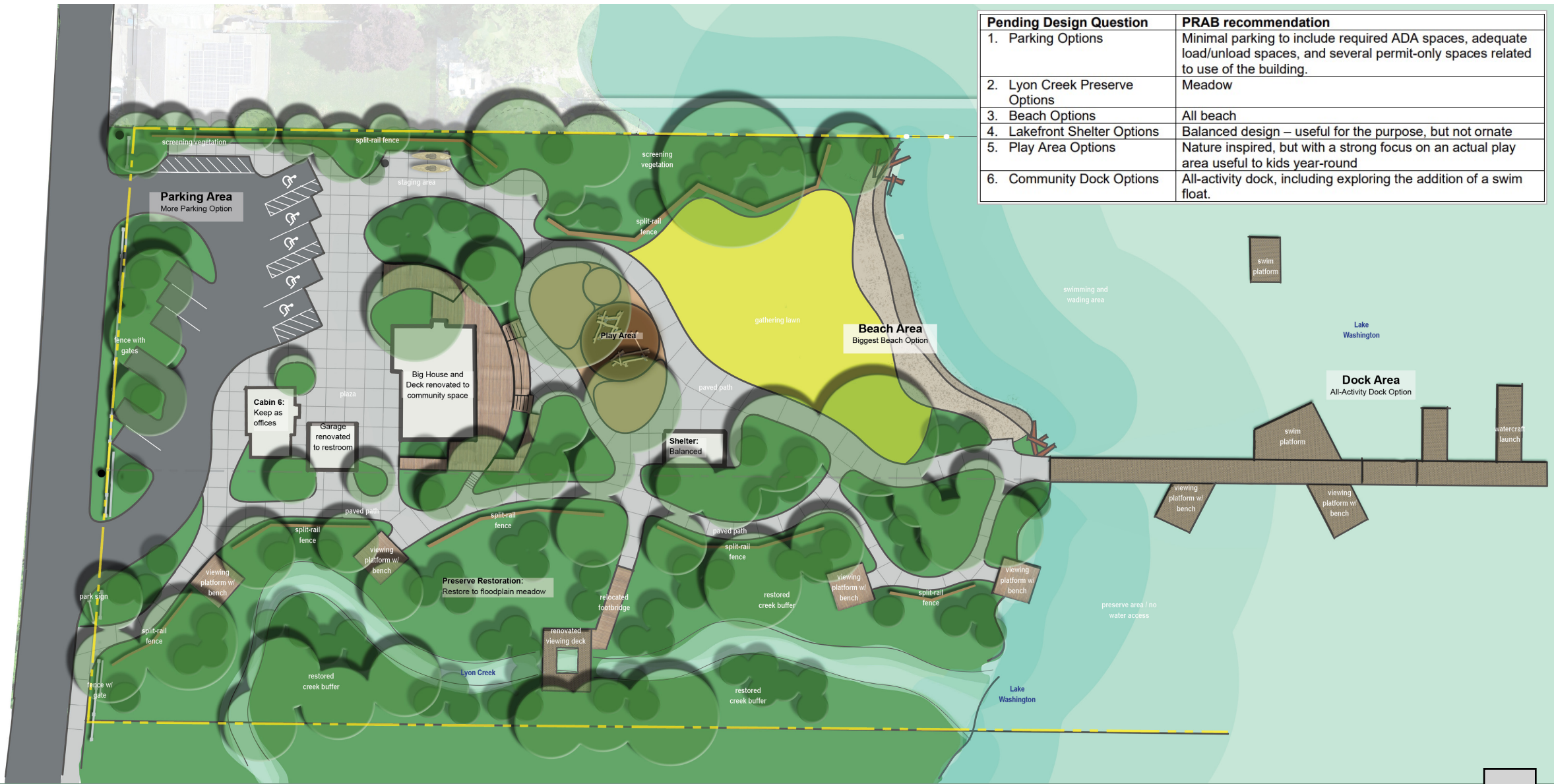
Another design option included a few more long-term, non-permitted parking spaces by removing green space and one of the smaller cabins. After much discussion, the PRAB does not recommend that option. On balance, we expect the presence of such "general use" parking spaces will increase traffic circulation through the park as drivers look for parking. That could lead to unwanted parking on the neighborhood street of Beach Drive when the small number of spaces are full. We also want to be mindful of the increased vehicle traffic in the area with more park users visiting the park.

Community input leaned toward the "more parking" option, but on our review of the comments, we believe our suggestion of "minimal parking" plus dedicated accessible, loading, and permitted spaces will meet those needs. The PRAB also recommends this option to encourage and support alternative means of travel which connect with this park well, including bikes, transit, and walking.

2. Lyon Creek Preserve

Primary consideration is to do what is best for the health of the creek. Between the forest option and meadow option, we support both but have a preference for the meadow. Public opinion was evenly split on this question, but we believe the meadow option is an uncommon area for our downtown parks, while forested spaces are more common. For purposes of variety, the PRAB recommends the meadow option. The community input also leaned in favor of the

Recommended design based on PRAB recommendation



Pending Design Question	PRAB recommendation
1. Parking Options	Minimal parking to include required ADA spaces, adequate load/unload spaces, and several permit-only spaces related to use of the building.
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Presentation of Design Options

Community Workshop 2

Feb 21, 2024, 2 hr in-person meeting

Open house format with interactive exercises

87 participants signed in, est. 100 attendees

Great engagement with design team; good questions, ideas, and feedback

Data collection via online survey

Survey open 2/20 – 3/6/2024

181 responses



Community Workshop 2 Survey Results

Community feedback and trends

Aligns with PRAB recommendation

Polling on design options:

More parking (60.7%), rather than minimum parking (39.3%).

- Load and unload zones are critical.
- Operational limitations should be used to influence parking behaviors, such as to discourage parking for Burke Gilman Trail and Civic Club.
- Encourage travel by biking, walking, and transit.
- Safety and logistics of crossing from City Hall to the park are a concern.

