



CITY OF LAKE FOREST PARK CITY COUNCIL REGULAR MEETING

Thursday, October 23, 2025 at 7:00 PM

Meeting Location: In Person and Virtual / Zoom

17425 Ballinger Way NE Lake Forest Park, WA 98155

INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/87270367774>

Call into Webinar: 253-215-8782 | Webinar ID: 872 7036 7774

The City Council is providing opportunities for public comment by submitting a written comment or by attending in person to provide oral public comment.

HOW TO PARTICIPATE WITH ORAL COMMENTS:

If you are attending the meeting in person, 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. Oral comments are not being accepted via Zoom.

The meeting is being recorded.

HOW TO SUBMIT WRITTEN COMMENTS:

Written comments will be submitted to the 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. The City Clerk will read your name and subject matter into the record during Public 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.cityofflp.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

State law, RCW 42.17A.555, does not allow the use of public facilities to promote or oppose ballot measures. Promoting or opposing the City's levy lid lift ballot measure during a council meeting would be use of a public facility in violation of state law. This includes comments made during the Public Comment section of a Council meeting. The statute, however, does not limit your ability to support or oppose a ballot measure on your own time using your own resources.

The Council will not be accepting online 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. However, the Mayor or Council may not respond to comments from the public. If the comments are of a nature that the Council does not have influence or control over, then the Mayor or presiding officer 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. Recognizing November 11, 2025 as Veteran's Day

B. Recognizing November 2025 as Native American Heritage Month

6. PRESENTATIONS

A. Cascadia Consulting Group - Comprehensive Plan Amendment regarding Climate Element

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. October 2, 2025 City Council Special Meeting Minutes

B. October 9, 2025 City Council Work Session Minutes

C. October 9, 2025 City Council Regular Meeting Minutes

D. City Expenditures for the Period Ending October 23, 2025

E. Resolution 25-2035/Canceling Certain Checks

- F. Resolution 25-2037/2025-2027 Agreement with the King County Extension Master Gardener Program for Volunteer Stewardship of the Demonstration Garden at Animal Acres Park

8. ORDINANCES AND RESOLUTIONS FOR INTRODUCTION / REFERRAL

- A. Resolution 25-2036/Authorizing the Mayor to Sign the Agreement Between Washington State Recreation and Conservation Office and the City of Lake Forest Park for Development Funding for the Future Lakefront Park Property

9. COUNCIL DISCUSSION AND ACTION

10. OTHER BUSINESS

11. COUNCIL COMMITTEE REPORTS

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

12. ADJOURN

FUTURE SCHEDULE

- Tuesday, November 11, 2025 – Veterans Day, City Hall closed
- Thursday, November 13, 2025, 6:00 p.m. City Council Work Session – *hybrid meeting (City Hall and via Zoom)*
- Thursday, November 13, 2025, 7:00 p.m. City Council Regular Meeting – *hybrid meeting (City Hall and via Zoom)*
- Thursday, November 20, 2025, 6:00 p.m. City Council Special Meeting – *hybrid meeting (City Hall and via Zoom)*
- Monday, November 24, 2025, 6:00 p.m. Committee of the Whole Meeting – *hybrid meeting (City Hall and via Zoom)*
- Thursday, November 27, 2025 – Thanksgiving Day, City Hall closed
- Friday, November 28, 2025 – Native American Heritage Day, City Hall closed

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, Veterans Day is observed nationally on November 11 as a legal public holiday to honor and thank all veterans who served in the Armed Forces in wartime or peacetime; and

WHEREAS, Veterans Day was originally known as Armistice Day, which signified the signing of the armistice on November 11, 1918, ending the First World War; and

WHEREAS, President Dwight D. Eisenhower proclaimed in 1954 that Armistice Day would be known as Veterans Day and would “solemnly remember the sacrifices of all those who fought so valiantly, on the seas, in the air, and on foreign shores, to preserve our heritage of freedom,” and

WHEREAS, President Eisenhower further proclaimed that Veterans Day presents all citizens with the opportunity to “reconsecrate ourselves to the task of promoting an enduring peace so that their efforts shall not have been in vain.”

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park do hereby proclaim November 11, 2025 the legal commemoration and observance of

VETERANS DAY

and encourage all citizens of the City of Lake Forest Park to acknowledge and to thank those who have served our country in the Armed Forces.

Signed this 23rd day of October 2025

Tom French, Mayor



PROCLAMATION

WHEREAS, Native American Heritage Month is recognized annually to honor Indigenous cultures, histories, traditions, art, and achievements; and

WHEREAS, in the face of broken treaties, violent displacement, and genocide, Native Americans have persevered and continued with remarkable strength, resistance, resilience, and self-determination; and

WHEREAS, Native Americans, including local Duwamish, Snoqualmie, Snohomish, Suquamish, Tulalip, and many others have been protectors and stewards of our natural resources and environment since time immemorial; and

WHEREAS, the City of Lake Forest Park values the many contributions made to society by Native people in technology, science, philosophy, the arts; and especially our local Indigenous volunteers and leaders; and

WHEREAS, the City of Lake Forest Park recognizes that we must work to combat the impacts of discrimination and racist policies on Native people, past and present, and eliminate inequities stemming from colonization.

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park do hereby proclaim November 2025 as

NATIVE AMERICAN HERITAGE MONTH

and encourage all residents to learn more and support the work of Native people and organizations.

Signed this 23rd day of October 2025

Tom French, Mayor



City of Lake Forest Park

Climate Element Policy Development Memo

October 2025

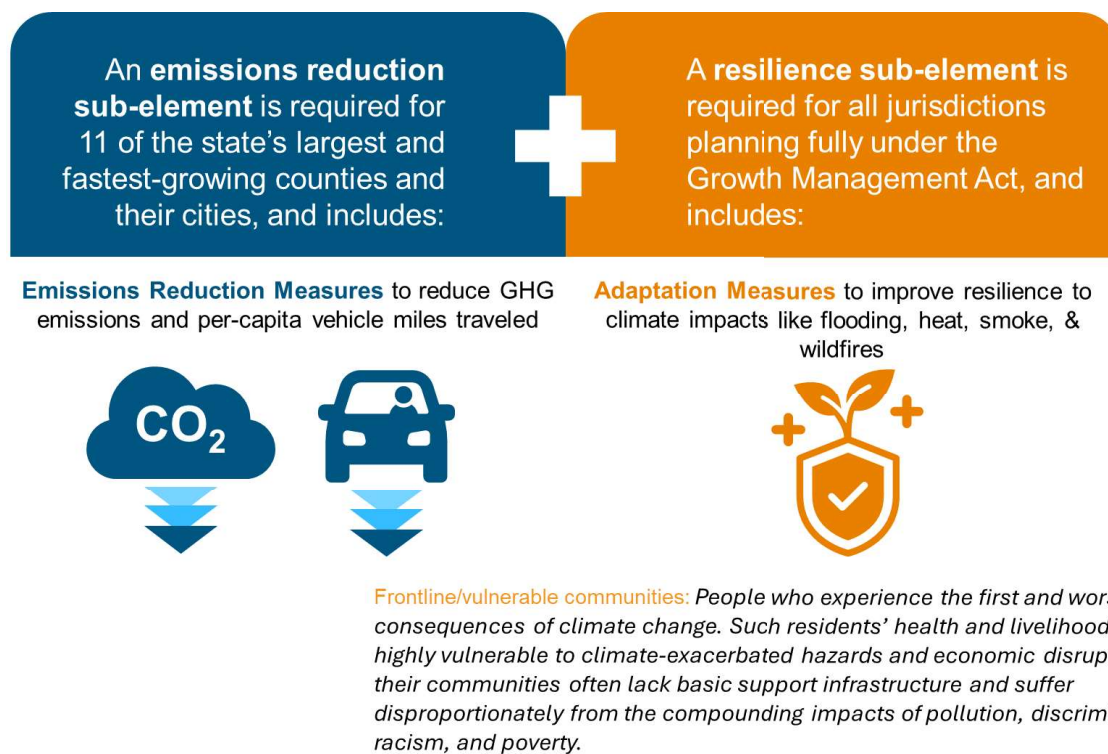


Introduction

WA House Bill (HB) 1181

As part of the 2023 amendments to the Washington Growth Management Act (GMA), Washington House Bill (HB) 1181 requires cities and counties to integrate climate policies into their comprehensive plan updates. The City of Lake Forest Park must adopt policy changes that mitigate climate change impacts and enhance resiliency across multiple sectors. These policies must align with the Department of Commerce's Climate Planning Guidance (Growth Management Services, 2023).

Table 1. Overview of Climate Element Requirements



Draft Policies Methodology

The project team followed Department of Commerce guidelines to conduct a policy audit and develop a list of initial draft Climate Element policies for City review. At a high level, we took the following steps:

- Audited core document policies and identified gaps and opportunities. More details are available in the Policy Audit Summary Memo.
- Cross-walked draft policies with several sources:
 - Commerce Menu of Measures

- City planning documents reviewed as part of the policy audit: Climate Action Plan; Legacy 100-Year Vision Report; Urban Forest Ecosystem Services and Values Report; Parks, Recreation, Open Space, and Trails Plan; Safe Highways Report; and Safe Streets Reports
- Peer cities in King County
- Met with Drue Epping and Councilmember Tracy Furutani about tree canopy priorities.
- Integrated findings from Vehicle Miles Traveled (VMT analysis), Climate Vulnerability Assessment, and community survey conducted in 2025 as part of the Climate Element development process.
- Integrated feedback from the Climate Policy Advisory Team (2 rounds of review), City staff (1 round of review), and a community open house
- Assessed co-benefits and equity implications of policies; adjusted the language of any policies determined to exacerbate existing inequities.
- Met with the Planning Commission three times between July-September 2025.

Co-benefits Assessment

The following co-benefits were assessed for each policy. These match the list of co-benefits that the Commerce guidance dictates to assess:

- Reduces emissions
- Sequesters carbon
- Enhances resilience
- Improves salmon recovery
- Promotes economic development
- Promotes equity and justice
- Provides cost savings
- Provides ecosystem services
- Protects tribal treaty rights
- Improves public health and well-being
- Improves air quality
- Builds community knowledge
- Protects water quality
- Supports housing supply and diversity

Guide to the Policy Tables

In the next sections, 22 draft Resilience sub-element policies and 24 draft GHG sub-element policies are organized into tables by policy goal.

The sections of each table contain the following information:

- **Policy ID** = A short numerical identifier for each policy.
- **Draft policy language** = The full language of each draft policy.
- **Source** = Documents and other inputs that support inclusion of the policy in the Climate Element. Sources include the Commerce Menu of Measures (stated as CMM in source column), Commerce Guidance Documents, Lake Forest Park planning documents, peer city policies, Vulnerability Assessment, Community Survey, and/or Vehicle Miles Traveled (VMT) Analysis. Any policies that are new (not in the current Comprehensive Plan) are noted as new.
- **Rationale** = Reasoning for specific language and/or implementation details.

In some cases, our team has recommended editing or removing current Comprehensive Plan policies:

- **Any edits to current Comprehensive Plan policies are noted in the policy tables** with ~~strikethroughs~~ indicating removed language and **bolding** indicating added text. In the following example, “and decrease local greenhouse gas emissions” is language our team recommends removing, and “and advocate for clean energy projects in Washington” is text we recommend adding to the policy.

Example: “Participate in regional efforts to create a state-wide clean energy policy ~~and decrease local greenhouse gas emissions~~ **and advocate for clean energy projects in Washington.**”

- **In some cases (in Goal 5), we have recommended removing current Comprehensive Plan policies.** These policies are listed directly after the draft policies of the goal which is most relevant, with a rationale for removing each one. In all cases, we propose replacing any removed policies with more specific and detailed policies in the Climate Element.

Resilience Sub-Element

Goal 1. Enhance community resilience to wildfire smoke and extreme heat by strengthening infrastructure, community systems, and natural areas to reduce impacts on residents, workers, and critical services.

ID	Draft Policy	Source	Rationale	Co-benefits
CE1.1	Integrate cooling low-impact development measures, such as trees, vegetation, permeable pavement, and other heat-resistant infrastructure near high-traffic transportation areas with elevated temperatures. Prioritize tree varieties that are drought- and heat-tolerant and increase biodiversity within the city.	New; Commerce MM Policy T.06; Vulnerability Assessment Community Survey	Low-impact development measures and heat-resistant infrastructure will protect public health during heat waves and hot days, as well as encourage residents to take alternative modes of transportation. Improving heat islands at high traffic areas is likely to improve conditions for some overburdened communities. Policy edited to add sentence prioritizing certain tree varieties after public comment and meeting with Planning Commission. This policy aligns with Policy EQ-8.2: “Develop a tree planting, inventory, and maintenance program for publicly-owned property that considers the species of trees that will be most successful in environments such as public rights-of-way. Pay special attention in the planting program to areas with vulnerable populations.”	Promotes equity and justice, provides cost savings, provides ecosystem services

Goal 1. Enhance community resilience to wildfire smoke and extreme heat by strengthening infrastructure, community systems, and natural areas to reduce impacts on residents, workers, and critical services.

ID	Draft Policy	Source	Rationale	Co-benefits
CE1.2	Strengthen Lake Forest Park's critical areas and wildlife habitats by prioritizing natural cooling strategies such as planting shade-providing trees, expanding native vegetation, preserving and restoring wetlands and riparian buffers along creeks, adding shaded water sources, and creating connected habitat corridors to support salmon passage and ecological resilience.	New; Commerce MM Policy U.03; Vulnerability Assessment, Community Survey	Aligns with Commerce requirements to support habitats and aligns with key priorities in the Comprehensive Plan to protect wildlife and habitat.	Improves salmon recovery, provides ecosystem services, improves health and wellbeing
CE1.3	Partner with local community groups, school districts, libraries, and government agencies to expand access to cooling and clean air resources during extreme heat and wildfire smoke events—especially for low-income households, older adults, people with disabilities, and those with respiratory conditions. Support initiatives such as education on do-it-yourself (DIY) clean air shelters (example, HEPA filter box fans), air conditioner (A/C) and air purifier rebates, cooling kits, and improved infrastructure in public spaces.	New; Commerce MM Policy T.06; Community Survey	Washington has a relatively low rate of AC units in homes, making it essential to find solutions as temperatures rise. Expanding options beyond cooling centers can provide more ways for community members to stay cool.	Promotes equity and justice, improves health and wellbeing, builds community knowledge

Goal 1. Enhance community resilience to wildfire smoke and extreme heat by strengthening infrastructure, community systems, and natural areas to reduce impacts on residents, workers, and critical services.

ID	Draft Policy	Source	Rationale	Co-benefits
CE1.4	Develop or support public education campaigns to raise awareness of heat risks and connect residents with available resources during heat waves, ensuring widespread distribution through multiple channels such as online, community centers, local events, and multilingual outreach.	New; Commerce MM Policy T.06; Community Survey	Providing information about heat risks and available resources will benefit community health as heat risks increase. Prioritize partnerships with local health jurisdictions, community-based organizations, and regional agencies to educate residents, outdoor workers, and healthcare workers about heat risk.	Builds community knowledge, improves health and wellbeing
CE1.5	Establish or partner to support resilience hubs that provide cooling, clean air, and essential services during extreme heat, wildfire smoke, and other natural hazard events, and serve as year-round community support and resource centers.	New; CMM Policy T.15	Extreme heat, wildfire smoke, and other hazards are increasing, especially for vulnerable populations. Resilience hubs offer safe, accessible spaces with clean air, cooling, and essential services during emergencies and provide year-round community support.	Improves health and wellbeing, promotes equity and justice, provides cost savings, builds community knowledge

Goal 2. Advance environmental justice and community well-being by prioritizing equitable climate policies, inclusive decision-making, and access to healthy, resilient environments for all residents.

ID	Draft Policy	Source	Rationale	Co-benefits
CE2.1	Prioritize neighborhoods facing higher exposure to climate impacts and pollution to receive resilience investments such as increased tree canopy, canopy retention, and green infrastructure, which help mitigate environmental stresses and improve quality of life. Encourage policies to increase tree canopy cover in socially and economically disadvantaged neighborhoods.	Current LFP Comp Plan Policy EQ-9.2; Commerce Guidance	Some areas of the City (the very south end, the Town Center Plaza, and more) experience higher than average levels of heat relative to the rest of the city. Focusing on these heat islands can improve health outcomes and improve equity. Proposed edits tie the policy more closely to climate impacts and broaden the potential green infrastructure investments.	Improves air quality, sequesters carbon, promotes equity and justice, provides ecosystem services
CE2.2	Consider and promote tracking and monitoring the impact the urban forest has on the heat island effect and other Support forestry's climate impacts, focusing on high-risk and underserved areas. Protect exceptional trees, expand canopy coverage, and partner with King County's heat mapping to guide resilience planning.	Current LFP Comp Plan Policy EQ-9.6	Monitoring provides valuable data to inform future tree planting and maintenance strategies, while protecting historical trees preserves community character, cultural heritage, and environmental benefits. Edits focus on high-risk (more heat-exposed) and underserved areas and indicate more specific strategies here. Policy edited to 'exceptional' rather than 'heritage' trees after public comment and meeting with Planning Commission.	Improves air quality, sequesters carbon, promotes equity and justice, provides ecosystem services

Goal 2. Advance environmental justice and community well-being by prioritizing equitable climate policies, inclusive decision-making, and access to healthy, resilient environments for all residents.

ID	Draft Policy	Source	Rationale	Co-benefits
CE2.3	Support nonprofit organizations that provide education and participation engagement in forest conservation strategies while also prioritizing the protection of natural areas and ecosystems, with a focus on safeguarding local waterways and local salmon species.	Current LFP Comp Plan Policy EQ-9.3	Partner with organizations such as the Conservation District to enhance the protection and restoration of natural areas and open spaces, recognizing that many parks and open spaces are outside of city ownership and management. Collaborative efforts will help expand the city's reach and reflect community values around nature and open space preservation. Policy edits reflect community feedback.	Improves salmon recovery, promotes equity and justice, builds community knowledge, provides ecosystem services
CE2.4	Provide all residents, especially vulnerable populations, an opportunity to learn about climate impacts, influence policy decisions, and co-develop equitable emissions reduction and climate adaptation strategies that reflect community needs and priorities.	Commerce MM Goal AA	Providing equitable opportunities for education, participation, and co-development of solutions builds trust, addresses historical disparities, and leads to more effective and inclusive climate strategies that reflect the priorities and needs of the entire Lake Forest Park community.	Builds community knowledge, promotes equity and justice, reduces emissions

Goal 3. Preserve and protect Lake Forest Park water resources by advancing drought and flood resilience.				
ID	Draft Policy	Source	Rationale	Co-benefits
CE3.1	Integrate water conservation and protection strategies into City planning to address drought, extreme heat, and other climate-related risks impacting water resources in Lake Forest Park.	New; CMM Goal ID# Y; Vulnerability Assessment, Community Survey	Climate change is increasing the frequency and severity of drought and extreme heat, putting added stress on Lake Forest Park's water resources. Integrating conservation and protection strategies into City planning will help safeguard water supply, maintain ecosystem health, and ensure long-term resilience.	Improves salmon recovery, provides ecosystem services, improves health and wellbeing
CE3.2	Coordinate with water providers in Lake Forest Park and explore collaboration with the Saving Water Partnership to provide financial incentives such as rebates or tax credits for residents and businesses to install water-saving technologies and systems, including cisterns, drip irrigation, leak detection kits, and smart irrigation controllers.	New; Commerce MM Policy N06, Community Survey	Water conservation supports long-term supply and reduces pressure on local infrastructure. In Lake Forest Park, many homes have irrigated landscapes, and water use peaks in spring and summer when demand is high and supply is limited. Incentives can help residents adopt efficient technologies to manage seasonal demand and build drought resilience.	Provides cost savings
CE3.3	Promote drought resilience and water efficiency in urban planning through compact development, minimized impervious surfaces, and the use of water-saving design strategies to reduce runoff and promote efficient land use.	New; Climate Action Plan	Conserve water resources, improve groundwater recharge, and mitigate the impacts of drought by reducing runoff and promoting efficient land use when developing new projects, and incorporate these strategies when updating older infrastructure.	Provides cost savings, protects water quality

Goal 3. Preserve and protect Lake Forest Park water resources by advancing drought and flood resilience.				
ID	Draft Policy	Source	Rationale	Co-benefits
CE3.4	Encourage the use of green infrastructure and low-impact development techniques to manage stormwater runoff and flooding, which pollutes waterways and puts community health, infrastructure, and property at risk , amid increasing storm intensities.	Commerce MM Y.03, City staff recommendation	Rain gardens, natural yard care techniques, and other low-impact development tools are all well suited to individual residential properties - and most of Lake Forest Park is low-density residential housing. Policy edited to add impacts of stormwater runoff and flooding after public comment and meeting with the Planning Commission.	Provides ecosystem services, protects water quality
CE3.5	Collaborate with local partners to restore floodplains and improve stream and river connectivity as a strategy to reduce flood risk.	New; Commerce MM Policy L.05; Vulnerability Assessment, Community Survey, Climate Action Plan	Restoring floodplains and reconnecting rivers enhances ecological resilience, reduces flood risks, and improves water quality.	Provides ecosystem services, improves salmon recovery, promotes economic development, protects water quality
CE3.6	Integrate flood resilience into the planning, investment, and maintenance of transportation infrastructure—including roads, sidewalks, trails, parks, and transit—and water infrastructure in Lake Forest Park to reduce future flood risk and ensure these assets remain safe, accessible, and functional during and after flood events.	New; Commerce MM Policy S.01; Vulnerability Assessment	Integrating flood-resilient infrastructure such as improved drainage, raised roadways, and flood-tolerant materials can enhance mobility during heavy rain events. Ensuring that sidewalks and transit stops remain accessible in wet conditions will also support pedestrian safety and public transportation use.	Promotes economic development, protects water quality

Goal 3. Preserve and protect Lake Forest Park water resources by advancing drought and flood resilience.				
ID	Draft Policy	Source	Rationale	Co-benefits
CE3.7	Collaborate with water providers to plan and implement resilience measures for critical water infrastructure such as wells and reservoirs in flood-prone areas to reduce vulnerability to flooding and other climate-related hazards.	New; LFP Comp Plan Goal U-4; Vulnerability Assessment	Storm-related flooding, erosion, and landslides can impact Lake Forest Park's stormwater and sewer systems, as well as power lines and communication infrastructure. Policies that require utility providers to elevate or reinforce infrastructure in flood-prone areas can help maintain essential services during and after major storm events.	Provides cost savings, enhances resilience, protects water quality
CE3.8	Partner with local agencies, water providers, and community organizations to apply sediment control practices, enhance watershed stability, and support water quality and storage.	New; Commerce MM Policy L.07; Vulnerability Assessment	Reducing sediment helps protect Lake Forest Park's drinking water, improve stormwater management, and support watershed health. Local partnerships strengthen climate resilience and safeguard community resources.	Provides ecosystem services, provides cost savings, protects water quality
CE3.9	Coordinate with land managers and community partners to implement erosion and landslide control techniques—including mulching, native grass seeding, and silt fencing—to stabilize soils and safeguard local waterways.	New; Commerce MM L.07; Vulnerability Assessment	Reducing sediment in stormwater (e.g., rivers) helps protect drinking water quality and makes ecosystems more resilient to wildfire smoke impacts.	Promotes equity and justice, protects water quality
CE3.10	Support inclusive public education and outreach programs on flood risk and water conservation, prioritizing support for communities in flood-prone areas.	City staff, Community engagement recommendation	Proactive communication to the community about flood risks can help them prepare for them. Education about water conservation enables the community to participate in it.	Promotes equity and justice, builds community knowledge, improves health and wellbeing

Goal 4. Strengthen emergency response systems to climate hazards by improving coordination, infrastructure, and community preparedness.

ID	Draft Policy	Source	Rationale	Co-benefits
CE4.1	Develop a comprehensive waste management plan to address debris removal and waste disposal in post-emergency scenarios, in partnership with local waste services, emergency management agencies, and regional partners. Ensure alignment with the Comprehensive Emergency Management Plan (CEMP).	New, Tree stakeholders meeting	Effective debris and waste management is critical to restoring public safety, health, and infrastructure after emergencies. Coordinating with waste service providers and emergency partners ensures timely, efficient removal and disposal of hazardous and non-hazardous materials, reduces environmental and public health risks, and supports faster community recovery.	Improves health and wellbeing, promotes economic development
CE4.2	Encourage on-site energy storage and backup systems for neighborhoods in homes and, businesses, and municipal buildings, while ensuring that resilience strategies provide equitable access for low-income households, seniors, and others at higher risk during power outages.	Current LFP Comp Plan Policy EQ-9.5, Climate Action Plan	On-site energy storage and backup systems improve energy reliability during outages, support emergency preparedness, and help reduce strain on the grid during peak demand or disasters. Policy edits recommend a neighborhood scale for back-up energy, include municipal buildings, and recognize the need for support for affordability and specific groups at risk during outages.	Promotes equity and justice, improves health and wellbeing, reduces emissions
CE4.3	Collaborate with the Puget Sound Clean Air Agency (PSCAA) and other regional partners to enhance real-time air quality monitoring and community guidance to protect public health during smoke events,	Policy Memo; New; CMM Policy T:05	On-site energy storage and backup systems improve energy reliability during outages, support emergency preparedness, and help reduce strain on the grid during peak demand or disasters.	Improves health and wellbeing, builds community knowledge

Goal 4. Strengthen emergency response systems to climate hazards by improving coordination, infrastructure, and community preparedness.

ID	Draft Policy	Source	Rationale	Co-benefits
	building on existing communication systems and expanding outreach efforts to reach more residents, especially vulnerable populations.			
CE4.4	Coordinate with state and local agencies (example, King County Emergency Management, Public Health – Seattle & King County, first responder agencies, and community-based organizations) to monitor risks such as wildfire and heat , identify risk areas, develop targeted response plans, and ensure equitable access to education, outreach, resources, and recovery assistance. Prioritize clear, proactive communication and access to information before emergencies occur.	New, Commerce MM Goal ID #5	Have inclusive education programs that better help prepare people for climate hazards, can include something about broad education, as well as target education to vulnerable populations Policy edited to add language about state agencies and monitoring risks after public comment and meeting with Planning Commission.	Improves health and wellbeing, builds community knowledge
CE4.5	Take steps to maintain reliability of the power grid to withstand climate-exacerbated extreme weather events, such as by maintaining trees near power lines and promoting underground power lines where feasible.	New	Policy added to address power grid reliability after public comment and meeting with Planning Commission. This policy aligns with existing Comp Plan policies U-5.3 (“Promote underground utilities to the extent feasible.”) and U-4.6 (“Coordinate tree removal and replacement plans with electric utilities to maintain power lines.”)	Improves health and wellbeing

Greenhouse Gas (GHG) Emissions Reduction Sub-Element

Goal 5. Reduce emissions from buildings by supporting low-carbon building energy sources and energy efficient building design and retrofits.

ID	Draft Policy	Source	Rationale	Co-benefits
CE5.1	Encourage adoption of a standard for sustainability, environmental design, and energy conservation in public buildings.	Current LFP Comp Plan Policy CF-4.11; Commerce MM E.07; Climate Action Plan, Community Survey	The City could provide structural and financial incentives (e.g., density bonuses and tax credits) to developers to certify projects under a third-party standard (e.g., LEED).	Improves air quality, promotes economic development, enhances resilience, provides cost savings
CE5.2	Implement renewable energy sources and reduce energy use and potable water consumption by City buildings and operations.	Current LFP Comp Plan Policy CF-4.4; Commerce MM E.06	Electricity and electric heat pumps in public facilities can reduce GHG emissions and help newer technologies become visible for the community.	Enhances resilience, provides cost savings
CE5.3	Participate in regional efforts to create a state-wide clean energy policy and decrease local greenhouse gas emissions and use the legislative agenda to advocate for clean energy projects in Washington.	Current LFP Comp Plan Policy EQ-5.4	Collaborate with K4C on this work, which could have impacts that are broader than city limits. The edits to this current Comp Plan policy language note that state-level impact can also occur through clean energy projects in addition to policy.	Improves air quality, promotes economic development
CE5.4	Work with regional partners and stakeholders to seek and support funding for programs that focus on energy efficiency, clean energy technology, building electrification updates, weatherization, and community solar—emphasizing support for rentals, lower-income households that are currently energy burdened.	New, Commerce Guidance, Climate Action Plan	Collaborate with City Light to educate residents and provide resources, including rebates, to support the transition to more energy-efficient fuels. This will help lower emissions at the residential level.	Reduces emissions, improves health and wellbeing, promotes equity and justice, supports housing supply and diversity

Goal 5. Reduce emissions from buildings by supporting low-carbon building energy sources and energy efficient building design and retrofits.

CE5.5	Build on existing utility-provided energy efficiency and building electrification programs and initiatives through expanding outreach and education programs. Educate residents about incentives for emerging clean energy technology, such as tax exemptions for solar installations, and Increase resident awareness of existing technology such as solar arrays, heat pumps, and other energy efficient home heating/cooling and water heating systems.	New, Climate Action Plan	Build on Seattle City Light's work. https://www.seattle.gov/city-light/residential-services/home-energy-solutions . Policy edits indicate opportunities to build on existing work and ways to maximize relevance to GHG emissions reduction.	Reduces emissions, provides cost savings, improves air quality, promotes economic development, promotes equity and justice
CE5.6	Streamline permitting and approval processes for energy efficiency upgrades, building electrification retrofits, and clean energy projects, with the goal of reducing GHG emissions from buildings while maintaining grid affordability, capacity and reliability.	New GHG Policy Database	Residential and commercial buildings use large amounts of electricity. Jurisdictions can amend building and land use codes to streamline upgrades and retrofits that utilize zero-emission GHG features, reducing GHG emissions and mitigating climate change. Policy edited to 'streamline' rather than 'support' after public comment and meeting with Planning Commission.	Provides cost savings, promotes economic development

Goal 5: Current Comprehensive Plan Policies Proposed to Remove and Replace

There are several policies in the current Comprehensive Plan that this team recommends **removing from their current chapters and replacing with the proposed Climate Element policies**. Specific policies and rationales are below:

ID	Current Comprehensive Plan Policy (Recommended for Removal)	CE Policy Replacement(s)	Rationale for Removing and Replacing the Policy
EQ5.1	Promote public and private clean energy pilot projects, such as a comprehensive network of electric vehicle charging stations or community solar projects, with the active participation of residents and businesses.	CE5.4, CE7.1, CE5.5	It is valuable to separate community solar from electric vehicle charging policy. The Climate Element has separate goals and policies to house these topics. • Policy CE 5.4 supports more types of clean energy projects. • Policy CE 7.1 adds more detail to electric vehicle charging planning. • Policy CE5.5 adds details on outreach to encourage active participation.
EQ5.2	Encourage reduced energy demand, support energy management technology, and encourage greater reliance on sustainable energy sources compared to conventional sources.	CE5.5, CE5.6	This policy is broad. Policies CE5.5 and CE5.6 contain more detail about how the City can accomplish these goals.
EQ5.5	Encourage businesses, residents, and new developments to utilize electric or solar energy.	CE5.6	Policy 5.6 contains more detail about how the City can accomplish these goals.

Goal 6 Reduce driving and enhance alternate transportation options.				
ID	Draft Policy	Source	Rationale	Co-benefits
CE6.1	Prioritize, develop, and maintain mobility hubs in the Town Center and other transportation-efficient locations, especially near overburdened communities that lack sustainable transportation options.	New; Commerce MM I.16, Climate Action Plan	The development of mobility hubs may be incremental upgrades as opportunities arise such as: new or refurbishment of middle and multifamily housing plus commercial development; upgrade of bus stops; utility service work; introduction of electric vehicle charging.	Promotes economic development, improves air quality, promotes equity and justice
CE6.2	Expand Support expansion of bicycle rack and locker capacity at appropriate transit stops, mobility hubs, and park & rides in a manner that meets Community Protection through Environmental Design guidelines.	Comp Plan Policy T-1.7, VMT Study, Climate Action Plan	This is an enabling policy that should reduce future VMT.	Improves air quality, improves health and wellbeing
CE6.3	Collaborate with the cities of Shoreline and Kenmore Support collaboration among neighboring cities to provide promote a streamlined, and connected alternative transit options, including a shared-use electric bicycle or scooter program that provides micromobility options across the neighboring provide transportation between cities.	Comp Plan Policy T-2.7, VMT Study	This is an enabling policy that should reduce future VMT. The edits to this policy broaden the collaboration that can occur and connect the policy more explicitly to VMT reduction.	Improves air quality, improves health and wellbeing
CE6.4	Develop a connected and complete multimodal network that prioritizes access to key destinations through Lake Forest Park - including the Town Center, transit stations, parks, and trails, and the Town Center - that provides safe access for all ages and abilities. Implement the Safe Streets and Town Center Connections Plans to ensure safe, efficient,	Comp Plan Policy T1.1, Commerce MM H.03, VMT Study, Community Survey	Develop mode-specific plans, such as bicycle and pedestrian plans, adopt complete streets policies and ordinances, and consider multimodal transportation in neighborhood specific plans.	Enhances resilience, improves health and wellbeing, improves air quality, promotes equity and justice

Goal 6 Reduce driving and enhance alternate transportation options.				
ID	Draft Policy	Source	Rationale	Co-benefits
	and direct pedestrian and bicycle access to the Town Center major community hubs and transit stations.		The policy edit responds to community feedback that there may be locations outside of the Town Center that are worth considering.	
CE6.5	Expand Lake Forest Park's "Safe Routes to School Program" participation, including an education and encouragement component, and continue to apply for local, state, and federal grants to enhance safe routes to schools.	Comp Plan Policy T-2.8, VMT Study, Climate Action Plan	This is an enabling policy that should reduce future VMT.	Enhances resilience, improves health and wellbeing, improves air quality, promotes equity and justice
CE6.6	Create and support implement outreach and education initiatives and materials that inform the community about transit travel options, in partnership with community groups .	Comp Plan Policy T-3.5, VMT Study	This is an enabling policy that should reduce future VMT. The edits to this policy emphasize that the City does can leverage and support existing efforts.	Improves air quality, improves health and wellbeing
CE6.7	Study policy alternatives to reduce vehicle travel, including Explore parking pricing for on-street parking and publicly owned off-street parking based on demand, time of day, and location.	CPAT, VMT Study	This policy complements the enabling policies above to decrease vehicle use and encourage residents to use modes other than single-occupancy driving. Policy removed after meeting with Planning Commission.	Improves air quality

Goal 7 Facilitate a transition to electric vehicles by expanding charging and education.				
ID	Draft Policy	Source	Rationale	Co-benefits
CE7.1	Align with existing building codes and regulations to draft an electric vehicle (EV) charging plan and Support the expansion of electric vehicle charging infrastructure throughout the community, including municipal buildings, multifamily and affordable housing developments, major commercial areas, parking garages, parks, and other community-serving locations to advance transportation decarbonization.	New; Commerce MM Goal AD; Climate Action Plan, Community Survey	Strengthening this policy is crucial given the growing state and countywide support for EV transition and infrastructure. Policy edited to remove EV charging plan after public comment and meeting with Planning Commission.	Improves air quality, supports housing supply and diversity, promotes equity and justice
CE7.2	Determine funding sources and establish clear priorities and prioritization criteria to support a phased Transition of the City fleet to electric vehicles starting with high-use, high-emissions, and cost-inefficient vehicles.	New; Climate Action Plan	This is a complement to communitywide infrastructure. Convert public fleets to zero-emission vehicles by a target date (2035 is stated in the Climate Action Plan) and develop supporting infrastructure and programs (e.g., charging stations and dedicated lanes for electric cars and buses). Policy edited to remove determining funding sources and establishing priorities after public comment and meeting with Planning Commission.	Improves air quality
CE7.3	Promote the use of electric off-road equipment in City operations and among community members by providing educational resources, guiding access to available funding or rebate programs, and incorporating electric equipment options into City operations where feasible.	GHG Inventory	Off-road equipment, such as construction and landscaping equipment, will become a larger proportion of GHG emissions as other sources are reduced. Early action to support a transition to electric equipment will have larger effects in the next decades.	Improves air quality, promotes equity and justice

Goal 8. Promote development that advances climate planning, resilience, and greenhouse gas emissions reduction.				
ID	Draft Policy	Source	Rationale	Co-benefits
CE8.1	Foster transit-oriented development by increasing density in areas well-served by transit and prioritize infill development through the zoning and permitting process.	Current LFP Comp Plan Policy LU-4.4; Commerce MM C.06	Incentivize infill by reducing impact fees and permitting fees, as well as by amending SEPA exemptions to allow residential infill development projects outright. Consider integrating into transportation or neighborhood planning. Also, consider any necessary code changes (zoning, design standards, parking, etc.) and develop incentives. Aligns with existing Comp Plan policies LU-4.4 and H-1.6	Supports housing supply and diversity, enhances resilience, improves health and wellbeing, improves air quality, promotes equity and justice
CE8.2	Implement Explore opportunities for complementary, mixed land use zoning in low density residential neighborhoods to promote cycling and walking and to reduce driving.	New; Commerce MM V.11, VMT Study, Community Survey	Creating walkable, accessible communities with mixed-use developments can reduce VMT. The majority of Washington cities, including Lake Forest Park, are zoned single-family and do not allow for commercial uses adjacent or integrated within the residential area. Amending land use regulations to require mixed-use developments can facilitate GHG reductions. Policy edited to 'explore' rather than 'implement' and to remove language about low density residential neighborhoods after public comment and meeting with Planning Commission.	Supports housing supply and diversity, enhances resilience, improves health and wellbeing, improves air quality

Goal 8. Promote development that advances climate planning, resilience, and greenhouse gas emissions reduction.