Aligns with PRAB recommendation

Open planting is preferred (61.3%) to forested (38.7%).

- Planting and restoration in Lyon Creek Waterfront Preserve should be driven by environmental factors.
- Maintenance of planting is a key concern.

Community Workshop 2 Survey Results

Community feedback and trends

Aligns with PRAB recommendation

Polling on design options:

A larger beach is preferred (60.8%) to a smaller beach with launch area (39.2%).

- Many respondents commented on the value of a separate launch, the logistics of paddle crafts considering parking limitations, and the pros and cons of lawns.
- Some reduction of lawn is supported over what is shown in the design.

Aligns with PRAB recommendation

A balanced picnic shelter design (48.9%) is preferred to a simple or showpiece design (41.4%, 9.7%, respectively).

- Covered space and amenities like running water, seating, and electricity are desired.
- Art integration should be considered.

Community Workshop 2 Survey Results

Community feedback and trends

Aligns with PRAB recommendation

Polling on design options:

Nature-inspired play (72.2%) over a natural materials play area (16.1%) or big timber play structure (11.7%).

- A formal playground is a priority need among respondents.
- Play area should be as large as is feasible and appropriate for the area proposed.
- The play structure should feature many activities and serve all ages (younger and older kids) and all abilities (accessible play features).
- Other opportunities for nature play and engagement with nature should be incorporated throughout the park.

Aligns with PRAB recommendation

Slight preference for the all-activity dock (51.2%) over the modest dock (48.8%), but the community is divided.

- Community members are divided on the appropriateness of boats and fishing in the park.
- Several comments mentioned more specific delineation of the swimming area or containment of the swimming area.

Community Workshop 2 Survey Results

Community feedback and trends

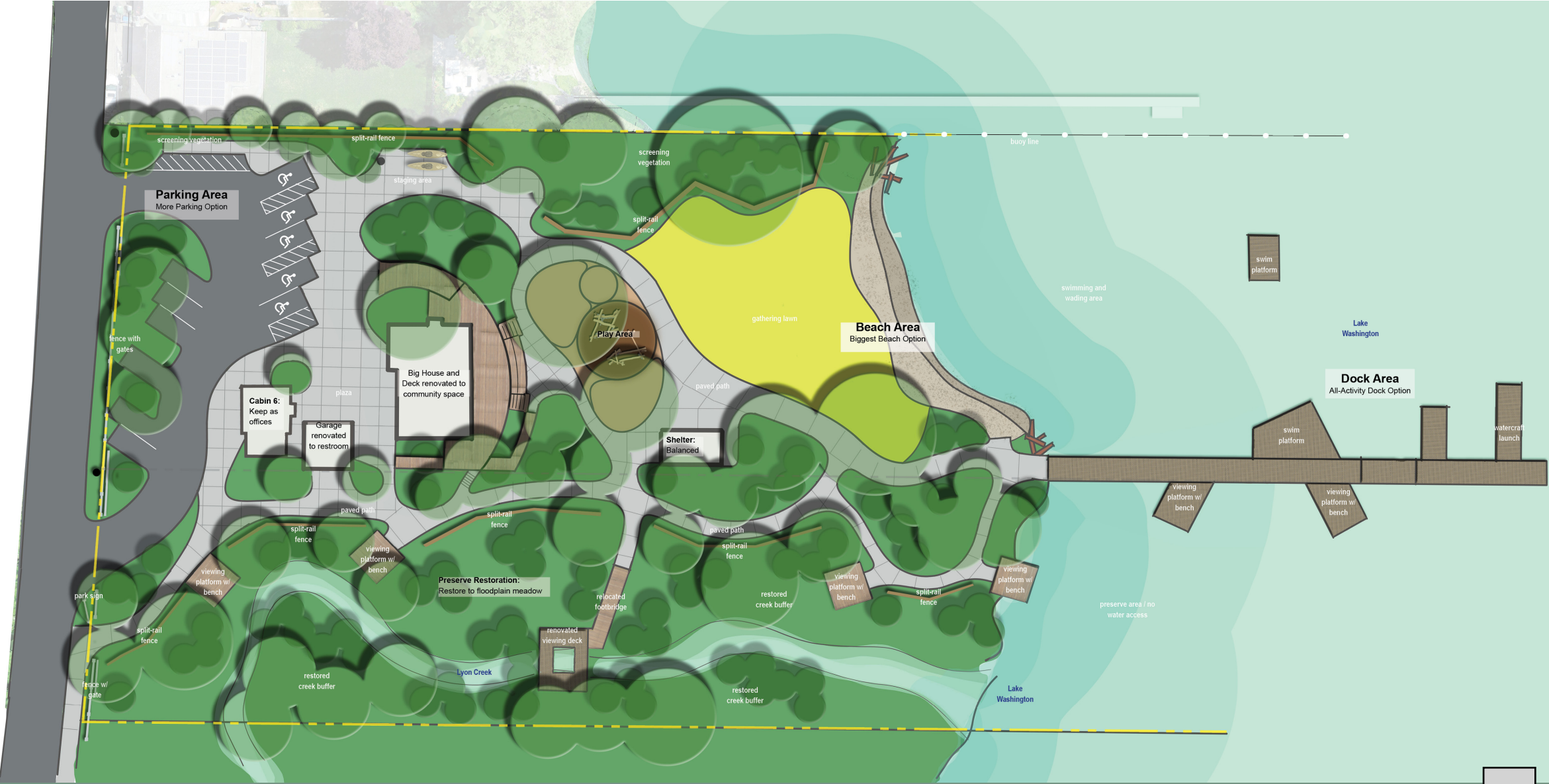
Recurring themes from community feedback:

1. **Prioritize environmental protection, preservation, and restoration.**
2. **Provide a robust playground amenity** that includes multiple activities and serves a wide range of ages and abilities.
3. **Design to minimize maintenance and long-term operating costs.**
4. **Accommodate a wide array of recreational opportunities within the park.**
5. **Community members are concerned about parking capacity and logistics.** Many respondents advocated for no parking beyond required minimums, and many advocated for even more parking than is shown in the proposed designs. Parking lot should provide adequate unloading/drop-off areas no matter how much parking is provided.
6. **Cost is a concern.** Value and return on investment should be prioritized; maintenance and operational cost should be considered.

Recommended design based on community poll

Aligns with PRAB recommendation

Section 9, ItemB.



Synthesis of Design Recommendations

Design options selected by the PRAB align with the community preferences gleaned from the survey.

Selected design options include both higher and lower cost options, but generally tend towards the middle.

Based on the early pricing exercise, a planning cost estimate for the recommended design is \$7.65M

Other feedback received from the community and PRAB will be integrated into the final design as the project moves forward.

Specifically, this feedback will inform:

- Design refinements
- Details and specifications
- Cost management

Relative Costs

- Construction + burdened, escalated to 2026 dollars
- 20% cost contingency assumed
- Owner costs estimated at +40.2% of construction costs, includes design, engineering, jurisdictional and permit fees, sales tax, inspection, administration, owner contingency, and other items.
- Est. total cost with owner costs = \$10.7M (est. in 2026 dollars, includes consultant fees already billed in 2023/2024)
- Selected design will be repriced in Schematic Design (April)

**PRAB & Community
\$7.65M Construction**

Other efforts to advance the project, such as early works demolition, are also included in this cost



Table 1. Lakefront Park Regulatory Risk Summary

Project Components	Description/Location		Shoreline/Critical Area Constraints	LFP Regulatory Implications	State/Federal Regulations	Risk Summary
	Option 1	Option 2				
Early Demo	<ul style="list-style-type: none"> Demolish Cabins 1-6. Retain masonry wall along eastern property line. 	<ul style="list-style-type: none"> Demolish Cabins 1-5. Retain masonry wall along eastern property line. 	Partially within shoreline jurisdiction and overlapping stream/wetland buffers.	<ul style="list-style-type: none"> Demolition of structures will be permitted. The side yard setback of 5' is to remain free of structures; however, the existing wall can remain and be repaired, but cannot be enlarged. 	N/A	Both options appear feasible, though the condition of the existing wall may dictate the ability to retain it.
Parking	<ul style="list-style-type: none"> Create ingress/egress from Beach Dr NE. Create parking for approx. 15 vehicles, including 5 ADA Spaces in the northern portion of the site. 	<ul style="list-style-type: none"> Create ingress/egress from Beach Dr NE Create approx. 5 ADA parking spaces with a drop-off/loading zone in the northern portion of the site. 	The majority of access/parking is located within shoreline jurisdiction and within overlapping stream/wetland buffers.	<ul style="list-style-type: none"> Parking is permitted in both the UC and SR environments. Parking is to be limited to the minimum necessary. Structures must be setback at least 25' from the adjacent residential parcel*. 	N/A	It appears that parking areas have been positioned as far from the lake and stream/wetland, as feasible. City Planning should confirm whether parking spaces and/or the staging area/walkways can be placed within 25' of the adjacent residential parcel.
Preserve	<ul style="list-style-type: none"> Preserve existing viewing platform. Relocate existing bridge over Lyon Creek. Add grated decking to the bridge and viewing platform. Reconfigure trails north of the stream. Remove trails south of the stream. Remove fence along north preserve boundary. 	<ul style="list-style-type: none"> Same as Option 1. 	Partially within shoreline jurisdiction; fully within overlapping wetland/stream buffers.	<ul style="list-style-type: none"> Stream crossings are permitted, and relocation of the existing bridge would be allowed. Trail reconfiguration in the UC environment will require a Shoreline CUP. Clearing and grading in the UC environment requires a Shoreline CUP. Grading within the floodplain must not result in an increase of fill. 	<ul style="list-style-type: none"> WA Dept. of Fish and Wildlife approval will be needed for the proposed bridge relocation and/or any resurfacing of the bridge. Grading within the floodplain may require approval from FEMA. 	Proposed modifications to the Preserve appear feasible, though a Shoreline CUP will likely be required. This same permit was required for previous improvements to the Preserve and will also likely be necessary for implementation of some components within other areas of the park.
Big House	<ul style="list-style-type: none"> Preserve and renovate the Big House. Renovate, and reduce the size of the existing garage structure to become a bathroom building. 	<ul style="list-style-type: none"> Same as Option 1, except with a further reduced bathroom size. 	Fully within shoreline jurisdiction and overlapping wetland/stream buffers.	<ul style="list-style-type: none"> Existing structures can be repaired. Expansion of structures can occur if nonconformities are not further increased. Wetland and stream buffer provisions likely allow added flexibility to expand existing structures and/or add new structures elsewhere within buffers. Utilities (accessory) require a Shoreline CUP in the UC environment. 30' height limit in the UC and SR environments. 	N/A	Repair (or reduction in size) of existing structures would be straightforward. Expansion would only be allowed if it is determined that there is no option with less impact (Option 2 is less impactful) and that adequate mitigation is provided. City Planning should be consulted prior to detailed design.