CE8.3	Reduce parking minimums near transit-oriented development to encourage sustainable transportation choices, reduce development costs, and improve housing affordability.	New; Commerce MM AC.01 and C.05; VMT Study	This policy, which could be implemented in a development code, could help reduce impervious surfaces that exacerbate stormwater runoff and the urban heat island effect. This policy also could encourage active-transportation (walking, biking, riding transit) alternatives to driving automobiles; this reduces emissions, improves community health, and supports other co-benefits. Policy removed after public comment and meeting with Planning Commission.	Provides cost savings, improves air quality, improves health and wellbeing, provides ecosystem services, promotes equity and justice
CE8.3	Support-Incentivize developments that utilize use clean energy or reduced energy consumption, including affordable housing and rental units.	Current LFP Comp Plan Policy LU-11.3	Residential and commercial buildings use large amounts of electricity. Jurisdictions can create incentives for new residential and commercial buildings to utilize zero-emission GHG features, reducing GHG emissions and mitigating climate change. Policy edits are to strengthen the policy and ensure benefits are shared by lower income and rental communities.	Improves air quality, supports housing supply and diversity

Goal 9. Reduce waste generation and increase recycling				
ID	Draft Policy	Source	Rationale	Co-benefits
CE9.1	Set and achieve specific goals around waste generation and periodically measure waste via waste characterization study, in partnership with the City's waste collection service provider.	New; Commerce MM X.04	Provides a structured approach to tracking and reducing waste, ensuring measurable sustainability goals are met.	Improves air quality
CE9.2	Focus on reducing generation and disposal of high-emissions materials, such as organic waste, via outreach and support for composting at homes and businesses. Consider creating a food rescue and/or food waste prevention technical assistance program to support the state's goal of 50% food waste reduction by 2030.	New; Commerce MM Goal D	Prioritizing organic waste helps reduce methane emissions and the city's overall environmental impact. Prioritizing organic waste and paper helps reduce methane emissions and the city's overall environmental impact. BUT there is already an education and food waste policy in the EQ chapter of the Comp Plan.	Builds community knowledge, improves air quality, improves health and wellbeing, enhances resilience, promotes equity and justice
CE9.3	Facilitate the City's 70% percent recycling rate goal (as adopted by King County) and expand current recycling efforts, such as the battery recycling program at City Hall.	Current LFP Comp Plan Policy EQ-5.6, Climate Action Plan	Recycling, particularly food, paper, textile, and metal waste, will reduce GHG emissions.	Enhances resilience, builds community knowledge
CE9.4	Incentivize reuse and recycling of construction and demolition waste.	Commerce MM D.02	Reusing and recycling existing construction and demolition debris avoids carbon emissions associated with depositing construction waste in landfills. Jurisdictions can incentivize recycling of demolition debris by waiving or reducing fees associated with recycling.	Builds community knowledge, promotes economic development
CE9.5	Support equitable outreach and engagement around waste reduction (including reuse and repair),	New, Commerce MM Goal D,	Engaging all community members ensures more	Builds community knowledge, enhances resilience,

Goal 9. Reduce waste generation and increase recycling				
	recycling, and composting in partnership with the City's waste collection service provider.	Climate Action Plan	inclusive and effective waste reduction efforts.	promotes equity and justice

Lake Forest Park Climate Element Engagement Summary

To	Mark Hofman City of Lake Forest Park
From	Sarah Farbstein, Alexandra Doty, and Maddie Seibert Cascadia Consulting Group, Inc.
Date	August 2025
Subj	Climate Element Engagement Summary

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Introduction

Amendments to Washington’s Growth Management Act (GMA) in 2023 newly require a Climate Element within cities’ comprehensive plans. The City of Lake Forest Park Comprehensive Plan Climate Element fulfills the requirements of RCW 36.70A.070(9) and RCW 36.70A.095 to plan for reductions in greenhouse gas emissions and enhance community resiliency to the adverse impacts of climate change. The Climate Element also aligns with the Department of Commerce’s Climate Planning Guidance.

Public input and feedback are critical to Climate Element development and to ensuring the plan and policies reflect the Lake Forest Park community. The project team developed and implemented an engagement strategy to reach Lake Forest Park’s community members to meaningfully hear feedback and integrate community input. Findings from this process informed the development of actionable policies.

Climate Element-specific engagement took place between March and July 2025 and built on a phase of engagement about the Comprehensive Plan more broadly, which took place in 2024. Cascadia Consulting Group led Climate Element Engagement alongside City staff.

Engagement for the Climate Element included four main strategies: community-wide online survey, group interviews, an in-person open house, and an online public comment period. This document describes a summary of key findings across engagement touchpoints and key findings from each engagement strategy. Please see the appendices for full details about each engagement strategy.

Key Findings Across Strategies

Climate Change Concerns

Across engagement strategies, participants voiced common climate change concerns and experiences.

- **Wildfire smoke, extreme heat, severe storms, and flooding are the top climate hazards most concerning to Lake Forest Park participants.**
- **Many residents have already experienced climate-related events**, including severe storms, flooding, wildfire smoke, and extreme heat.
- **Climate hazards are impacting daily life in tangible ways.** Participants reported a range of impacts including being forced to stay indoors due to poor air quality or limit outdoor activity, property damage, and health issues such as respiratory problems and heat-related illness.

Top Policy Areas

Across engagement strategies, several policy areas were top priority.

- **Community members identified improving transportation options as a key strategy** for reducing emissions in Lake Forest Park. Participants advocated for improved multimodal transportation and connectivity through mobility hubs, incentives to reduce car usage, shared electric vehicles, more bike lanes, and improved public transit. Participants envision a greener, safer, more walkable future.
- **Participants strongly support protecting natural ecosystems and preserving tree canopy.** Community members emphasized the need to protect and expand the existing urban tree canopy, a defining feature of Lake Forest Park. Participants advocated for drought-tolerant planting program, requiring green space in new developments, and encouraging tree planting in areas like parking lots.
- **Community members want to see leadership, public education, and opportunities for involvement.** Many participants called for the hiring of a dedicated climate manager. Community members emphasized the importance of educating residents about climate change and increasing community involvement in decision-making processes.

Demographics

The survey asked respondents about their age, gender, race/ethnicity, and household income. Answers to the demographic information were optional and anonymous. Demographic information was not collected for other engagement methods.

AGE

Respondents ages 65-74 had the highest percentage of responses (20.70%), while youth under 18 and between 18-24 were less than 1% of responses. 33.3% of respondents are 65 years older, compared to 18.1% of the Lake Forest Park population.

RACE/ETHNICITY

The majority (74.59%) of respondents are white or Caucasian, which is comparable to the general population. The percentage of Asian or Asian American, Hispanic, Latino, or Latina, and Black or African American respondents is below the Lake Forest Park population averages. 16.32% of respondents preferred not to share their race/ethnicity.

HOUSEHOLD INCOME

29.21% of respondents have a household income of \$200,000. Those with a household income of less than \$49,000 were less than 2% of responses. All household income groups were underrepresented by respondents when compared to the general population of Lake Forest Park. 26.64% of respondents preferred not to share their household income.

Climate Policy Advisory Team

The City established the Climate Policy Advisory Team (CPAT) to shape the strategies and policies by advising the City throughout the Climate Element development process (Resolution No 24-1948, Section 2). The CPAT included representatives from Planning Commission, the Climate Action Committee, and Tree Board. The CPAT met 9 times between October 2024 and June 2025, where they reviewed supporting materials and content, provided feedback on draft goals, and reviewed policies for the Climate Element.

CPAT Meeting	Topics Discussed
October 29, 2024	- Completed introductions, nominations and election of Chairperson and Vice Chairperson - Heard an overview of the Climate Element process and project - Reviewed and discussed the CPAT operating principles - Discussed the vision and goals for the Climate Element - Meeting minutes and details for the October 29, 2024 meeting are available on MuniCode
November 19, 2024	- Completed introductions, discussed reflections since the October meeting - Heard an overview of the policy audit process - Heard an overview of the Engagement Plan and reviewed the engagement timeline - Discussed the Climate Vulnerability Assessment: what it is, its purpose, and its connection to the Climate Element - Reviewed action items from the October meeting and identified new action items - Meeting minutes and details for the November 19, 2024 meeting are available on MuniCode
December 18, 2024	- Completed introductions, discussed reflections since the November meeting - Reviewed preliminary results from policy audit to launch CPAT review - Discussed the City-wide greenhouse gas (GHG) inventory process, including key milestones, deadlines, and methodology - Confirmed the Engagement Plan, reviewed incorporation of feedback, and provided updates on next steps - Shared a timeline of upcoming CPAT meetings and topics for 2025 - Reviewed action items from the November meeting and identified new action items - Meeting minutes and details for the December 18, 2024 meeting are available on MuniCode
January 21, 2025	- Completed introductions, discussed reflections since the December meeting - Introduction of community-wide greenhouse gas (GHG) emissions inventory - Discussed findings from the policy audit memo and database

CPAT Meeting	Topics Discussed
	- Discussed the suggestion of two CPAT webpages that focus on i) monthly CPAT issues and ii) general CPAT information - Reviewed the timeline of upcoming CPAT engagement milestones - Reviewed action items from the December meeting, went over ongoing feedback from CPAT members, and identified new action items - Meeting minutes and details for the January 21, 2025 meeting are available on MuniCode
February 12, 2025	- Completed introductions, discussed reflections since the January meeting - Heard an overview of the climate impacts summary and introduction to the upcoming vulnerability assessment process - Provided engagement updates and discussed a draft survey and next steps for the group interview approach - Reviewed action items from the January meeting and identified new action items - Meeting minutes and details for the February 12, 2025 meeting are available on MuniCode
March 12, 2025	- Completed introductions, discussed reflections since the February meeting - Shared the greenhouse gas (GHG) community inventory results and an update on the municipal inventory process - Introduced the travel market summary and vehicle miles traveled study - Heard an engagement update, including survey launch and the Climate Element postcard and factsheet - Reviewed action items from February meeting and identified new action items - Meeting minutes and details for the March 12, 2025 meeting are available on MuniCode
April 15, 2025	- Completed introductions, discussed reflections since the March meeting - Heard an overview of the greenhouse gas (GHG) inventory results and launching of the summary memo review, discussed VMT reduction strategies and set targets - Heard an update on the policy audit - Presented exposure and sensitivity findings from the Vulnerability Assessment, including maps of critical areas - Provided an update on the engagement survey progress and status of group interviews - Reviewed action items from the March meeting and identified new action items - Meeting minutes and details for the April 15, 2025 meeting are available on MuniCode

CPAT Meeting	Topics Discussed
May 14, 2025	- Completed introductions, discussed reflections since the April meeting - Introduced the future emissions forecast and wedge analysis - Reviewed and discussed the draft Climate Element, including goals and policies - Provided engagement updates and discussed survey process and open house - Reviewed action items from the April meeting and identified new action items - Meeting details for the May 14, 2025 meeting are available on MuniCode
June 02, 2025	- Completed introductions, discussed reflections since the May meeting - Reviewed and discussed the Climate Element and requested final edits before submitting to Commerce on June 13 - Reviewed action items from the May meeting and identified new action items - Meeting details for the June 2, 2025 meeting are available on MuniCode

Engagement Strategies

Engagement for the Climate Element included four main strategies: community-wide online survey, group interviews, an in-person open house, and an online public comment period. Engagement strategies at a glance:

Engagement Strategy	Date(s)	Summary	Number of Participants
Community survey	March 10-April 10, 2025	An online survey hosted on SurveyMonkey with questions about how Lake Forest Park residents understand and are impacted by climate change, and about potential Climate Element policy areas.	505
Group Interviews	April 8-9, 2025	Two in-person interviews with local High School students.	43
Open house	May 1, 2025	An in-person drop-in event where community members read and engaged with posters about the Climate Element, shared their feedback, and asked questions.	20
Public Comment	June 16 - August 11, 2025	An online public comment period via a Konveio site where community members reviewed the full draft of the Climate Element, shared feedback, and asked questions.	15

Community Survey

Overview

As part of the development of the Climate Element for the Comprehensive Plan, Lake Forest Park administered a public survey to gather the community's perspectives about climate risks and hazard planning. The survey was hosted via SurveyMonkey and linked on the City's Climate Element [webpage](#). The survey was promoted online, in addition to mailed flyers sent to every household in Lake Forest Park. The survey was available online from March 10, 2025 to April 10, 2025 and was available in English and Spanish. It received 505 responses. Survey respondents tended to be White or Caucasian, older, and have higher income compared to the general population of Lake Forest Park. Most respondents identified as residents (homeowners) of Lake Forest Park.

The results from this survey will help the City understand residents' priorities and inform the Climate Element. See *Appendix A. Survey Results* for the full survey results and synthesis of open-ended responses.

Key Findings

The following are key takeaways from the survey results:

- **Residents are highly aware of climate change.** Nearly all respondents indicated they are at least somewhat informed, with about half describing themselves as well-informed.
- **Wildfire smoke, severe storms, and heatwaves are top concerns.** Among the various climate hazards listed, residents expressed the greatest concern about wildfire smoke, followed closely by severe storms and heatwaves.
- **Many residents have already experienced climate-related events.** A significant portion of the community reported firsthand experience with severe storms (71%), wildfire smoke (67%), and heatwaves (67%).
- **Climate hazards are impacting daily life in tangible ways.** Respondents reported a range of impacts, including utility disruptions (65%), being forced to stay indoors due to poor air quality (67%), property damage (30%), and health issues such as respiratory problems and heat-related illness (37%).
- **There are some gaps in preparedness and access to resources.** While a majority of respondents feel they have at least some access to the information and tools needed to protect themselves, nearly a quarter do not feel adequately equipped or are unsure.
- **Residents strongly support resilience-building efforts.** When asked about priorities for increasing resilience, respondents emphasized the importance of preparing for extreme weather, protecting natural ecosystems, and ensuring the reliability of critical infrastructure like energy and water systems.

- **Reducing greenhouse gas emissions is a shared priority.** Community members identified promoting sustainable land use practices, expanding multimodal transportation, and transitioning to renewable energy as key strategies for reducing emissions in Lake Forest Park.
- **Open-ended responses reveal a desire for leadership and action.** Many residents called for the hiring of a dedicated climate manager, better emergency preparedness, stronger protections for the tree canopy, and improved walkability and transit access.
- **The community reflects a range of perspectives.** While most respondents expressed deep concern and urgency around climate change, others voiced skepticism or opposition to government-led initiatives.

Group Interviews

Overview

Cascadia Consulting Group requested interviews with key community organizations and stakeholders to inform Climate Element policy development, including Shorecrest High School, Lake Forest Park Stewardship Foundation, Third Place Commons, and Shoreline Lake Forest Park Senior Center. The group interviews were designed to ensure representation from diverse perspectives to help shape actionable strategies and policies within the Climate Element. The interviews aimed to:

- Collect in-depth feedback from groups within the community that may be underrepresented in other public engagement opportunities.
- Gather local lived experiences, expertise, and feedback from those likely to be impacted by policy changes.
- Identify top priorities and key considerations/unintended consequences of Climate Element policies.

Interviews were conducted with the Environmental Club and Interact Club at Shorecrest High School on April 8 and April 9, 2025. The interview questions focused on the actions that Lake Forest Park should prioritize to reduce greenhouse gas emissions and strengthen resilience to climate hazards. See *Appendix B. Group Interview Notes* for the full interview notes.

Key Findings

The following are key takeaways from the two group interviews at Shorecrest High School:

- Air quality, extreme heat, wildfires, and flooding are significant climate concerns that impact health, homes, transportation, and outdoor activities in the community.
- Students expressed frustration over pollution and littering, especially in public areas and near sidewalks.

- The groups feel there is a lack of clear City climate planning and limited public outreach, which hinders trust and action.
- Students envision a greener, safer, more walkable future with better public transit, bike lanes, and solar energy.
- Public spaces, including beaches and parks, should be more accessible.
- Poor infrastructure and urban planning make sustainable choices, such as walking or composting, difficult.
- Students want early education on sustainability and more opportunities to engage in decision-making.
- The City should test air quality, protect trees, manage rainwater, and require green space in new developments.
- People are motivated by a desire to help and believe that small, collective efforts can make a difference.