Project Components	Description/Location		Shoreline/Critical Area Constraints	LFP Regulatory Implications	State/Federal Regulations	Risk Summary
	Option 1	Option 2				
Deck	<ul style="list-style-type: none"> Renovate, and significantly expand, the deck adjacent to the Big House. 	<ul style="list-style-type: none"> Renovate, and modestly expand, the deck adjacent to the Big House. 	Fully within shoreline jurisdiction and overlapping wetland/stream buffers.	<ul style="list-style-type: none"> Existing structures can be repaired. Expansion of structures can occur if nonconformities are not further increased. Wetland and stream buffer provisions likely allow added flexibility to expand existing structures within buffers. 	N/A	Expansion would only be allowed if it is determined that there is no option with less impact (Option 2 is less impactful) and that adequate mitigation is provided. City Planning should be consulted prior to detailed design.
Staging & Play Area	<ul style="list-style-type: none"> Create impervious pathways/areas and a nature-based play area within the central/eastern portion of the site. 	<ul style="list-style-type: none"> Same as Option 1. 	Fully within shoreline jurisdiction and overlapping wetland/stream buffers. Partially within shoreline setback.	<ul style="list-style-type: none"> Public access can be allowed within the shoreline setback. Impacts within the wetland/stream buffer can be allowed in some circumstances. 	N/A	Improvements would only be allowed if it is determined that there is no option with less impact and that adequate mitigation is provided. City Planning should be consulted prior to detailed design.
Shelter	<ul style="list-style-type: none"> Renovate the existing enclosed cabin into an open-air picnic pavilion structure in the central portion of the site, using the same footprint as the existing structure. Impervious concrete paths and apron will be added around structure. 	<ul style="list-style-type: none"> Renovate and either increase or decrease the footprint of the structure. 	Fully within shoreline jurisdiction and overlapping wetland/stream buffers. Outside of shoreline setback.	<ul style="list-style-type: none"> Existing structures can be repaired. Expansion of structures can occur if nonconformities are not further increased. Wetland and stream buffer provisions likely allow added flexibility to expand existing structures and/or add new structures elsewhere within buffers. Utilities (accessory) require a Shoreline CUP in the UC environment. 30' height limit in the UC and SR environments. 	N/A	Repair (or reduction in size) of existing structures would be straightforward. Expansion would only be allowed if it is determined that there is no option with less impact (part of Option 2 is less impactful) and that adequate mitigation is provided. City Planning should be consulted prior to detailed design.
Dock	<ul style="list-style-type: none"> Remove both existing docks, construct one large dock near the middle of the site. Dock to include multiple ells for viewing/swimming access. The end of the dock will feature an ADA kayak launch. Viewing access will occur on the south side (preserve side) of the dock only. Water-based uses (swimming, personal watercraft launching, fishing will occur on the north side (non-Preserve side) of dock only. 	<ul style="list-style-type: none"> Smaller dock with fewer ells, ADA kayak launch. Swim float located north of dock. 	Within Lake Washington.	<p><u>Dock:</u> Public docks are not well-envisioned by the SMP:</p> <ul style="list-style-type: none"> Maximum size = 1,000 SF Maximum dock length = 120' Maximum walkway width = 4' All fingers/ells must be located more than 30' from the OHWM. Max. for first finger/ell = 26' x 6' Second finger maximum width of 2'. All piles must be 18' apart. All decking must be fully grated. <p><u>Float:</u></p> <ul style="list-style-type: none"> Recreational float requires a Shoreline CUP in both environments. 	<p>Required approvals:</p> <ul style="list-style-type: none"> US Army Corps of Engineers (Corps) Section 10/404 approval, including Endangered Species Act review with the Federal Fisheries Services. WA Dept. of Ecology (Ecology) Section 401 approval. WA Dept. of Fish and Wildlife (WDFW) approved. The structure must be the minimum size necessary to 	The Alternative Design option may allow for the desired dock size/configuration, provided the proposed pier was not larger than the combined size of the two existing piers. Otherwise, a Shoreline Variance would be required in order to deviate from any of the dimensional standards.

Project Components	Description/Location		Shoreline/Critical Area Constraints	LFP Regulatory Implications	State/Federal Regulations	Risk Summary
	Option 1	Option 2				
				<ul style="list-style-type: none"> Recreational float can be no greater than 100 SF in size. Maximum length of float is 20 feet. <p><u>Kayak Launch:</u></p> <ul style="list-style-type: none"> Kayak launch may require a Shoreline CUP. <p>The City can approve an 'Alternative Design' for pier replacement projects. This allows for deviation from the dimensional standards above, provided that State/Federal approval is obtained and that the following standards are met:</p> <ul style="list-style-type: none"> Max area = no larger than existing pier Max length = 120' Ells = max. 26' x 8' Max walkway width = 4' within 30' of OHWM, otherwise 6' 	<ul style="list-style-type: none"> fulfil the project purpose. Grated decking will be required throughout the structure. Removal of existing docks may fully mitigate for new structure; however, additional mitigation may be required. This could take the form of native plantings along the shoreline, or possible payment of fees to the King Count Mitigation Reserves Program. 	
Beach	<ul style="list-style-type: none"> Preserve Wetland A. Preserve existing beach within Wetland B and adjacent lawn area. Strategic log and boulder placement. Swimming buoy line extending along north property line 	<ul style="list-style-type: none"> Option 1 with smaller beach area and unpaved launch for personal watercraft. 	<p>Fully within shoreline jurisdiction and overlapping wetland/stream buffers. Partially within shoreline setback.</p>	<ul style="list-style-type: none"> Clearing and grading in the UC environment requires a Shoreline CUP. Fill waterward of the OHWM requires a Shoreline CUP. 'Launching ramps' require a Shoreline CUP within the UC environment; they are prohibited within the SR environment. SMP states, "Swimming areas shall be separated from boat launch areas." 	<ul style="list-style-type: none"> Any work below the OHWM will require approvals from the Corps, Ecology, and WDFW, as outlined above for the dock. Log and boulder placement must be designed to not constitute 'hardened' shoreline stabilization and cannot be placed within water depths of generally more than 1'. 	<p>Any unpaved launching area should be designed to not constitute a formal 'launching ramp'. Log and boulders should be strategically designed to constitute habitat features, rather than 'hardened' stabilization features.</p>

*This provision stems from the City's land use code (Title 18), but Title 18 doesn't define a 'structure'. The City's SMP includes a definition for 'structure', as follows:

A permanent or temporary edifice or building, or any piece of work artificially built or composed of parts joined together in some definite manner, whether installed on, above or below the surface of the ground or water, except for vessels.