Open House

Overview

Date & Time	Thursday, May 1, 2025 5:30-7:30 PM
Location	Third Place Commons 17171 Bothell Way NE, Lake Forest Park, WA 98155
# of Participants	20
City and Project Team Attendees	Lake Forest Park: • Mark Hoffman • Chris Korwel Cascadia Consulting: • Sarah Farbstein • Nicole Saho Okimoto Wentworth • Alexandra Doty • Maddie Seibert Fehr & Peers: • Marissa Milam



Figure 1. Photo from the Climate Element Open House at Third Place Commons in Lake Forest Park.

Key Findings

The following are key takeaways from the Open House are provided below. See *Appendix C. Climate Element Open House Poster Activities* for the full Open House notes.

- Most attendees who attended the open house were supportive of the Climate Element and there is strong concern about the impacts of climate change as a current, personal, and local issue.
- Attendees indicated that they have personally experienced impacts from heat, wildfire smoke, and flooding.
- Of the six shared GHG emissions reduction policy categories, green spaces and trees and transportation options received the most support and renewable energy sources received the least.
- Of the eight shared climate resilience policy categories, protecting and restoring nature received the most support, while supporting local food systems and environmental justice and equity received the least.
- The following policy ideas that were common among attendees suggestions:
 - Protecting and expanding green spaces and tree canopy

- Sustainable transportation improvements, including multimodal expansion and improved connectivity
- Balancing development with environmental protection
- Promoting energy efficiency and electrification
- Waste reduction practices, including recycling and composting
- Building community preparedness and education
- Local leadership and accountability, including hiring a Climate Manager

Climate Change Impacts in Lake Forest Park

Participants were asked, “How have climate impacts, such as warmer temperatures, flooding, wildfires, or smoky days, personally affected you or your household? How have they affected others in your community?”. Below are the common themes from responses.

Air Quality and Smoke:

- Wildfire smoke has become a recurring disruption, forcing families to stay indoors, limiting outdoor play for children and pets, and negatively affecting physical and mental well-being. Attendees reported that smoke and poor air quality prevent biking to work, reduce time spent outdoors, and trigger health problems, especially for those with respiratory conditions.
- Smoke events were described as community-wide challenges, creating days when no one can go outside safely. Residents worry about long-term health impacts of repeated smoke exposure

Flooding and Impacts to Water:

- Significant flooding events were reported at both the household and neighborhood level, causing property damage and ongoing concerns about water management. Flooding and epic weather events are now regular, affecting homes in flood-prone areas.
- Additionally, residents noticed ecological changes in local waterways and highlighted concerns about aquatic ecosystem health under changing climate conditions.

Extreme Heat and Temperature Variations:

- Attendees described summers as “too hot” to enjoy outdoor activities without air conditioning. Heatwaves are making homes increasingly uncomfortable, especially for vulnerable groups.
- One attendee specifically noted that “big trees don’t like dryer summers”, reflecting concern for the impacts of heat and drought on the city’s tree canopy and ecosystem. Heat and smoke combined with wind events were cited as making outdoor activities impractical and unsafe.

Environmental Degradation and Loss of Biodiversity:

- Participants expressed concern about the use of gas-powered lawn equipment, linking it to pollution and declining air quality. There was a sense that pollution from various sources is undermining community health and well-being.
- Some comments reflected broader frustration, noting that when people fail to care for the community, “all of the families are affected.”

Policy Area Feedback

GHG EMISSIONS REDUCTION

Participants were asked to place a star by the GHG emissions reduction actions they support and would like to see prioritized. Of the six GHG emissions reduction policy categories, Green Spaces & Trees received the most votes with 12, followed by Transportation Options (11), Waste Reduction (7), Energy Efficient Buildings (5), Electric Vehicles (4), and Renewable Energy Sources with the fewest votes at 1.

Participants were also asked to share what else the City should consider, beyond the listed policy categories. The following are the policy recommendations shared:

Sector	Recommendation	Instances
Waste Management	Increase recycling and composting.	2
Waste Management	Increase reductions in waste.	2
Waste Management	Improve outreach and clarify options for material recycling.	1
Transportation	Improve non-motorized access and connectivity, including sidewalks and bike lanes.	2
Transportation	Encourage and incentivize carpooling and vehicle sharing.	1

CLIMATE RESILIENCE

Participants were asked to place a star by the climate resilience policies they support and would like to see prioritized. Of the 8 climate resilience policy categories, Protecting & Restoring Nature received the most votes with 9 votes, followed by Community Preparedness and Response (5), Weatherproofing Buildings (4), Water Protection & Conservation (4), Stronger Infrastructure (2), Community Education (2), and Environmental Justice & Equity and Support Local Food Systems with the fewest votes at 1 each.

Participants were also asked to share what else the County should consider, beyond the listed policy categories. The following are the policy recommendations shared:

Sector	Recommendation	Instances
Zoning & Development	Thoughtful density increases without destroying the environment.	1
Zoning & Development	Require new construction to have green space.	1
Emergency Management	Alternative energy sources, such as battery storage in homes to prepare for climate impacts.	1
Ecosystems	Improve tree maintenance programs, including more education on homeowners' responsibilities for tree health.	1
Other	Increase education and engagement with schools, students, and families.	2

Public Comment

Overview

The City of Lake Forest Park hosted a public comment period on the draft Climate Element from June 16 through August 11, 2025. Lake Forest Park community members provided feedback on the Climate Element and asked questions through an online platform called Konveio. The draft was available in English and the platform provided translation through Google Translate.

The City conducted outreach to inform the public about the comment period. The comment period was advertised via the Climate Element webpage, City e-blasts, posts on social media, and the monthly newsletter. The project team used Google Analytics to track visits to the public comment site. The site had 147 unique users during the comment period.

The draft received 44 comments from 15 community members. The full comments, as written, are available in *Appendix D. Public Comments*. The project team and City reviewed the comments on the draft Climate Element and made changes as appropriate.

Key Findings

- 77% of comments were on the draft goals and policies. There was 1 comment on the title page, 36 comments in Volume 1 Goals and Policies (2 comments in the introduction and 34 comments on the draft goals and policies), and 7 comments in Volume 2 Background Analysis.
- The following goals and policies received the most comments:
 - Policy CE-1.1: Integrate cooling low-impact development measures, such as trees, vegetation, permeable pavement, and other heat-resistant infrastructure near high-traffic transportation areas with elevated temperatures (*6 comments by 3 people*).

- › Policy CE-6.3: Support collaboration among neighboring cities to promote streamlined and connected alternative transit options, including a shared-use electric bicycle or scooter program that provide transportation between cities (*3 comments by 3 people*).
- › Policy CE-6.7: Explore pricing for on-street parking and publicly owned off-street parking based on demand, time of day, and location (*3 comments by 3 people*).
- The draft Climate Element received a diverse range of comments, questions, and suggestions. A few key themes emerged across the public comments:
 - › **Transportation and alternatives to driving:** There is a focus on improving transportation options such as mobility hubs, shared electric vehicles, and public transit. Comments also express the need to reduce car usage by understanding why residents drive and addressing barriers to using alternatives. Several raised concerns about using parking fees to achieve these goals. Concerns about parking, walkability, and bikeability were also raised.
 - › **Tree preservation and urban canopy:** Multiple comments emphasize the need to protect and expand the urban tree canopy. Ideas included a drought-tolerant planting program and addressing heat islands by encouraging tree planting in areas like parking lots.
 - › **Community education and involvement:** There is significant emphasis on the importance of educating residents about waste reduction, climate disinformation, air quality monitoring, and energy technologies. Additionally, comments suggest increasing community engagement and involvement in decision-making processes.

Appendix A. Survey Results

Questions

Question 1: How would you best describe your awareness and understanding of climate change?

Answered: 504 Skipped: 1

Almost all respondents reported they are either well-informed or familiar with and try to stay informed about climate change.

Answer Choices	Percentage	Responses
I am well-informed about climate change.	49.80%	251
I am familiar with climate change and try to stay informed.	46.23%	233
I have heard about climate change, but don't know much about it.	2.58%	13
I am not informed about climate change.	0.00%	0
I prefer not to say.	1.39%	7
TOTAL		504

Question 2: How do you currently access information about climate change? (select all that apply)

Answered: 503 Skipped: 2

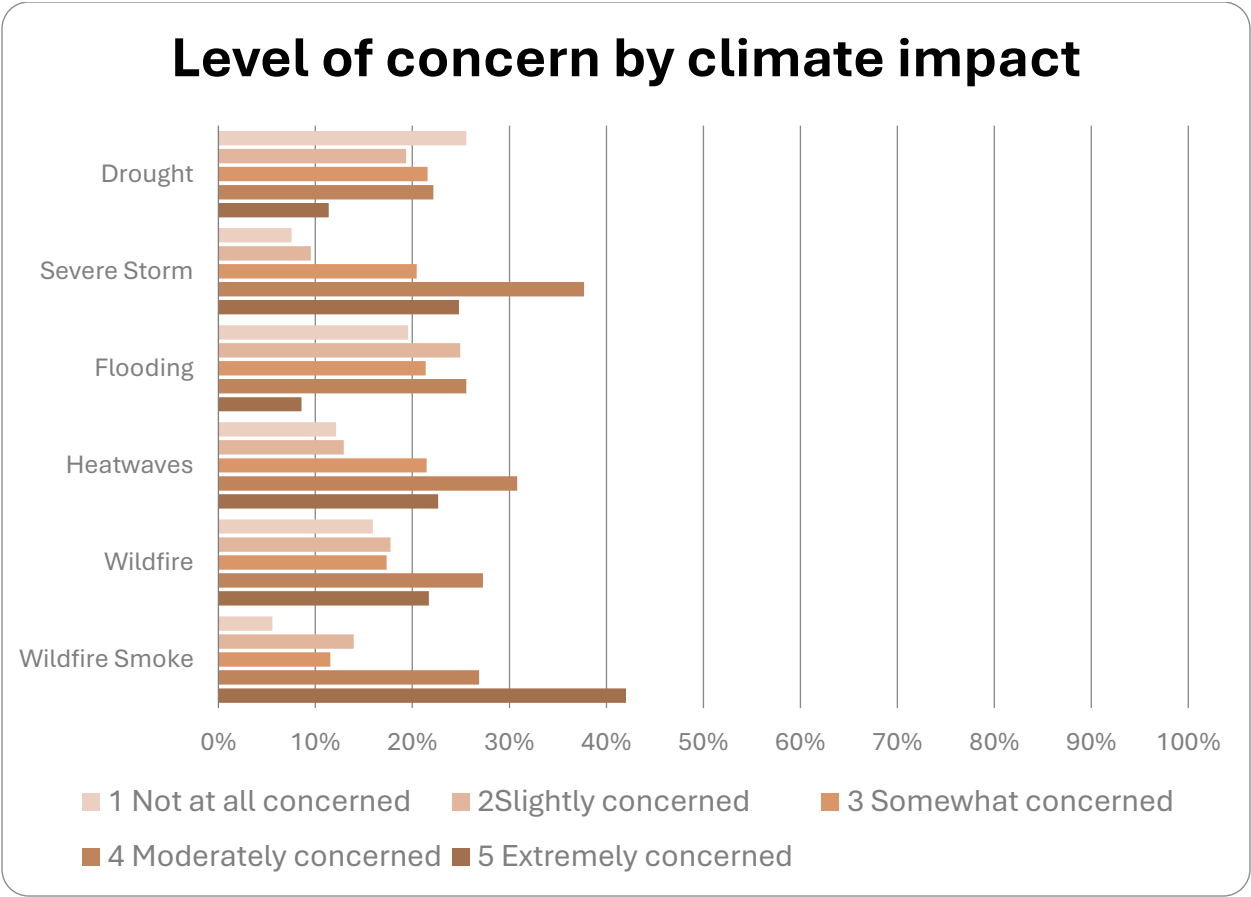
Respondents access information about climate change from a wide variety of sources. However, state/federal news media ranked the highest at 83.5%. Other sources included books, magazines, international news, and friends or family.

Answer Choices	Percentage	Responses
State/Federal News media (TV, newspapers, online)	83.50%	420
Local News (Shoreline Area News, Lake Forest Park Newsletter)	52.29%	263
Government websites and reports	43.54%	219
Social media	39.56%	199
Educational institutions (schools, universities)	38.57%	194
Community meetings or local organizations	17.69%	89
Other (please specify)	14.31%	72
TOTAL		1456

Question 3: How concerned are you with the following climate hazards in Lake Forest Park? Please indicate your level of concern for each climate hazard.

Answered: 504 Skipped: 1

Respondents were most concerned about wildfire smoke, with 68.9% either extremely or moderately concerned. Drought had the least concern, with 25.5% of respondents not at all concerned.



Question 4: Based on your responses to the previous question, tell us more about why you feel this way. Are there any other climate hazards you are concerned about missing from this list?

Answered: 272 Skipped: 233

The following themes were cited by survey respondents:

- Heat and Lack of Cooling: 46.4% (124/267) of responses
 - The biggest group of respondents described increasingly uncomfortable and unsafe indoor conditions during extreme heat events. Households without AC, especially for the elderly or young children, reported difficulty staying cool, and in some cases, needing to leave their homes temporarily to avoid the heat.
- Smoke and Air Quality: 29.2% (78/267) of responses
 - Many respondents discussed the health and lifestyle impacts of wildfire smoke. Residents expressed frustrations about being unable to spend time outdoors during fire season and concern for people with respiratory conditions. The recurrence of smoke-filled summers is affecting their quality of life.
- Flooding and Drainage: 12.4% (33/267) of responses
 - Localized flooding, especially in backyards, basements, and neighborhood streets was a recurring theme. Respondents noted that stormwater system appears to be overflowed more and some described repeated damage to property. There's a growing sense that these issues are worsening each year.
- Power outage: 4.9% (13/267) of responses
 - Respondents shared challenges related to power outages during storms. In some cases, these events were linked to anxiety or difficulty caring for medically vulnerable household members. The concern extends beyond inconvenience and to safety.
- Emotional Stress: 4.5% (12/267) of responses
 - Some respondents mentioned their experiences with the emotional toll of escalating climate impacts. They feel overwhelmed, worried, and afraid, as well as concerned for future generations.

Question 5: Which types of climate hazards have you experienced in Lake Forest Park? (Select all that apply)

Answered: 487 Skipped: 18

Most respondents have experienced wildfire smoke (84.19%), severe storms (71.46%), and heatwaves (66.74%) in Lake Forest Park. Other noted climate impacts included increased insects, landslides, ice storms, and low fish counts.

Answer Choices	Percentage	Responses
Wildfire Smoke	84.19%	410
Severe storms	71.46%	348
Heatwaves	66.74%	325
Drought	29.77%	145
Flooding	17.45%	85
Other (please specify)	7.39%	36
None of the above	5.54%	27
Wildfire	0.82%	4
TOTAL		1380

Question 6: How have these climate hazards impacted you or your household? (Select all that apply)

Answered: 487 Skipped: 18

The majority of respondents had to stay indoors for an extended period (66.74%) or experienced disruption to utilities (64.68%). Other ways climate hazards have impacted households included mental health impacts or the need to seek out cooling spaces.

Answer Choices	Percentage	Responses
Had to stay indoors for an extended period	66.74%	325
Disruption to utilities (water, electricity, etc.)	64.68%	315
Health issues (heat-related illness, respiratory problems, etc.)	37.37%	182
Property damage or loss	28.54%	139
None of the above	9.86%	48
Economic impacts (job loss, increased costs)	9.45%	46
Other (please specify)	9.45%	46
TOTAL		1101

Question 7: Do you feel you have access to the necessary resources and information to protect yourself from climate hazards?

Answered: 486 Skipped: 19

A large majority (79 %) of respondents either fully or somewhat feel they have access to the necessary resources and information to protect themselves from climate hazards.

Answer Choices	Percentage	Responses
Yes, fully	24.49%	119
Yes, somewhat	54.53%	265
No	14.40%	70
Not sure	6.58%	32
TOTAL		486

Question 8: What types of support or resources would help you prepare for and respond to climate hazards? (Select all that apply)

Answered: 481 Skipped: 24

Most respondents would like access to real-time information and alerts (71.52%) to help prepare for and respond to climate hazards. Other types of resources noted were education, resilience hubs, and managing power lines to prevent outages.

Answer Choices	Percentage	Responses
Access to real-time information and alerts	71.52%	344
Community support networks	44.07%	212
Emergency preparedness training	36.17%	174
Improved City policies and procedures	34.93%	168
Financial assistance	16.22%	78
Other (please specify)	15.80%	76
None of the above	10.19%	49
TOTAL		1101

Question 9: Select the climate impacts you are most concerned about regarding public health and community well-being in Lake Forest Park (Select up to 3).

Answered: 469 Skipped: 36

The climate impacts respondents were most concerned about included health problems (67.59%) and access to emergency services (52.67%). An 'other' impact noted was increasing costs.

Answer Choices	Percentage	Responses
Health problems (e.g., heat, poor air quality, mental health issues) will increase	67.59%	317
Access to emergency services will be harder during extreme weather	52.67%	247
Healthcare and social services will be overwhelmed	43.71%	205
People will lose their homes/be displaced by climate hazards	38.17%	179
Local businesses and jobs will suffer	24.09%	113
None of the above	10.02%	47
Other (please specify)	5.12%	24
TOTAL		1132

Question 10: Select the climate impacts you are most concerned about regarding the natural environment in Lake Forest Park (Select up to 3).

Answered: 469 Skipped: 36

Most respondents are concerned that natural habitats or wildlife will be lost or threatened (68.66%) and that water quality in streams, lakes, and rivers may decline, or access to these waters may become more difficult (63.11%). ‘Other’ responses emphasized concerns regarding tree loss.

Answer Choices	Percentage	Responses
Natural habitats or wildlife will be lost or threatened (e.g. tree canopy, salmon population etc)	68.66%	322
Water quality in streams, lakes, and rivers may decline, or access to these waters may become more difficult.	63.11%	296
Fish populations/aquatic ecosystems will decline	46.70%	219
Wildlife migration patterns will change, and invasive species will spread more	37.53%	176
Soil fertility will decrease or erosion will increase	25.37%	119
None of the above	15.14%	71
Other (please specify)	7.04%	33
TOTAL		1236

Question 11: Select the climate impacts you are most concerned about regarding development and land use in Lake Forest Park (Select up to 3).