Questions and Discussion

Next steps

Alternatives Analysis (January to March):

- Presentation of alternatives
- Refinement
- Selection and refinement of preferred design

Milestones:

- *February 21 – Community Meeting 2 – Presentation of design alternatives - DONE*
- March 7 – City Council special meeting – Presentation of design alternatives, inc. PRAB and community feedback and preferences, preferred design selection
- March 25 – Committee of the Whole – Alternatives discussion, preferred design selection
- March 28 – City Council meeting – Preferred design selection
- March 31 (target) – Preferred design confirmed

Next steps

Schematic Design (March to June):

- Advance preferred design
- Preparation of schematic design package
 - Schematic design concepts
 - Schematic design report, including updated permitting and costs

Milestones:

- April 23 – PRAB meeting 3 – Schematic design review
- May 1 – 2023 RCO funding application deadline
- May 9 – City Council working session – Presentation of schematic design package
- May 27 (target) – Delivery of schematic design package

End of current phase 1 contract

Next steps

Early Works Demolition (March to December 2024):

- Effort required to take advantage of RCO award for demolition activities
- Preparation of plans, specs, and estimates for selective deconstruction, salvage, and demolition
- Oversight of demolition activities

Milestones:

- March 11 (target) – NTP
- May 3 (target) – Submit for local permit
- August/September – Bidding and award
- September/November – Construction completion
- ***November 30, 2024 – RCO award for demolition work expires***

Next steps

Design Development & Permit Submittal – *targeting NTP in June/July 2024*

- Contracting
- 30% design development
- Permitting

Milestones:

- May 27 (target) – DD scope to City
- June – DD scope to Council
- Late September – Delivery of 30% DD package
- End of September 2024 – Submit for permits

Next steps

Construction Documentation & Permit Review – *targeting September – December 2025*

Bid Support and Coordination – *targeting December 2025 – March 2026*

Construction – *target April – September 2026*

Post Occupancy / Site Commissioning – *estimated October 2026 – October 2027*

Lake Forest Park Lakefront Improvements

Design, Engineering, Environmental, and Permitting

D|C|G WATERSHED

City Administrator Report City of Lake Forest Park

Date: March 28, 2024

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

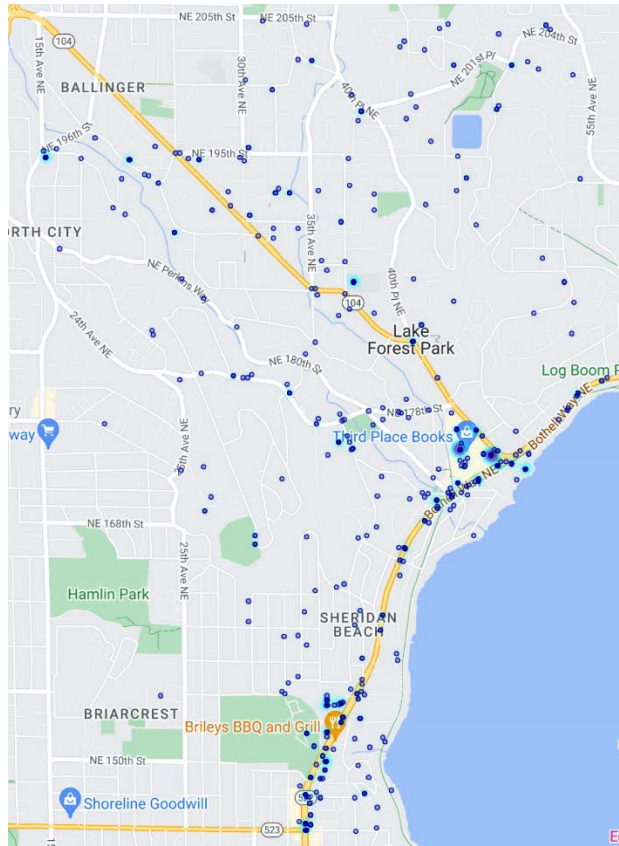
CC: Honorable Mayor Tom French
Leadership Team

The City Administrator Report is meant to provide the council, staff and community an update on the activities of the City and on issues that concern the City. This memo will be provided in each Council packet and is divided into key sections.

Please let me know if you have any questions or need additional information about any of the following items and please feel free to contact any of the department heads for additional information.

I. Intergovernmental and local issues update.

Police Department



Police incidents heatmap for February 2024:

Each blue dot is an incident generated by dispatch or an officer. This map represents **799 Incidents in February.**

Traffic Stop - General	153
Questionable Activity	66
E911	55
Contact of a Person	38
School Zone	18
Alarm	18
LFPPD Warrants	17
Theft	12
Welfare Check	11
Fraud	11
Mal Misch	7
MV Prowl	7
Traffic Accident	7
Burglary	6
Disturbance	5

Case Reports Taken for February 2024

Theft	10	Graffiti	2
Fraud	5	Assault	2
Burglary	4	Recovered Property	1
MV prowl	4	MV theft	1
Malicious mischief	4	Runaway	1
Warrant arrest	4	APS	1
Trespass	3	Domestic	1
Death investigation	3	CPS	1
Property, found	3	Harassment	1
Order Violation	2	Illegal dumping	1
Behavioral Health	2		
Total - 56			

Notable Incidents

Officers responded to multiple calls of illegal dumping at a previous illegal dumping site on SR522. Each time officers discovered the property owner was just cleaning up and removing items from previous large dumping event as ordered by the city.

Subject reported receiving death threats and demands for money from "MS13" on his cell phone. Officer advised subject these were scam texts, to not send any money, and to block the cell numbers.

Subject reported staying at an AirB&B in LFP last November. During her stay she described being "black out drunk" and having her cell phone stolen. She stated that the cell phone was now "pinging" on Mercer Island. Subject provided with report and case number.

A caller reported that an unknown subject rang their doorbell at 3am then ran away after leaving a bag on the front porch. Officers responded and discovered the bag was filled with urine.