Answered: 467 Skipped: 38

Vegetation or tree canopy will be lost on developed properties (60.60%) received the most votes for concerns regarding development and land use in Lake Forest Park, followed by landslides/erosion will increase on developed land (51.18%). ‘Other’ responses emphasized concerns about rising costs and tree loss.

Answer Choices	Percentage	Responses
Vegetation or tree canopy will be lost on developed properties	60.60%	283
Landslides/erosion will increase on developed land	51.18%	239
Flooding will become more common in residential/commercial areas	39.40%	184
Property values will go down/insurance costs will rise	37.04%	173
Housing costs will rise, and availability will become more limited	32.98%	154
Access to parks or recreational spaces will be reduced	30.62%	143
None of the above	9.42%	44
Other (please specify)	8.57%	40
TOTAL		1260

Question 12: Select the climate impacts you are most concerned about regarding built infrastructure in Lake Forest Park (Select up to 3).

Answered: 464 Skipped: 41

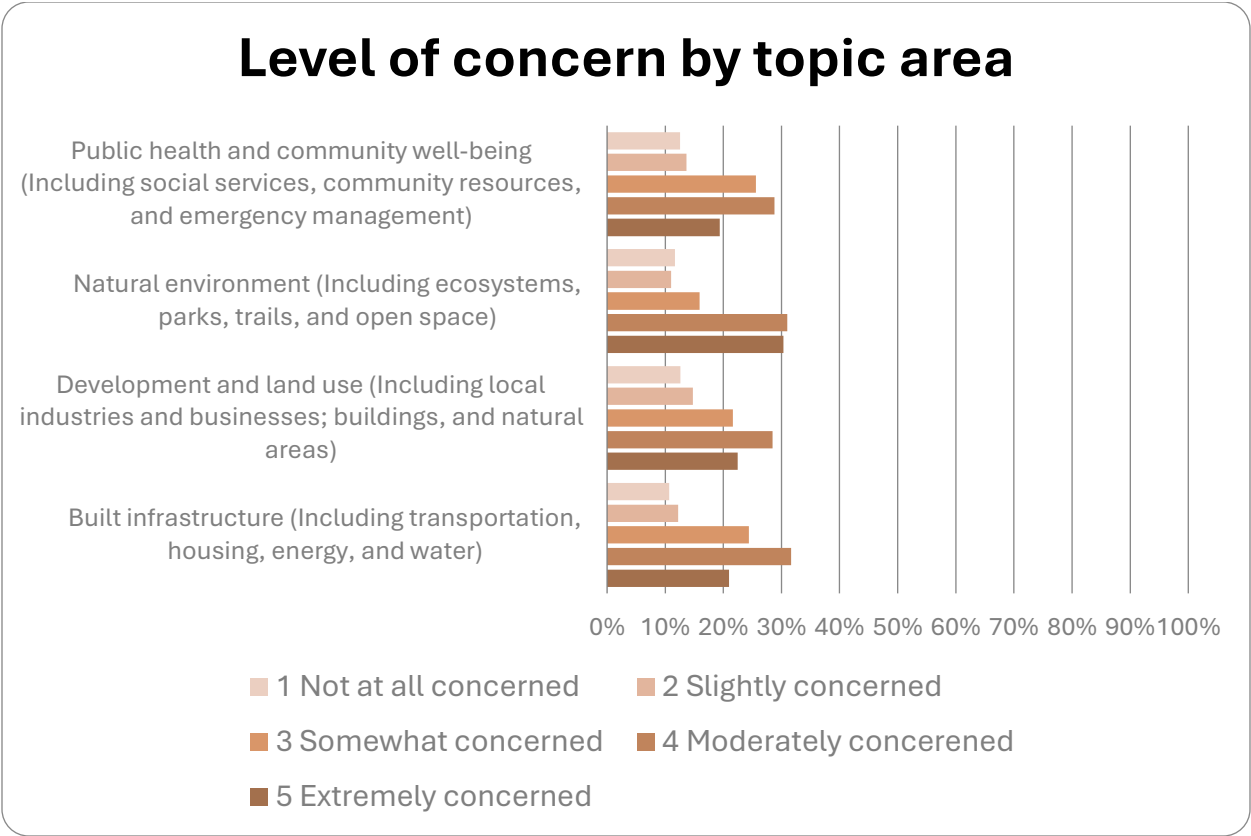
The climate impact with the highest concern by respondents is power outages and disruptions to electrical grids will occur (86.42%). ‘Other’ responses emphasized these concerns regarding power outages.

Answer Choices	Percentage	Responses
Power outages and disruptions to electrical grids will occur	86.42%	401
Drinking water and sewage systems will be damaged due to extreme weather	47.63%	221
Communication networks (e.g., cell service, internet) will become less reliable	42.89%	199
Stormwater infrastructure will fail due to extreme heat or flooding	35.13%	163
Roads and public transit will be disrupted	33.19%	154
None of the above	9.27%	43
Other (please specify)	5.60%	26
TOTAL		1181

Question 13: Please indicate your level of concern for each topic area, in terms of climate change impacts, in the next 10-20 years.

Answered: 471 Skipped: 34

Overall, respondents are most concerned about impacts to the natural environment (61.36% were either moderately or extremely concerned).



Question 14: What do you consider to be the top priorities to increase resilience to climate impacts in Lake Forest Park? (Select up to 3).

Answered: 446 Skipped: 59

58.97% of respondents ranked preparing for extreme weather and disasters as a top priority, followed by protecting energy supply and operation of critical infrastructure (46.64%) and protecting and restoring natural ecosystems (45.52%). ‘Other’ responses encouraged the City to hire a Climate Manager, while others voiced concerns regarding City spending tax payer dollars.

Answer Choices	Percentage	Responses
Preparing for extreme weather and disasters (e.g. emergency response, backup power, resilience hubs)	58.97%	263
Protecting energy supply and operation of critical infrastructure (e.g. renewable energy, microgrids, communication towers)	46.64%	208
Protecting and restoring natural ecosystems (e.g. parks, tree canopy, wetlands, streams)	45.52%	203
Promoting sustainable land use and development (e.g. zoning to reduce flood risk, mixed-use development, equitable access to services)	40.13%	179

Answer Choices	Percentage	Responses
Investing in resilient transportation and infrastructure (e.g. upgrading stormwater systems, reinforcing roads and bridges, and improving raised sidewalks and bike lanes for safer, all-weather access)	34.98%	156
Conserving natural resources and reducing waste (e.g. water conservation, composting, sustainable agriculture)	30.27%	135
Ensuring climate policies support equity and affordability (e.g. affordable heating and cooling, access to clean energy, support for vulnerable communities)	26.23%	117
Strengthening local food systems (e.g. farmers' markets, food security)	15.25%	68
Boosting economic resilience (small business support, green jobs)	9.19%	41
Other (please specify)	6.50%	29
None of the above	5.61%	25
TOTAL		1424

Question 15: What do you consider to be the top priorities to reduce GHG emissions in Lake Forest Park? (Select up to 3).

Answered: 446 Skipped: 59

The three top priorities for reducing GHG emissions among respondents were promote sustainable land use practices (47.98%), expand access to multimodal transportation options (41.70%), and transition to renewable energy (40.58%). 'Other' responses emphasized support for expanding access and improving multimodal transportation.

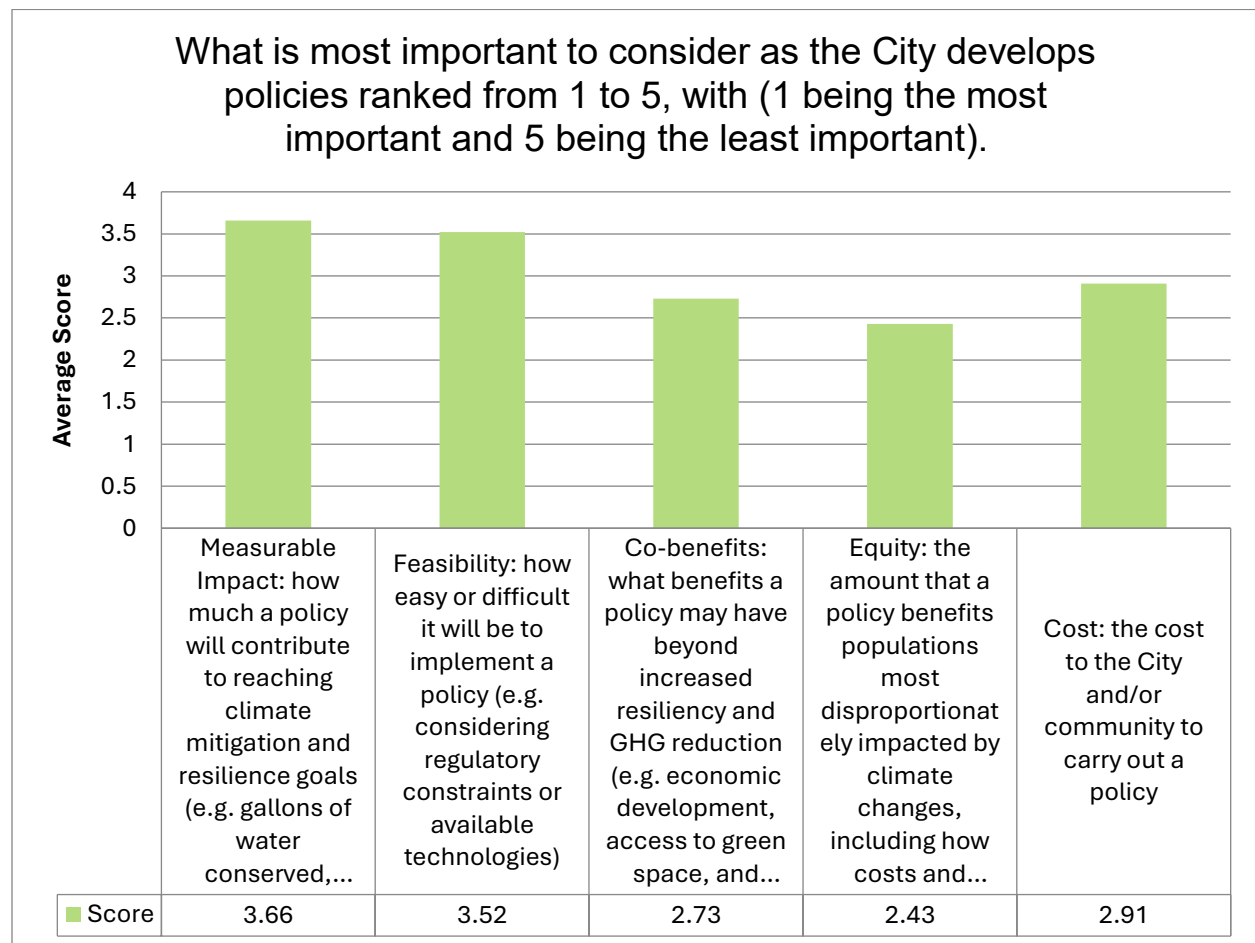
Answer Choices	Percentage	Responses
Promote sustainable land use practices (e.g. limit tree loss, support low-carbon and healthy forests)	47.98%	214
Expand access to multimodal transportation options (e.g. shuttle, biking, walking)	41.70%	186
Transition to renewable energy (e.g. solar, battery storage, and backup power systems)	40.58%	181
Improve building sustainability (e.g. more efficient heating & cooling, weatherization, renewable energy sources)	40.13%	179
Increase recycling, composting, sustainable consumption, and zero waste (e.g., reuse, low-carbon materials)	31.17%	139
Facilitate the transition to electric vehicles (including charging infrastructure)	28.25%	126
Prioritize transit-oriented development (e.g. encourage new housing near transit and services)	26.23%	117

Answer Choices	Percentage	Responses
None of the above	9.87%	44
Other (please specify)	9.42%	42
TOTAL		1228

Question 16: Out of the following options, what is most important to consider as the City develops policies? Please rank them in order of importance. Please rank them from 1 to 5, with (1 being the most important and 5 being the least important).

Answered: 440 Skipped: 65

Measurable impact received the highest percentage of votes for being most important (35.14%), and the other highest score of 3.66. Equity received the highest percentage of votes for being least important (31.16%) and had the overall lowest score with 2.43.



Question 17: Are there additional climate resilience or GHG emissions reduction policies you would like to see in Lake Forest Park?

Answered: 132 Skipped: 373

The following themes were noted by survey respondents:

- Electrification Incentives: 31.1% (38/122) of responses
 - Respondents shared that they advocated for rebates or financial assistance to support home energy updates, including heat pumps, electric appliances, EV chargers, and solar panels. These suggestions were often framed as practical steps the City could take to empower households to act on climate goals.
- Active Transportation: 26.2% (32/122) of responses
 - Respondents described improving pedestrian and bicycle infrastructure as a clear priority. They emphasized the importance of walkability and safer streets, particularly near schools, and suggested that enhancing transit and active transportation options would reduce emissions and traffic-related risks.
- Tree Canopy & Native Landscaping: 19.7% (24/122) of responses
 - Respondents shared that the role of trees and natural vegetation in climate resilience is crucial. They highlighted the need to preserve mature trees, restore native plantings, and integrate green space into development. Trees are seen as essential for cooling, stormwater absorption, and overall ecological health.
- Public Education & Outreach: 3.3% (4/122) of responses
 - Respondents called for more communication around what actions are effective to build resilience for climate change, what the City is working on currently, and how people can get involved. There's a clear interest in practical guidance such as newsletters to community workshops to help bridge the awareness to action gap.
- Stormwater Infrastructure: 1.6% (2/122) of responses
 - A couple of respondents raised the issue of stormwater infrastructure with urgency. The link between local flooding and climate resilience was clear with calls for proactive investment in green infrastructure and flood mitigation.

Question 18: Do you know of any initiatives or organizations in Lake Forest Park working to reduce the City's impact on climate change or building resilience? If so, please describe the initiative or organization.

Answered: 98 Skipped: 407

The following initiatives or organizations were cited by survey respondents:

- C.O.R.E. (Citizens Organized to Rethink Expansion)
- Citizens Climate Committee

- Climate Hub at Third Place Commons
- Environmental Rotary / Rotary Club
- King County Green Schools Program
- Lake Forest Park Stewardship Foundation
- LFP Climate Action Book Club
- LFP Climate Action Committee
- LFP Garden Club
- LFP Tree Board
- LFP Water District / KCWD 63
- Miyawaki Forest (associated with Shoreline Historical Museum)
- Northshore Emergency Management Coalition
- NextCycle Washington
- People for Climate Action
- Ridwell
- Salmon Watchers Program
- Salmon-Safe.org
- Shorecrest High School Environmental Club
- Shorecrest Interact Club
- Shoreline School District Climate Resiliency Resolution
- Sound Transit
- Streamkeepers / Stewardship Stream Initiative
- Urbanist Shoreline
- Volunteer groups working in Grace Cole Park and 5 Acre Woods

Question 19: Is there anything else you would like us to consider for the development of the Climate Element?

Answered: 132 Skipped: 373

The following themes were noted by survey respondents:

- Accountability & Action: ~25% of responses
 - Respondents wrote about the importance of translating community input into concrete outcomes. There was a strong call for the City to not only plan, but to implement, measure, and report on climate action plans in a transparent and timely manner
- Appreciation for the Process: ~25% of responses
 - Respondents expressed gratitude for the opportunity to participate in the survey, and encouraged the City to continue making climate action a priority.
- Equity & Inclusion: ~15% of responses
 - Respondents shared the importance of designing climate strategies that support renters, lower income households, and older adults. Ensuring equitable access to resources was seen essential to community-wide resilience.
- Communication & Transparency: ~20% of responses
 - Respondents asked for regular updates, accessible information, and opportunities to stay engaged through newsletters, public events, or online dashboards. Transparency and visibility were seen as key to building trust and sustaining momentum.

Question 20: Which of the following best defines your connection to Lake Forest Park? (Select all that apply)

Answered: 445 Skipped: 60

The vast majority of respondents (92.81%) were Lake Forest Park residents (homeowner).

Answer Choices	Percentage	Responses
Resident (homeowner)	92.81%	413
Business owner	5.84%	26
Resident (renter)	4.94%	22
Residential property owner/housing provider/landlord	2.92%	13
Employee/I work in Lake Forest Park	2.25%	10
Other (please specify)	2.25%	10
Student	0.90%	4
Elected official	0.67%	3
Tribal member	0.22%	1
Commercial landowner	0.00%	0
Tribal elder	0.00%	0
TOTAL		502

Question 21: What is your age? (Please select one)

Answered: 430 Skipped: 75

Respondents ages 65-74 had the highest percentage of responses (20.70%), while youth under 18 and between 18-24 were less than 1% of responses.

Answer Choices	Percentage	Responses
Under 18	0.23%	1
18 – 24	0.47%	2
25 – 34	6.28%	27
35 – 44	16.28%	70
45 – 54	18.37%	79
55 – 64	17.67%	76
65 – 74	20.70%	89
75 and older	12.56%	54
I prefer not to say	7.44%	32
TOTAL		430

Question 22: To which gender do you most identify with? (Select all that apply)

Answered: 431 Skipped: 74

50.12% respondents identify most with being a woman.

Answer Choices	Percentage	Responses
Woman	50.12%	216
Man	37.82%	163
I prefer not to say	10.67%	46
Other (please specify)	1.86%	8
Non-binary	0.93%	4
TOTAL		437

Question 23: What is your race/ethnicity? (Select all that apply)

Answered: 429 Skipped: 76

The majority (74.59%) of respondents are white or Caucasian.

Answer Choices	Percentage	Responses
White or Caucasian	74.59%	320
Asian or Asian American	7.69%	33
Hispanic, Latino, or Latina	2.33%	10
Native American, American Indian, or Alaska Native	1.17%	5
Black or African American	0.93%	4
Native Hawaiian or other Pacific Islander	0.70%	3
Middle Eastern, North African, or Arab American	0.23%	1
I prefer not to say	16.32%	70
TOTAL		446

Question 24: What is your approximate household income? (Please select one)

Answered: 428 Skipped: 77

29.21% of respondents have a household income of \$200,000. Those with a household income of less than \$25,000 or between \$25,000-\$49,000 had less than 2% of responses.