An officer located two subjects in a vehicle at Grace Cole Park, after closing, having "intimate time". Female initially gave false name and pretended to have a "memory disorder". The subject eventually gave her real name and several arrest warrants were discovered. None of the warrants were extraditable so subjects were warned about being in the park after closing and released.

Officers were dispatched to a local apartment complex for a mail theft. Witnesses reported seeing a subject prying open multiple mailboxes and throwing mail on the ground. The subject left the area prior to PD arrival. Several hours later the same subject was seen in the same

location burning paper inside a stairwell. When confronted by a witness she displayed “some type of object” then fled on foot. Officers were able to ID possible subject. Investigation ongoing.

Staff at a local adult family home reported a resident who has dementia was throwing objects, threatening staff, and making racial slurs. Patient stated she would destroy the home and wanted to go back to the hospital. Officers assisted with getting patient into ambulance and evaluation at a local hospital.

A caller reported hearing an explosion that “shook the house”, and then seeing several subjects with flashlights run towards the woods from the general location. Officers arrived and found damage to a Porta Potty which was likely blown up by a group of juveniles. No subjects were located.

Officers were dispatched to a possible IED on the border of LFP and Shoreline. Officers found the device was in the city of Shoreline. King County Sheriff’s office sent bomb tech to deal with device. A similar device was found approximately one week later in Kirkland.

Officers observed a suspicious vehicle at an apartment complex. Several subjects from a known problem apartment came out and entered several vehicles, including the suspicious vehicle. They attempted to obscure the license plate; however, officers were able to run the plate and find out the vehicle had been stolen. The vehicle, as usual, refused to stop for officers and fled the area. Two days later a detective from Thurston County called asking about one of the names the officers had run through dispatch during this incident. The subject in question was found deceased in a house fire, under a mattress, with a shotgun injury to her face. (In Thurston Co). Officers confirmed they had not seen that subject, only that she was associated with the apartment.

Officers were dispatched to an out of control 15-year-old who had assaulted her mother, was suicidal, and possibly armed with a razor blade. Officers ensured the scene was safe for aid personnel, then assisted with taking subject into protective custody for a medical / mental health evaluation. Subject transported via ambulance to Childrens Hospital.

Officers responded to a reported suspicious vehicle. The caller stated the car had been there for over a week and was hidden under a tarp. Officers discovered the vehicle was a reported stolen vehicle out of Seattle. The registered owner was notified to recover the vehicle.

Officers received a third-party report of a possible suicidal subject. Officers contacted the subject who admitted to feeling suicidal and had taken pills to feel better. The subject started vomiting while speaking with officers and mother stated subject had new self-inflicted cuts on her legs. Subject was taken to hospital via ambulance.

Officers were dispatched to a civil standby (keep the peace) at the apartment of a recently deceased subject. The management stated subjects were squatting and refusing to leave.

Officers very familiar with occupants who are known to use methamphetamines and possess weapons. Subjects were contacted and eventually vacated the apartment after being served a no trespass warning by management.

Caller reported her mother was recently the victim of a gift card scam. Mother sent scammers gift cards totaling over \$9,000.00.

Owner of local coffee stand reported subject who seemed to be fixated on one of their baristas. The barista reported the subject came to the stand multiple times with guns on his front seat. The subject was offering gifts and telling her not to tell her partners. A trespass warning was completed by the business and later served on the subject at his apartment in Kenmore. The subject has been told not to return.

Officers responded to a road rage / head on traffic collision. A driver attempted to aggressively pass a vehicle, side swiped a vehicle, moved back into the correct lane where they side swiped another vehicle, they then lost control and ended up in the ditch.

Officers responded to two separate incidents at Ross Clothing store where subjects were loading up items to steal, then ditched the items and fled the store when they observed the officers.

Officers responded to a reported vehicle theft at the mall. The vehicle was located by the owner after being advised there was a second exit/entrance to the mall.

Officer attempted to stop a vehicle driving recklessly at a high rate of speed through the mall parking lot after the occupants committed a shoplift at Ross. The vehicle refused to stop and fled the area.

A vehicle traveling at a high rate of speed lost control and struck a guard rail and sign near 44th and SR522. The vehicle sustained heavy front-end damage. The driver was cited for negligent driving and released.

Two juveniles were located drinking alcoholic beverages inside a vehicle parked on the side of the street near Déjà vu. The alcohol was dumped out, warnings given, and the subjects walked home.

At around 8am, police officers were dispatched to Mr. Green's dispensary, situated in the 15000 block of SR522, in response to a reported burglary. A vigilant citizen phoned in upon observing a suspicious male entering the premises. Promptly, officers arrived on scene, where they apprehended a male exiting a storage area with a pneumatic nail gun and stolen items in hand. Subsequently, he was arrested and later booked into jail.



Chief Harden and Lt. Zanella attended the memorial service honoring the memory of fallen Washington State Patrol (WSP) Trooper Christopher Gadd which drew thousands from both law enforcement and the general public. The day commenced with a procession in Snohomish County, starting from the Tulalip Resort Casino in Marysville and concluding at the Angel of the Winds Arena in Everett with a two-hour service, reflecting on the profound impact of Trooper Gadd's sacrifice.

Trooper Gadd tragically lost his life on March 2 while on DUI patrol on I-5 in Marysville. A DUI driver collided with the back of his patrol vehicle going over 100mph, claiming the life of the 27-year-old trooper. Beginning his journey with the WSP on September 16, 2021, Trooper Gadd leaves behind his wife and their 2-year-old daughter. He is also survived by his father David Gadd, a former WSP trooper, his mother Gillian, and his sister Jacqueline, who serves as a state trooper in Texas.





Upcoming CERT Course

SIGN UP

Class: Community CERT Program

Cost: Free

Dates: 7-week format: Thursday nights March 28 - May 9 and May 18 simulation

Time: 6:00pm - 9:00pm

Location: Kenmore, Fire Station 51

Online Sign Up: bit.ly/3l8fnBU

Class open to teens with parental permission. Students will fulfill 24 hours of Community Service.