Answer Choices	Percentage	Responses
Less than \$25,000	0.93%	4
\$25,000 – \$49,999	1.87%	8
\$50,000 – \$74,999	5.37%	23
\$75,000 – \$99,999	7.48%	32
\$100,000 – \$149,999	16.12%	69
\$150,000 – \$199,999	12.38%	53
\$200,000 or more	29.21%	125
I prefer not to say	26.64%	114
TOTAL		428

Appendix B. Group Interview Notes

On April 8 and April 9, 2025, Cascadia Consulting Group (the project team) interviewed two student organizations at Shorecrest High School: the Environmental Club and Interact Club. The goal was to gain youth perspectives on climate change, what concerns them most and the changes they want to see. The students from both clubs shared thoughtful insights and inspiring ideas. The following summarizes their responses.

Environmental Club

1. What climate issues or impacts are you most concerned about?
 - a. Natural disasters (e.g., stronger rain, tsunamis, hurricanes); concern about worsening smog.
 - b. Wildfires are more prevalent than ever. Air quality has gotten so bad that school sports had to be canceled. California is experiencing serious effects.
 - c. A lot of littering in the area.
 - d. Concern about the lack of a clear climate action plan. Questions around whether there is a timeline for implementation.
2. Imagine LFP 20 years from now, what does it look like?
 - a. Roads feel safer with small sidewalks or speed bumps. Many people ride bikes, and there's a desire for more road safety.
 - b. Less sewage and trash pollution, sidewalks are often littered.
 - c. A more convenient and safer bus system, especially for students. Bus stops should be closer to neighborhoods.
 - d. More solar and sustainable energy use. Reused water for gardens. Greater focus on water conservation.
3. What are some actions the city could take to make your community more resilient?
 - a. Conduct air quality testing and hold polluters accountable.
 - b. Create service projects in response to natural disasters.
 - c. Designate spaces for rainwater redistribution (e.g., black water systems).
4. What makes it hard for people to take action?
 - a. Lack of accessible information. There needs to be more advertising and outreach about how, when, and what actions people can take. Libraries or town centers could offer resources on how to be more sustainable.
 - b. Start young with education, for example, composting could be taught early.
 - c. Inconvenience and lack of accessibility in doing the right thing in terms of waste management.
 - d. Workshops in the library would help with consistent access to sustainability education.
 - e. Town Center is designed for driving, not walking.
 - f. Poor urban planning: the area is not pedestrian-friendly. Lack of sidewalks makes it harder to engage sustainably.

5. Why did you join the Environmental Club?
 - a. Frustration with trash.
 - b. Belief that collective efforts add up overtime.
 - c. A desire to improve the situation. hope that anything can help make a difference.

Interact Club

1. What climate issues or impacts are you most concerned about?
 - a. Extreme heat. Last summer it was so hot they had to buy air conditioning, not everyone can afford that.
 - b. Erosion is becoming more common due to increased precipitation. Homes have even collapsed.
 - c. Public transportation is affected by flooding and is already hard to access. Bus systems were rearranged with no notice; youth were especially impacted.
 - d. Pollution and rising water temperatures are affecting animal habitats, including salmon.
 - e. Wildfire smoke is affecting birds and people with asthma.
 - f. Want to see more compost bins in parks.
2. Imagine LFP 20 years from now, what do you want to see?
 - a. Cleaner energy: more electric cars, hydro, and solar power.
 - b. More composting and recycling to reduce emissions and clean the environment.
 - c. Currently, beaches are private and inaccessible, a result of redlining.
 - d. Creative ideas to reuse materials: turning recycling and trash into new products.
 - e. Greener public spaces: more green rooms and moss lawns instead of grass; addressing invasive plant species.
 - f. Some homes flood during rainfall due to a lack of infrastructure to manage excess water and prepare for changing climates.
3. What are some actions the city could take to make your community more resilient?
 - a. Improve walkability: LFP is not pedestrian-friendly. Town Center is not safe. Cars are too close to sidewalks.
 - b. Build a bridge over the LFP.
 - c. Create dedicated bike lanes.
 - d. Invest in trains, and make sure stations are truly accessible.
 - e. Fix sidewalks; many are currently damaged or incomplete.
 - f. Repair roads. There have been signs saying “rough roads for 2 miles” for years, it’s dangerous and frustrating.
 - g. Preserve trees. Too many are being cut down for apartments and fast-food chains.
 - h. One area had 10 massive trees planted in a row, none survived. It feels like the city is trying but not doing enough.
 - i. Too many apartments are going up without sufficient planning.
 - j. High cost of rent is making it hard for low-income families.
 - k. New apartments lack parking, so cars are spilling into existing neighborhoods, it’s unattractive and inconvenient.
 - l. Require a minimum amount of green space per development.

- m. Install rain gardens between streets and sidewalks.
- 4. What makes it hard for people, especially young people, to take action?
 - a. Many don't know where to start or how to get their voices heard.
 - b. The city needs to come into community spaces to invite input and provide clear ways to get involved.
 - c. More events like this! A form or forum for youth to share ideas would help, even if the ideas come later.
 - d. Outreach should go to more schools and reach a broader audience, maybe through school assemblies.

Appendix C. Climate Element Open House Poster Activities

Open House Stations and Posters

- Station 1
 - › Poster 1: Welcome to the City of Lake Forest Park Climate Workshop
 - › Poster 2: Planning for Climate Change in Lake Forest Park
 - › Poster 3: How Does the Climate Element Relate to Lake Forest Park's Climate Action Plan?
- Station 2
 - › Poster 4: Climate Pollution in Lake Forest Park
 - › Poster 5: Prioritizing Climate Pollution Reduction Actions
 - › Poster 6: GHG Emissions Reduction Sub-element Draft Policies
- Station 3
 - › Poster 7: How Will Climate Change Impact Lake Forest Park?
 - › Poster 8: How Are You Affected?
 - › Poster 9: Where Do You See Climate Impacts?
 - › Poster 10: Prioritizing Actions that Build Climate Resilience
 - › Poster 11: Resilience Sub-element Draft Policies
- Station 4
 - › Poster 12: Prepare for Climate Change and Reduce Your Impact*
 - › Poster 13: Stay Involved in the Climate Element Process

See below for images of the open house poster activities and the written responses.

Station 1: Welcome & Climate Element Overview

Poster 1: Welcome to the City of Lake Forest Park Climate Workshop

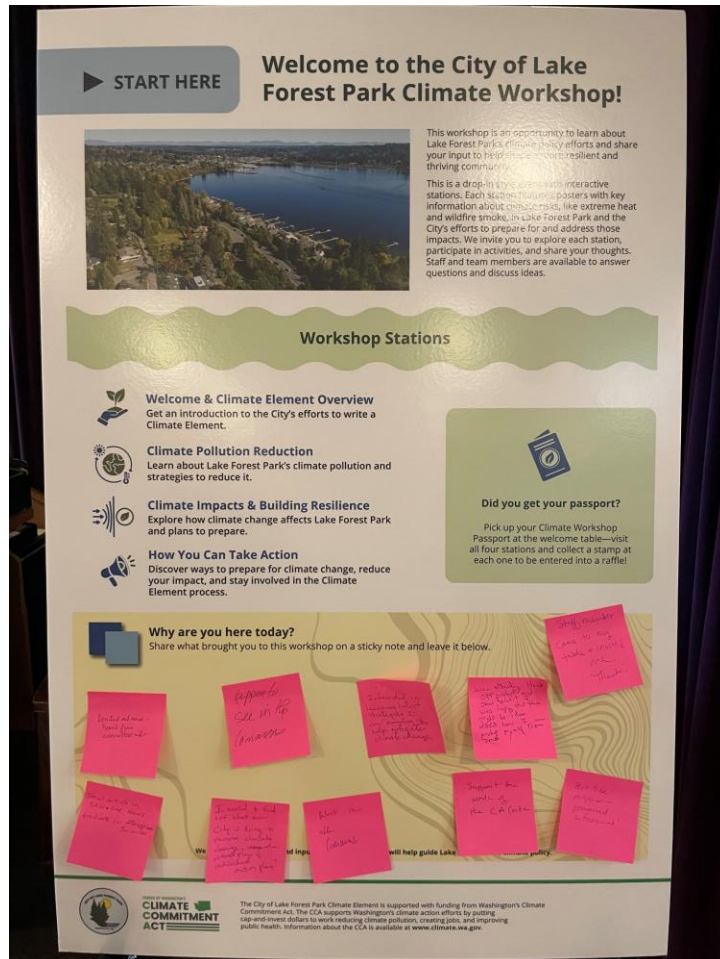


Figure 2. Poster 1: Welcome to the City of Lake Forest Park Climate Workshop

Why are you here today?

- Saw an article in Shoreline News and am a Graduate in Atmospheric Sciences
- Limited outreach – heard about this from a committee member
- Saw the event in the Commons
- Wanted to find out what our city is doing to reverse climate change, including the overall plan and individual action plan
- Work in the Commons
- Interested in learning the latest strategies I can employ to help mitigate climate change
- Was attending Hands Off protest and saw exhibit. I was hoping that this might be ideas about how I can protect myself from smoke.

- Staff member came to my table and invited me – thanks!
- Best to be prepared!

Poster 2: Planning for Climate Change in Lake Forest Park

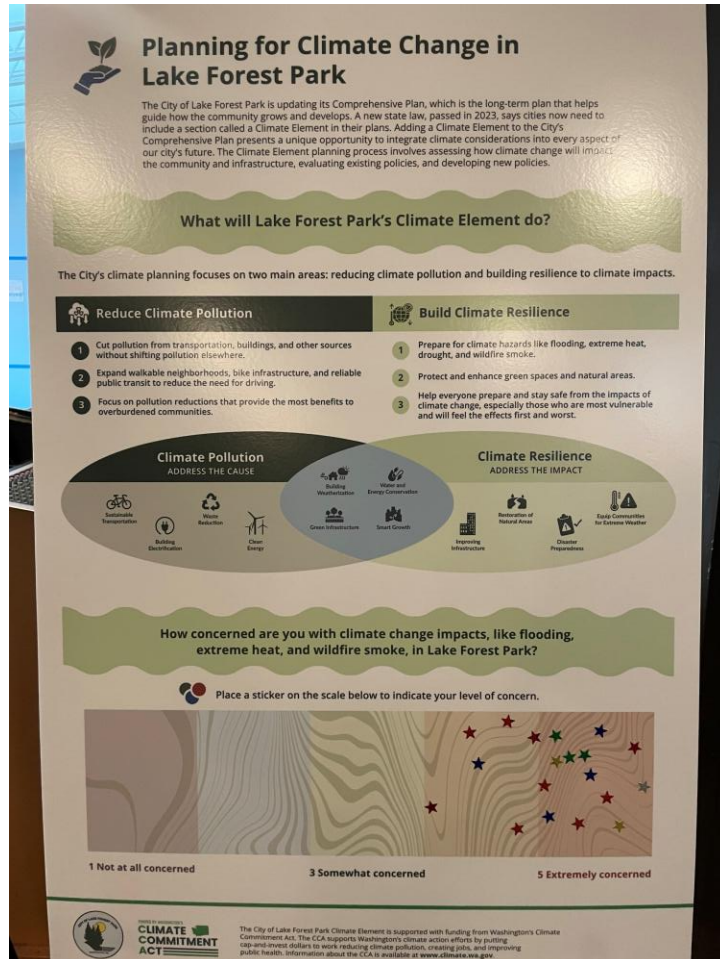


Figure 3. Poster 2: Planning for Climate Change in Lake Forest Park

How concerned are you with climate change impacts, like flooding, extreme heat, and wildfire smoke, in Lake Forest Park? Scale of 1-5.

- 1 (Not at all concerned): 0 votes
- 2: 0 votes
- 3 (Somewhat concerned): 0 votes
- 4: 6 votes
- 5: (Extremely concerned): 13 votes

Poster 3: How Does the Climate Element Relate to Lake Forest Park's Climate Action Plan?

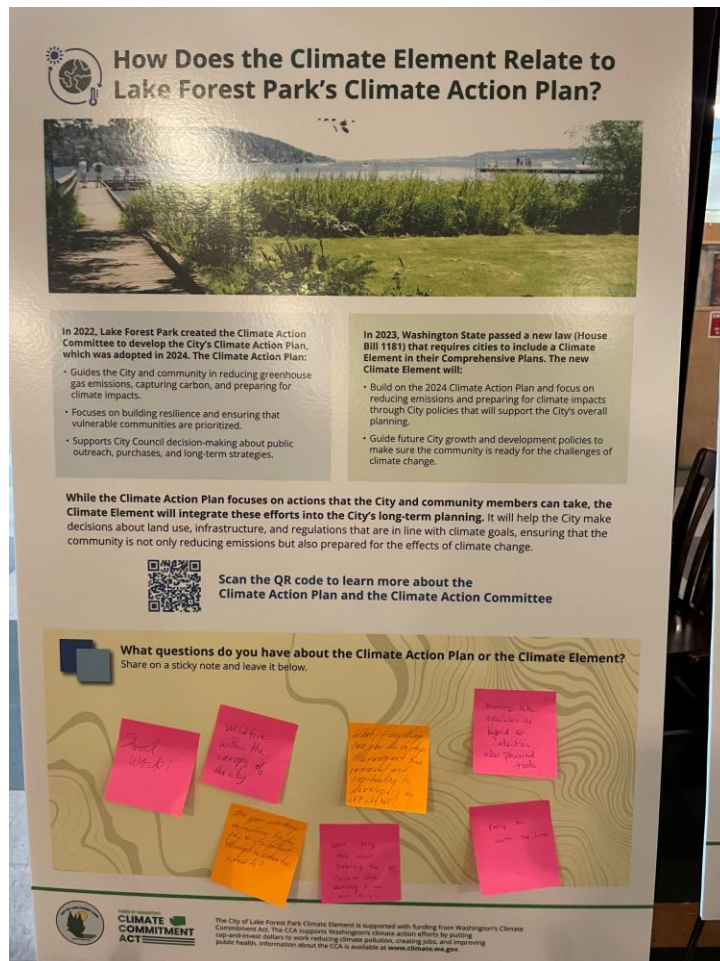


Figure 4. Poster 3: How Does the Climate Element Relate to Lake Forest Park's Climate Action Plan?

What questions do you have about the Climate Action Plan or the Climate Element?

- Wildfire within the canopy of the City
- Are you working to reduce traffic flow And its fallout through residential streets?
- What, if anything, can you do to stop the rampant tree removal and capitulating to developers by Lake Forest Park City Hall?
- What is being done about protecting the Preserve while developing a new park there?
- Moving city vehicles to hybrid or electric, also powered tools.
- Keeping the water and the forest.

Station 2: Climate Pollution Reduction

Poster 4: Climate Pollution in Lake Forest Park

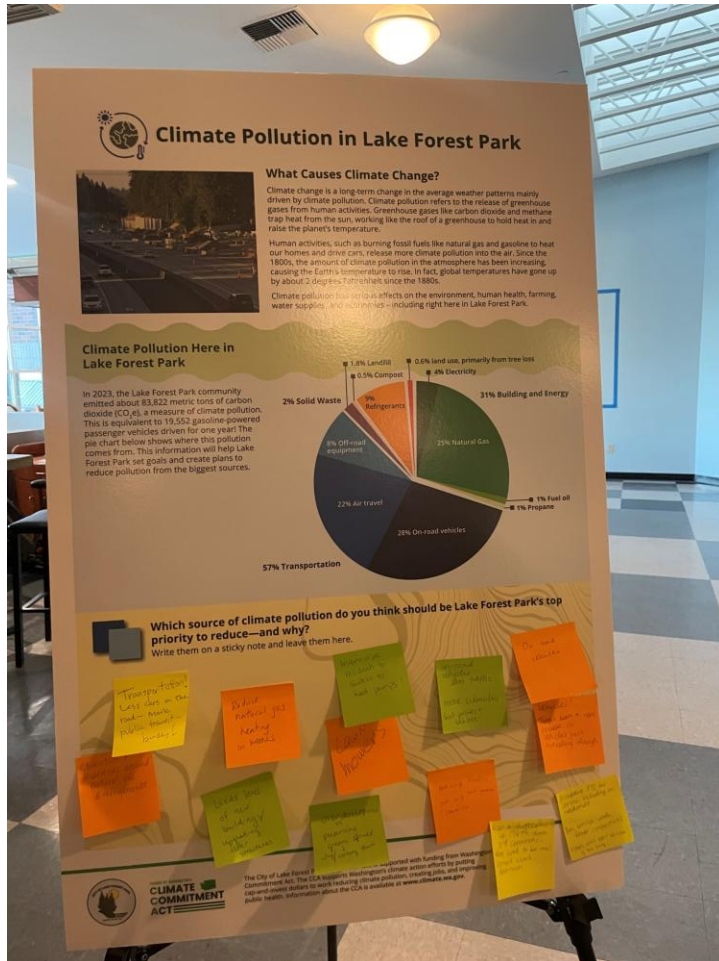


Figure 5. Poster 4: Climate Pollution in Lake Forest Park

Which source of climate pollution do you think should be Lake Forest Park's top priority to reduce—and why?

- Transportation! Less cars on the road—more public transit—buses!
- Education and narratives around natural gas and refrigerants.
- Reduce natural gas heating in homes.
- LEED level for new buildings and upgrading older structures.
- Incentivize residents to switch to heat pumps!
- Lawn mowers.
- Over development versus preserving green spaces—why and already there.
- On-road vehicles—less traffic, more sidewalks, while protecting habitat.
- Not using plastics and not using too many chemicals.

- On-road vehicles.
- Vehicles! There's been a real increase in vehicles just traveling through.
- Increase 372 bus service, including on weekends. Also, bus service with fewer connections and two years until BRT service is too long.
- Run a shuttle bus up 178th from Third Commons—there used to be one! Also, connect to schools downtown.

Poster 5: Prioritizing Climate Pollution Reduction Actions

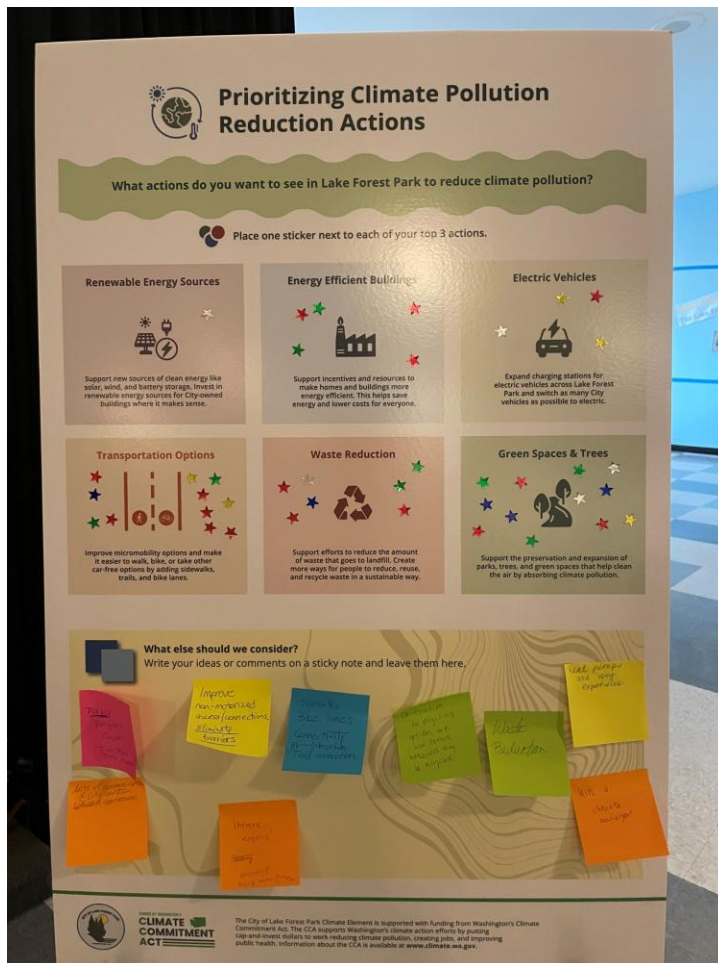


Figure 6. Poster 5: Prioritizing Climate Pollution Reduction Actions

What actions do you want to see in Lake Forest Park to reduce climate pollution?

- Renewable Energy Sources: 1 vote
- Energy Efficient Buildings: 5 votes
- Electric Vehicles: 4 votes
- Transportation Options: 11 votes
- Waste Reduction: 7 votes
- Green Spaces & Trees: 12 votes

What else should we consider?

- Please recycle and compost, Third Place Commons and Town Center.
- There is a lot of contamination between containers at City Center.
- Improve non-motorized access and connections. Eliminate barriers.
- Increase recycling!
- Carpooling and sharing more frequently.
- Sidewalks, bike lanes, connectivity. B6—Interurban Trail connection.
- Clarification on recycling options, and how future materials may be recycled.
- Waste reduction.
- Heat pumps are very expensive.
- Hire a Climate Manager!

Poster 6: GHG Emissions Reduction Sub-element Draft Policies

Goal 5 Reduce emissions from buildings by supporting low-carbon building energy sources and energy efficient building design and retrofits.			Goal 6 Reduce driving and enhance alternate transportation options.		
ID	Draft Policy	New Existing	ID	Draft Policy	New Existing
CE5.1	Encourage adoption of a standard for sustainability, environmental design, and energy conservation in public buildings.	Current LUP Comp Plan Policy CH-4.1.1	CE6.1	Collaborate with King County Metro on providing creative mobility options, such as bike share or carpool services, to support more accessible and reliable transit, prioritizing services to areas with underserved populations, particularly seniors, people with disabilities, and households with low incomes.	Current LUP Comp Plan Policy T-4.4
CE5.2	Implement renewable energy sources and reduce energy use and potable water consumption by City buildings and operations.	Current LUP Comp Plan Policy CH-4.4	CE6.2	Prioritize, develop, and maintain mobility hubs in the Town Center and other transportation-efficient locations, especially near commercial communities that lack sustainable transportation options.	New
CE5.3	Participate in regional efforts to create a state-wide clean energy policy and advocate for clean energy projects in Washington.	Current LUP Comp Plan Policy CH-4.4	CE6.3	Expand bicycle rack and locker capacity at appropriate transit stops, mobility hubs, and park & ride in a manner that meets Community Protection through Environmental Design guidelines.	Current LUP Comp Plan Policy T-5.7
CE5.4	Work with regional partners and stakeholders to seek and support funding for programs that focus on energy efficiency, community solar, and emerging clean energy technology with an emphasis on low- and lower-income households that are energy burdened, and/or communities more vulnerable to heatwaves.	New	CE6.4	Collaborate with the cities of Shoreline and Kenmore to provide a streamlined, connected shared-use electric bicycle or scooter program that provides multimodal options across the neighboring cities.	Current LUP Comp Plan Policy T-2.7
CE5.5	Build on existing utility-provided energy efficiency and demand management programs and initiatives through residential demand incentives for emerging clean energy technology, such as tax exemptions for solar installations, and increase resident awareness of existing solar arrays and water heating systems in the city.	Current LUP Comp Plan Policy T-5.2	CE6.5	Create and implement research and education initiatives and materials that inform the community about transit options.	Current LUP Comp Plan Policy T-5.5
CE5.6	Support permitting and approval processes for energy efficiency upgrades, building electrification retrofits, and clean energy projects, with the goal of reducing GHG emissions from buildings while maintaining grid capacity and reliability.	New	CE6.6	Expand Lake Forest Park's "Safe Routes to School Program" participation, including an education and encouragement component, and continue to apply for local, state, and federal grants to enhance safe routes to schools.	Current LUP Comp Plan Policy T-2.8
Goal 7 Facilitate a transition to electric vehicles by expanding charging and education.			CE6.7	Develop a connected and complex multimodal network that provides access to key destinations through Lake Forest Park, including the Town Center transit station, parks, and trails, that provides safe access for all ages and abilities, improve the Safe Streets and Town Center Connections Plans to ensure safe, efficient, and direct pedestrian and bicycle access to the Town Center and transit stations.	Current LUP Comp Plan Policy T-1.1
ID	Draft Policy	New Existing	Goal 8 Promote development that advances climate planning, resilience, and greenhouse gas emissions reduction.		
CE7.1	Align with existing building codes and regulations to draft an EV charging plan and support the expansion of electric vehicle charging infrastructure throughout the community, including municipal buildings, multifamily developments, major commercial areas, and parking garages, to address the decarbonization of the transportation sector developments.	New	CE8.1	Foster transit-oriented development by increasing density in transit and transit-oriented areas, and promote walk development through the zoning and permitting process.	Current LUP Comp Plan Policy U-11.1
CE7.2	Determine funding and priorities to facilitate a City fleet transition to electric vehicles.	New	CE8.2	Implement complementary, mixed land use versus traditional zoning, with siting businesses, parks and schools in residential neighborhoods to promote cycling and walking, and reducing driving.	New
CE7.3	Promote the use of electric off-road equipment in City operations and among community members by providing educational resources, guiding access to available funding or rebate programs, and incorporating electric equipment options into City operations where feasible.	New	CE8.3	Reduce parking minimums near transit-oriented development to encourage sustainable transportation choices, reduce development costs, and improve housing affordability.	New
Goal 9 Reduce waste generation and increase recycling.			CE8.4	Support developments that utilize clean energy or reduced energy consumption.	Current LUP Comp Plan Policy U-11.3
ID	Draft Policy	New Existing	 GHG Emissions Reduction Sub-element Draft Policies There are 24 draft policies within five goal areas in the GHG Emissions Reduction Sub-element.		
CE9.1	Set and achieve specific goals around waste generation and diversion, including the City's waste collection service provider.	New			
CE9.2	Focus on reducing generation and disposal of high-emission materials, such as organic waste and paper. Consider food rescue policies.	New			
CE9.3	Support reusable research and engagement around waste reduction, recycling, and composting in partnership with the City's waste reduction service provider.	New			
CE9.4	Facilitate the City's 75 percent recycling rate goal (as achieved by King County) and expand current recycling efforts, such as the battery recycling program at City Hall.	Current LUP Comp Plan Policy EQ-5.4			

Figure 7. Poster 6: GHG Emissions Reduction Sub-element Draft Policies

Votes were added to the following goals:

- CE5.3: Participate in regional efforts to create a state-wide clean energy policy and advocate for clean energy projects in Washington. (1 vote)
- CE6.4: Collaborate with the cities of Shoreline and Kenmore to provide a streamlined, connected shared-use electric bicycle or scooter program that provides micromobility options across the neighboring cities. (1 vote)
- CE6.7: Develop a connected and complete multimodal network that prioritizes access to key destinations through Lake Forest Park—including the Town Center, transit stations, parks, and trails—that provides safe access for all ages and abilities. Implement the Safe Streets and Town Center Connections Plans to ensure safe, efficient, and direct pedestrian and bicycle access to the Town Center and the transit stations. (3 votes)
- CE8.2: Implement complimentary, mixed land use versus traditional zoning, such as locating businesses, parks, and schools in residential neighborhoods to promote cycling and walking, and reducing driving. (1 vote)
- CE8.3: Reduce parking minimums near transit-oriented development to encourage sustainable transportation choices, reduce development costs, and improve housing affordability.

Station 3: Climate Impacts & Building Resilience

Poster 7: How Will Climate Change Impact Lake Forest Park?

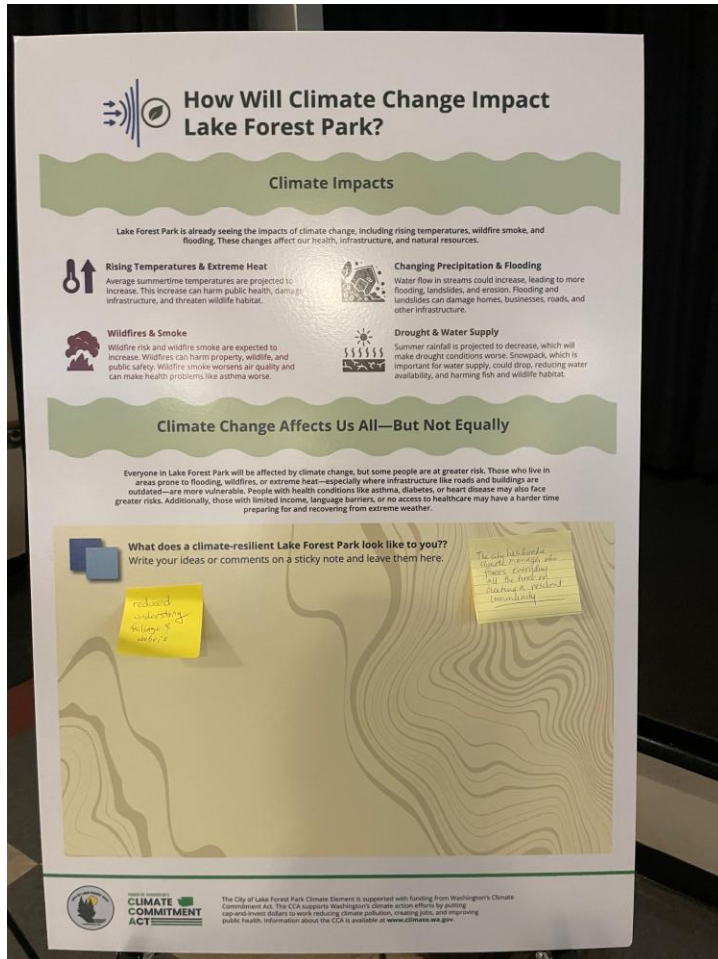


Figure 8. Poster 7: How Will Climate Change Impact Lake Forest Park?

What does a climate-resilient Lake Forest Park look like to you?

- Foliage and debris (reduced understanding)
- The City has hired a Climate Manager who focuses every day and all the time on creating a resilient community.

Poster 8: How are you affected?

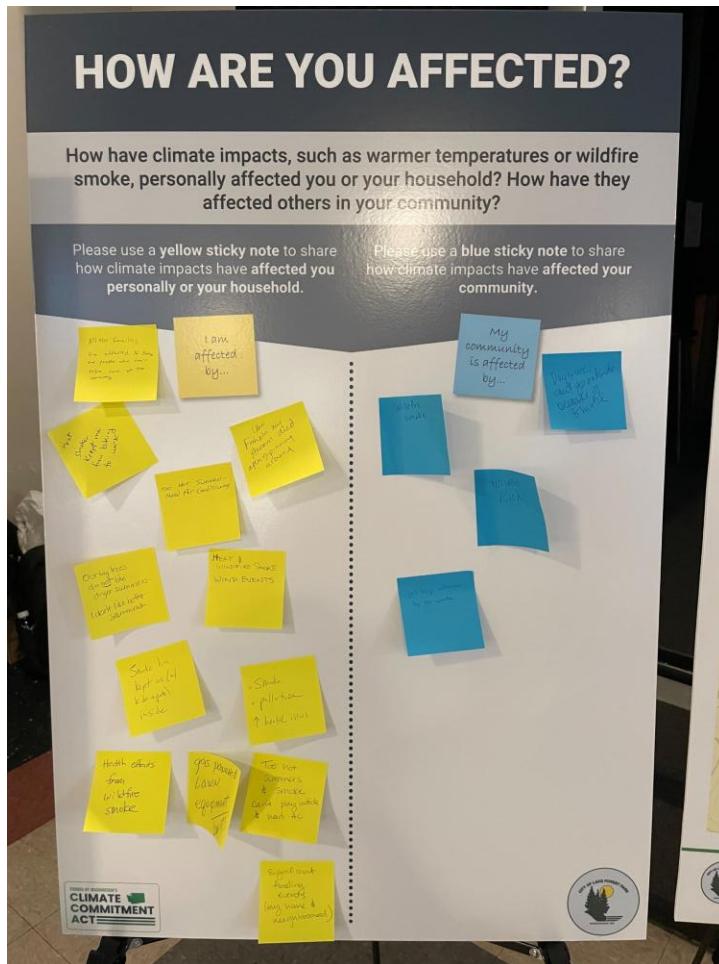


Figure 9. Poster 8: How are you affected?

Share how climate impacts have affected you personally or your household:

- All of the families are affected if there are people who don't take care of the community.
- Heat and smoke keep me from biking to work.
- Summers are too hot—need air conditioning.
- Fish in my stream died after spinning around.
- Our big trees do not like dryer summers and I don't like hotter summers.
- Heat and wildfire smoke, and wind events.
- Smoke has kept us (with kids and pets) inside.
- Health effects from wildfire smoke.
- Gas-powered lawn equipment.
- Smoke and pollution leads to health issues.
- Too hot of summers and smoke mean we can't play outside and need air conditioning.
- Significant flooding events, including in my home and neighborhood.

Share how climate impacts have affected your community:

- Wildfire smoke.
- Days we can't go outside because of smoke.
- Wildfire risk.
- It's being affected by the weather.

Poster 9: Where do you see climate impacts?

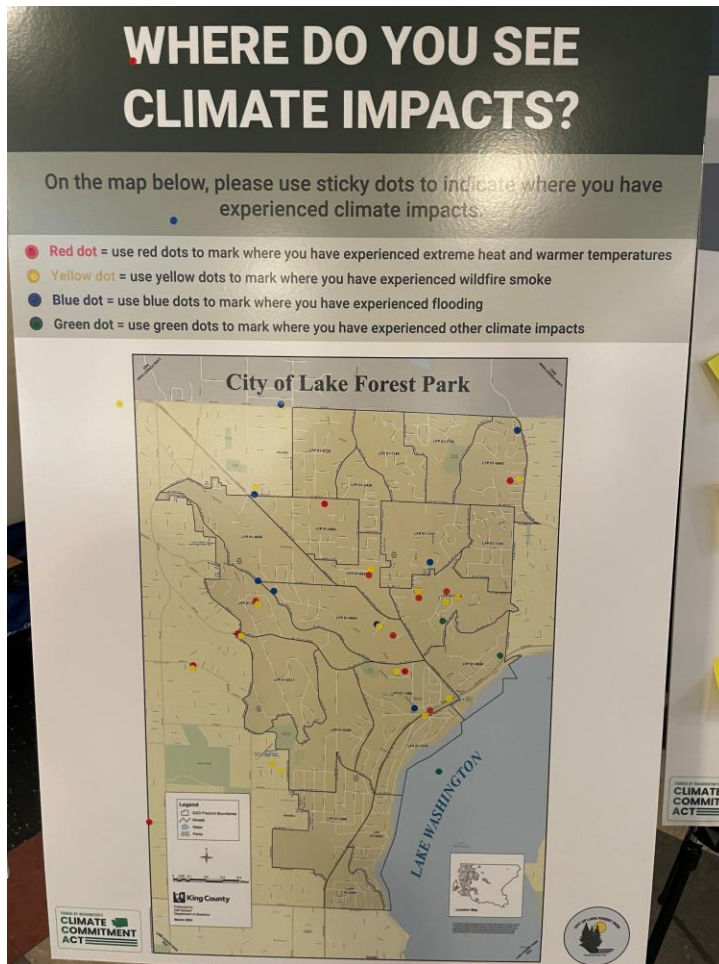


Figure 10. Poster 9: Where do you see climate impacts?