WHAT IS CERT?

CERT is a Community Emergency Response Team training program developed by the Federal Emergency Management Agency (FEMA). The CERT curriculum teaches community residents how to successfully prepare themselves, their families and neighbors to handle an emergency or disaster.



SERVING AN ONGOING NEED...

After completing the CERT Program the opportunities do not end. You can apply what you have learned by helping our Community, Police, and Fire by assisting with:

- public service events, such as fun runs and workshops,
- traffic control and crowd management,
- support at the NEMCo booths, and
- participating in other public preparedness educational opportunities.

Regardless of your age, background, experience or capabilities, there is something you can do to help yourself, your family and your community. Learn the skills you need with CERT.



WWW.NorthShoreEMC.com



VOLUNTEERS TRAINED TO PROVIDE EMERGENCY PREPAREDNESS AND AMATEUR RADIO COMMUNICATION SERVICES TO THE NORTHSORE COMMUNITIES.

Northwest Women's Leadership Academy

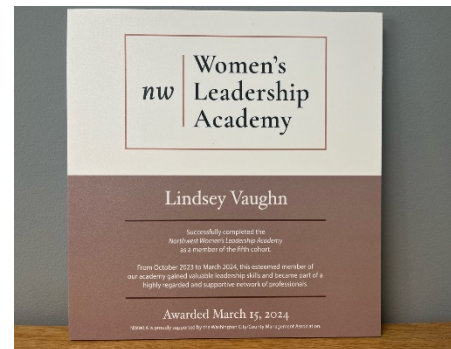


Finance Director Lindsey Vaughn attended the 5th Annual Northwest Women's Leadership Academy (NWWLA) from October 19-March 15, 2024. Only 36 women are accepted into the NWWLA for each cohort and Lindsey was grateful to be selected for the leadership opportunity.

Within hours at the retreat in Redmond, Table 2 connected and was functioning on a high level as a team. Our group name, Our Table Too, was built of future leaders from Kenmore, Seattle, Sea-Tac, Port Townsend, and Sumner covering varying departments.

Our Table Too won the small group "pitch" a short 15-minute presentation to be awarded the opportunity to

build out a larger presentation for the Washington City/County Management Conference in August.



The Northwest Women's Leadership Academy is an exciting program officially sponsored by the Washington City/County Management Association (WCMA) to advance women working in local government into leadership roles. Women are still dramatically underrepresented in City Manager and City Administrator positions across Washington State. This academy is one effort to create a pipeline of city and county leaders ready to step into leadership roles in local government. The academy includes a combination of in-person and half-day virtual sessions kicked off by an in-person retreat. The content is presented by recognized public sector leaders and experts.

On Friday, March 15, 2024, Chief Harden attended the graduation ceremony for Director Vaughn, as she completed several months of academic training regarding leadership in government.



Public Works Department

28th Ave NE Culvert Repair

Public Works (PW) operations and engineering staff are continuing work to stabilize and plan repairs to a deteriorated 12" diameter surface water culvert on 28th Ave NE. The partial culvert

failure was discovered in late 2023 as it caused erosion of the roadway base material and potholes in the pavement surface. PW operations staff and a service vendor immediately installed steel plates to maintain safe traffic flow over the damaged pavement.



Photo: PW crew members and vendor staff complete installation of steel roadway plates

Engineering staff are working with PW's on-call engineering consultant to prepare design and permitting documents necessary to undertake a temporary repair of the culvert this year (estimated completion by end of July) through a small public works contract. PW anticipates that a larger-scale improvement to the culvert will be necessary to comply with the state hydraulic code requirements and is beginning work to plan this capital improvement project.

Storm Drain System Cleaning

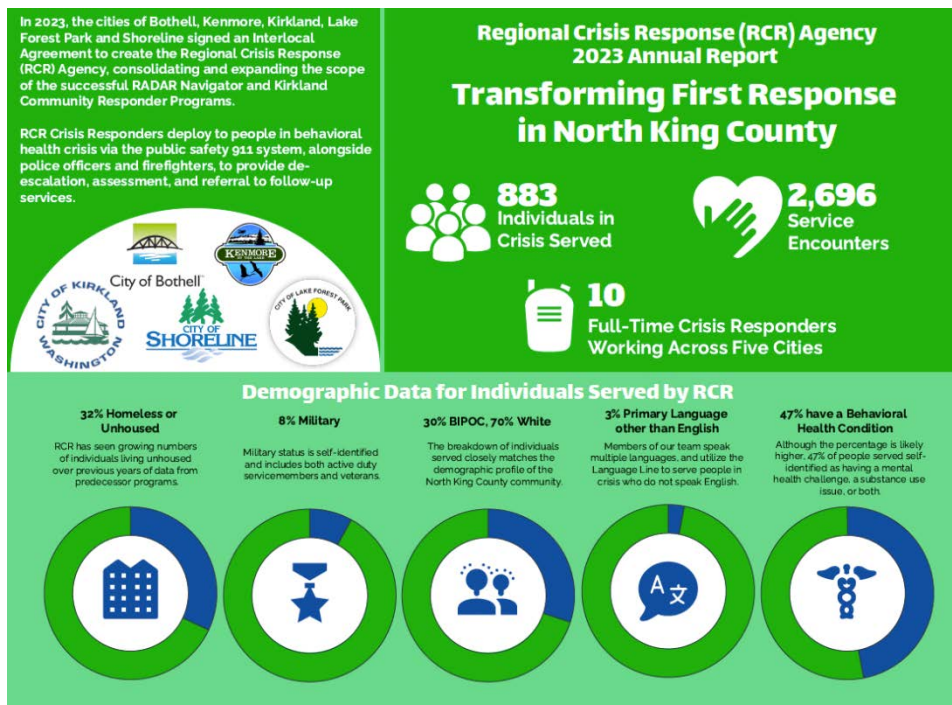
PW completed biannual cleaning of the City's storm drain system last month with the assistance of a service vendor. This cleaning work is required by the WA Department of Ecology per the terms of the NPDES Municipal Stormwater Permit ("Permit") and helps ensure that storm drains function properly in reducing local flooding. System cleaning also prevents a substantial volume of pollutants from reaching local creeks and other surface waters. In this round of cleaning, over 300 tons of sediment and grit were removed from approximately 1,000 catch basins, pipes, and ditches. With Permit reissuance expected later this year, PW anticipates that the next round of system inspections and cleaning will be completed in 2025 and 2026, respectively.