Poster 10: Prioritizing Actions that Build Climate Resilience

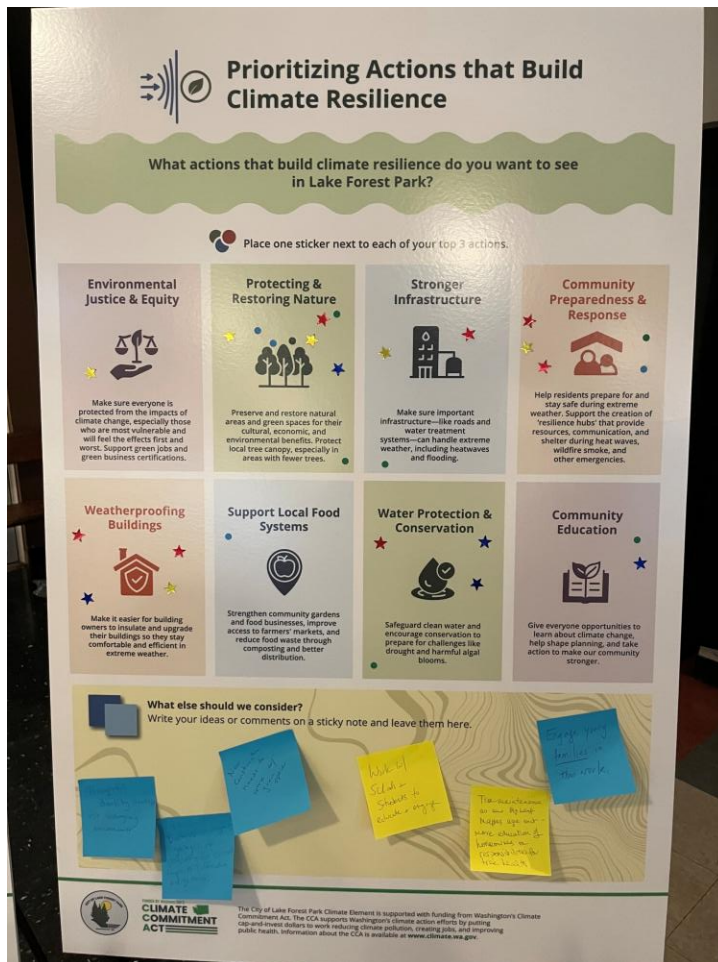


Figure 11. Poster 10: Prioritizing Actions that Build Climate Resilience

What actions that build climate resilience do you want to see in Lake Forest Park?

- Environmental Justice & Equity: 1 vote
- Protecting & Restoring Nature: 9 votes
- Stronger Infrastructure: 3 votes
- Community Preparedness & Response: 5 votes
- Weatherproofing Buildings: 4 votes
- Support Local Food Systems: 1 vote
- Water Protection & Conservation: 4 votes
- Community Education: 2 votes

What else should we consider?

- Thoughtful density increases without destroying the environment.
- 8 kWh batteries in everyone's garages, for preparing for climate impacts (alternative energy source).
- New construction needs to come with green space.
- Work with schools and students to educate and engage.

- Tree maintenance as our Big Leaf Maples age out—more education of homeowner responsibilities for tree health.
- Engage young families in the work.

Poster 11: Resilience Sub-element Draft Policies

Goal 1 Enhance community resilience to wildfire smoke and extreme heat.			Goal 2 Advance environmental justice and community well-being with respect to climate risks.		
ID	Draft Policy	New Existing	ID	Draft Policy	New Existing
CE1.1	Integrate cooling infrastructure such as trees, permeable pavement, and other heat-resistant features near high-traffic transportation areas with elevated temperatures, prioritizing the Town Center.	New	CE2.1	Ensure that socially and economically disadvantaged neighborhoods are not left out of the benefits of climate investments such as increased tree canopy, canopy retention, and green infrastructure, which help mitigate environmental stressors and improve quality of life.	Current LFP Comp Plan Policy EQ-9.2
CE1.2	Strengthen Lake Forest Park's critical areas and wildlife habitats by prioritizing natural cooling strategies such as planting shade-providing trees, expanding native vegetation, preserving and restoring wetlands and riparian buffers along creeks, ensuring shaded water sources, and creating connected habitat corridors to support salmon passage and ecological resilience.	New	CE2.2	Support nonprofits organizations that provide education and engagement in forest conservation strategies, while also prioritizing the protection of natural areas and ecosystems, with a focus on safeguarding local watersheds and local salmon species.	Current LFP Comp Plan Policy EQ-9.3
CE1.3	Partner with local community groups and government agencies to expand access to cooling and shade air resources during extreme heat and wildfire smoke events, especially for low-income households, older adults, people with disabilities, and those with respiratory conditions. Support initiatives such as on-demand air shelter education (e.g., HSA HAP hot lines, A/C use and air purifier education, cooling fans, and drought-tolerant infrastructure in public spaces).	New	CE2.3	Support responsible development that addresses the climate impacts, focusing on high-risk areas, such as harvested areas, protect wildlife habitat, riparian buffers, and partner with King County's Forest Practice Program for better planning.	Current LFP Comp Plan Policy EQ-9.6
CE1.4	Develop public education campaigns to raise awareness of heat risks, and connect residents with available resources during heat waves, ensuring widespread distribution through multiple channels such as urban, community centers, local events, and multilingual outreach.	New	CE2.4	Promote economic development by establishing green jobs, supporting workforce development, providing green tax credits for businesses, and encouraging green certifications through trade and education.	New
			CE2.5	Ensure environmental justice by providing all residents, especially vulnerable populations, an equitable opportunity to learn about climate impacts, influence policy decisions, and developing equitable mitigation and recovery strategies that reflect community needs and priorities.	Current LFP Comp Plan Policy EQ-9.1
Goal 3 Preserve and protect Lake Forest Park water resources by advancing drought and flood resilience.			Goal 4 Strengthen emergency response systems to climate hazards.		
ID	Draft Policy	New Existing	ID	Draft Policy	New Existing
CE3.1	Integrate water conservation and protection strategies into city planning to address drought, extreme heat, and other climate-related risks impacting water resources in Lake Forest Park.	New	CE4.1	Coordinate with local agencies to identify risk areas, develop targeted response plans, and ensure equitable access to resources, communication, and recovery assistance.	New
CE3.2	Coordinate with multiple Water Districts and explore collaboration with the Spring Water Partnership to provide financial incentives such as rebates or tax credits for residents and businesses to install water-saving technologies and systems, including smart irrigation, drip irrigation, leak detection kits, and smart irrigation controllers.	New	CE4.2	Develop a comprehensive waste management plan to address debris removal and waste disposal in post-emergency scenarios, in partnership with local waste service, emergency management agencies, and regional partners.	New
CE3.3	Promote drought resilience and water efficiency in urban planning through compact development, increased impervious surface, and the use of water-saving design strategies.	New	CE4.3	Encourage on-site energy storage and back-up systems in homes and local Lake Forest Park businesses.	Current LFP Comp Plan Policy EQ-9.5
CE3.4	Collaborate with local partners to restore floodplains and improve stream and river connectivity as a strategy to reduce flood risk.	New	CE4.4	Collaborate with the Puget Sound Clean Air Agency (PSCAA) and other regional partners to enhance real-time air quality monitoring and community guidance to protect public health during smoke events, building on existing communication systems and expanding outreach efforts to reach more residents, especially vulnerable populations.	New
CE3.5	Integrate flood resilience into the planning and maintenance of roads, sidewalks, trails, parks, and transit infrastructure in Lake Forest Park to reduce future flood risk and ensure these public assets remain safe, accessible, and functional during and after flood events.	New			
CE3.6	Collaborate with multiple Water Districts and Sewer Districts to plan and implement resilience measures for critical water infrastructure—such as wells, reservoirs, treatment facilities, and sewer systems—in flood-prone areas to reduce vulnerability to flooding and other climate-related hazards.	New			
CE3.7	Partner with local agencies and community organizations to apply sediment control techniques that minimize flood hazards, enhance watershed stability, and support water quality and storage. Consider priority watersheds such as the Tolt and Cedar Rivers.	New			
CE3.8	Coordinate with land managers and community partners to implement erosion and landslide control techniques, to stabilize soils and safeguard local watersheds following fire and flooding events.	New			



Resilience Sub-element Draft Policies

There are 22 draft policies within four goal areas in the Resilience Sub-element.

Figure 12. Poster 11: Resilience Sub-element Draft Policies

Votes were added to the following goals:

- CE1.1: Integrate cooling infrastructure such as trees, permeable pavement, and other heat-resistant features near high-traffic transportation areas with elevated temperatures, prioritizing the Town Center. (1 vote)
- CE1.2: Strengthen Lake Forest Park's critical areas and wildlife habitats by prioritizing natural cooling strategies such as planting shade-providing trees, expanding native vegetation, preserving and restoring wetlands and riparian buffers along creeks, ensuring shaded water sources, and creating connected habitat corridors to support salmon passage and ecological resilience. (1 vote)

- CE3.6: Collaborate with multiple Water Districts and Sewer Districts to plan and implement resilience measures for critical water infrastructure—such as wells, reservoirs, treatment facilities, and sewer systems—in flood-prone areas to reduce vulnerability to flooding and other climate-related hazards. (2 votes)
- CE4.3: Encourage on-site energy storage and back-up systems in homes and local Lake Forest Park businesses. (2 votes)

Station 4: How You Can Take Action

Poster 12: Preparing for Climate Change and Reduce Your Impact

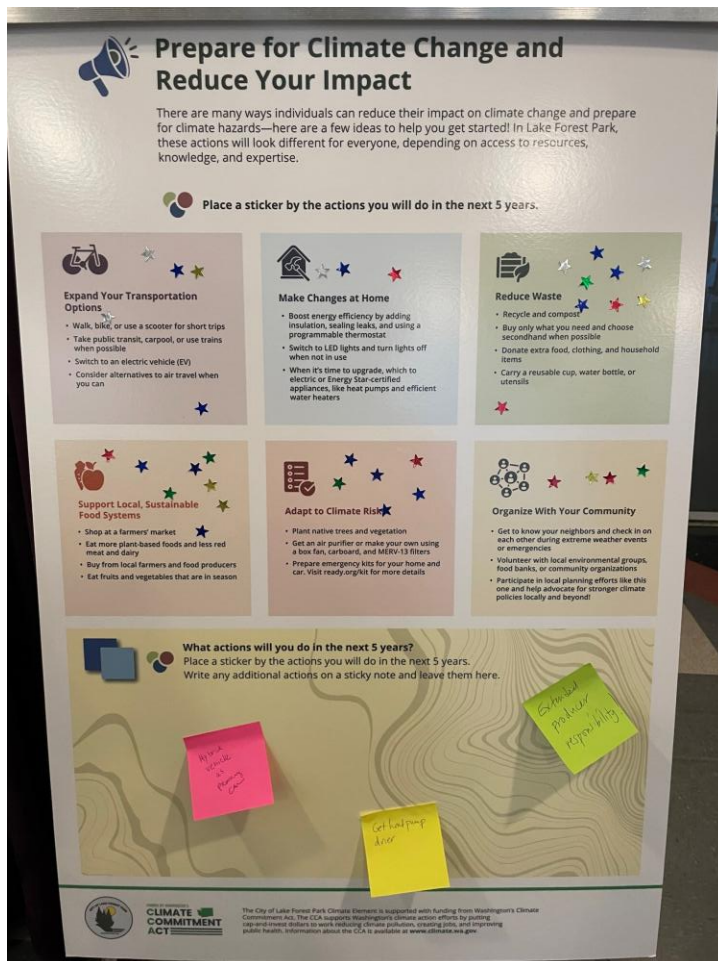


Figure 13. Poster 12: Preparing for Climate Change and Reduce Your Impact

Actions participants will take in the next five years:

- Expand your transportation options: 4 votes

- Make Changes at Home: 3 votes
- Reduce Waste: 9 votes
- Support Local, Sustainable Food Systems: 8 votes
- Adapt to Climate Risks: 6 votes
- Organize With Your Community: 4 votes

Appendix D. Public Comments

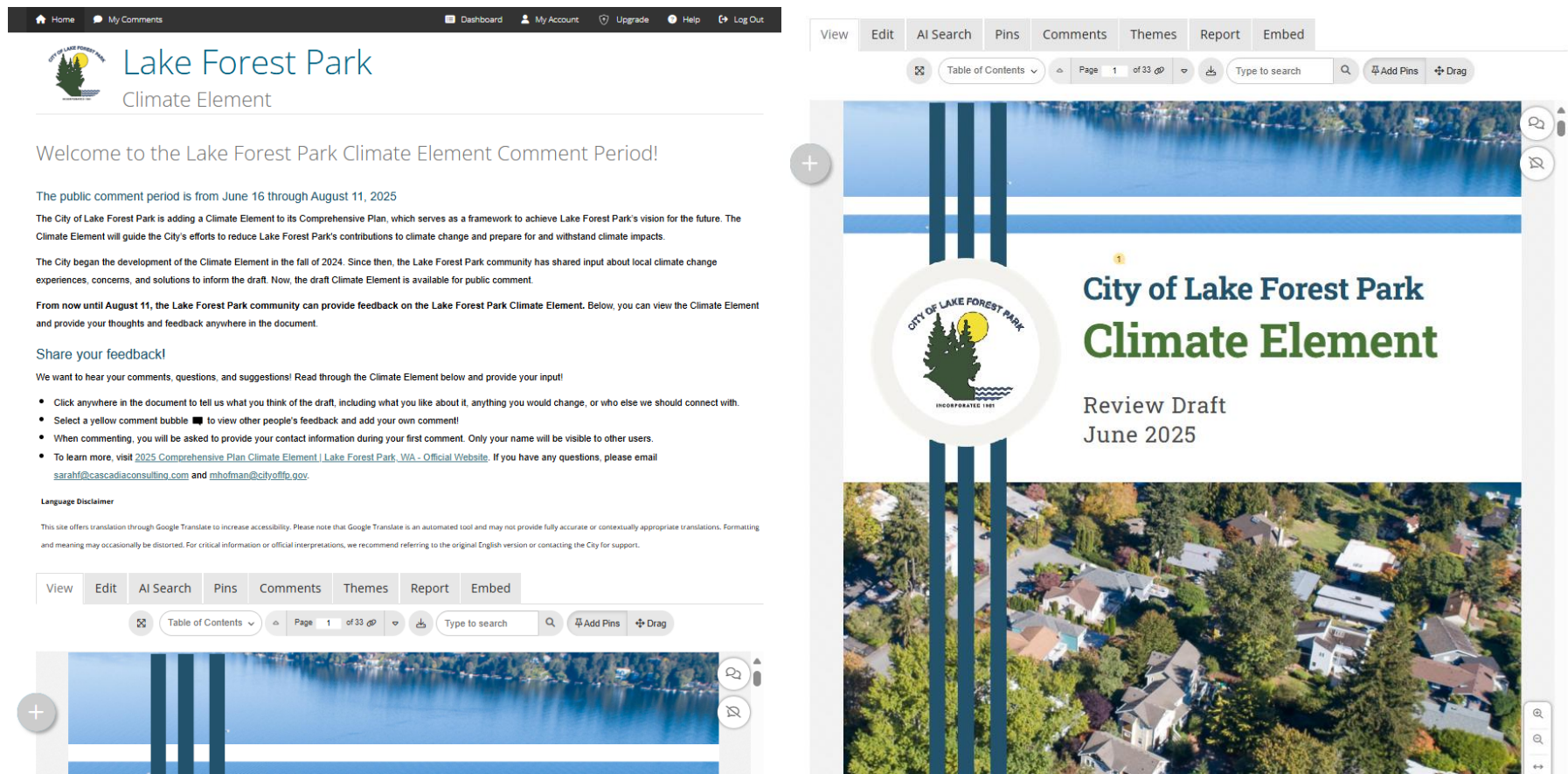


Figure 14. The Lake Forest Park Climate Element Konveio site.

The following are public comments received via the Konvimeo site, as written by commenters:

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
#001	1	Title Page	Suggestion	Nigel Keiffer	Waste of time and money. Globalist propaganda from Marxist ideologs.
#002	4	Volume 1 - Introduction	Suggestion	Connie	I noticed in the Appendix that there is no reference to the 2015 Comp Plan. I haven't looked at the new Comp Plan draft, but almost everything in this Climate Action Plan is included in the 2105 Comp Plan. https://www.cityoflfp.gov/160/2015-Comprehensive-Plan A side by side comparison of the 2015 Comp Plan and the 2025 Comp Plan is needed; has anyone done that? I say that because there was an enormous amount of work done on the 2015 Comp Plan wrt climate and environmental issues. It was embedded in every section. Also it was vetted and corrected by the Planning Department (ie: with references that are particular to LFP). Land Use: LU-2.1/ LU-2.5 LU-3.1/ LU-3.2/ LU-3.3/ LU-3.5/ LU-3.6 Environmental Quality and Shorelines: if you don't have time I recommend just focusing on reading this section. all of it, but note that EQ-1.6 specifically mentions LEED Stormwater management (and stream management) is covered Flood hazard mitigation is covered EQ- 5 covers renewable energy EQ-7and EQ-8: Wildlife cohabitation EQ- 6.4 and 6.5 cover noise pollution (which I was particularly active in at the time)

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
					Public Transportation: PT-4 covers protection of wildlife and wild habitat in the face of urban development Public Utilities PU- 4.4/ 4.5/ 4.7/ 4.8 address recycling/ energy efficiency/ public education There were a lot of contributors to the 2015 Comp Plan (Tree Board was super helpful); there was an economic committee and Andrea in the Planning Dept had just finished working on a storm management project for McAleer Creek, so she knew quite a bit. Everyone was very environmentally focused. I had expertise in LEED and infrastructure projects, and access to our urban planning department at ZGF (ZGF is an environmental design focused architectural firm). This was 10 years ago. Richard Saunders was on the committee at that time and can also provide input. I do not know what is in the new Comp Plan. Is it radically different from the 2015 Plan? If it isn't, then I think this Climate Action appendix is redundant- and would create a lot of unnecessary work for the LFP Planning Commission and Planning Department. If it is radically different, then I think a Climate Action appendix would definitely be needed. My thoughts- I apologize if all of this has already been addressed- I'm coming in very late to the process. But just hate

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
					to see all of that hard work re-created. And the lack of reference to the previous Comp Plan kind of took me back.
#003	4	Volume 1 - Introduction	Suggestion	James Shambaugh	This photo is reversed (mirror image). Is that intentional? If not, suggest fixing. This photo is also pavement- and development-dominated, which while accurate may not be the best vision or message for this document. Suggest a different photo, perhaps one that includes the lake as well?
#004	5	Volume 1 - Goals and Policies: Resilience Sub-Element	Suggestion	Mark Phillips (comment from Tree Board)	Ce-1 would benefit by adding a basic policy about trees: eg, Encourage tree planting wherever feasible, emphasizing tree varieties that are drought and heat tolerant.
#005	