Photo: Typical City catch basin before and after cleaning

II. Internal City Information

III. Council Information



Community Development Department

- Comprehensive Plan Periodic Update- The periodic update effort continues with the Transportation and Housing Elements in focus with the Planning Commission for March and April. The numerous added special meetings are proving effective on focusing the discussion with consultant SCJ Alliance during the regular meetings that follow. The integration of the draft Climate Action Plan and a new requirement for a Climate Element by 2029, with Greenhouse Gas and Resiliency sub-elements is also prioritized in the work.
- Community Survey- The public participation program for the periodic update of the Comprehensive Plan includes a city-wide survey. The participation, insight and ideas about the city from the Lake Forest Park community are highly valued and respected. The community survey will collect responses to a short series of questions to help further guide planning efforts. The survey will go live in the coming week, into April, and community members are encouraged to participate and indicate what does or does not reflect their impressions of Lake Forest Park and hopes for the city's future.
- Permit Activity Data- The Community Development Department received applications and payments for the following permit types and quantities in the month of February and March, 2024:

Building Permits

**The number of permit types for February and March will be tabulated and included in the City Administrator's Report for the April 11 Council meeting, including a six-year comparison for each month.*

- ADU/DADU Permit Data- The Community Development Department is in the process of formatting and confirming data for the number of Accessory Dwelling Units (ADU) and Detached Accessory Dwelling Units applied for and issued since the associated development regulation updates were completed by the City. We expect to have that format confirmed and data available in early April 2024. At this time it appears since March, 2022 there were two (2) ADU permits and one (1) DADU permit.

IV. Response to Citizen and Council Comments**V. Contract Reporting**

Three agreements were administratively approved during the reporting period: AG-24-013, Transpo Group / Extension Letter for PSA for the Safe Speed Study; AG-24-014, DCG / Watershed/Professional Services Agreement for Lakefront Improvements – Early Works Package; and AG-24-015, Teamsters Local 117/Memorandum of Understanding for clothing/boot allowance.

VI. Legislative Update

VII. Community Events**VIII. Upcoming City Sponsored Events**

Save The Date!
You are invited to the
LFP Green Fair, March 30!

When?!
Saturday,
March 30, 2024
10 AM to 2 PM

Where?!
Third Place Commons
17171 Bothell Way NE
Lake Forest Park WA 98155

Learn,
Have Fun,
& Go Green for FREE!!

Vendors from all different backgrounds will be in attendance
supplied with giveaways and able to answer your questions!

Learn to save the Planet
Reduce, Reuse, Recycle, & Be Green!

Puget Sound Starts Here

Sponsored By:
King County
as part of the Local Hazardous
Waste Management Program
in King County

NATURAL YARD CARE

The LFP Green Fair is Saturday, March 30, 10:00AM to 2:00PM! All are welcome and invited to attend this free event! Local organizations and businesses will be there to answer your questions regarding composting, recycling, reducing waste, natural yard care, water conservation, environmentally safe products, and more!

Don't miss out on the Waste & Recycling Workshop hosted by Republic Services at Noon! Sit in on an informal and interactive presentation and get all your questions answered.

The fair is hosted at Third Place Commons (top floor) from 10:00AM to 2:00PM, March 30, 2024. Bring your friends, neighbors, and family to come on down for some fun, learn something new, and take home some giveaways!

Free Plastic Recycling Event in the City Hall parking lot on April 20, 10:00 a.m. to 2:00 p.m. – plastic bags, plastic film, and Styrofoam (expanded polystyrene). Look for the #6 or EPS symbol. Clean and dry material only and must be free of tape. Sponsored by Safeway/Albertsons.



**FREE
RECYCLING
EVENT**

Date: Saturday, April 20th, 2024
Time: 10:00am to 2:00pm
Location: 17425 Ballinger Way NE,
Lake Forest Park, WA 98155

Free drop-off recycling in the
LFP city hall parking lot. Plastic bags, plastic film
and styrofoam (expanded polystyrene). Look
for the #6 or EPS symbol. Clean & dry material
ONLY, free of tape.



1ST LEGISLATIVE DISTRICT

Climate Town Hall

Panel and Q&A

Free & Open to the Public

Join your local legislators as they discuss the outcomes on climate from this legislative session. Learn about what's on the horizon for climate in Washington state and participate in a Q&A session with the panelists.

Speakers:

State Senator Derek Stanford

State Representative Davina Duerr

State Representative Shelley Kloba

Saturday April 13

10:00 am - 12:00 pm
Third Place Commons
17171 Bothell Way NE
Lake Forest Park

Hosted by the Cities of Lake Forest Park, Kenmore, and Woodinville

IX. Meetings Calendar

[Climate Action Committee Meeting \(hybrid meeting\)](#)

April 2, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[Tree Board Meeting \(hybrid meeting\)](#)

April 3, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[Planning Commission Special Meeting \(hybrid meeting\)](#)

April 4, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[Salary Commission Special Meeting \(hybrid meeting\)](#)

April 8, 2024, 4:00 PM - 6:00 PM @ City Hall and via Zoom

[Planning Commission Meeting \(hybrid meeting\)](#)

April 9, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[City Council Work Session \(hybrid meeting\)](#)

April 11, 2024, 6:00 PM - 7:00 PM @ City Hall and via Zoom

[City Council Regular Meeting \(hybrid meeting\)](#)

April 11, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom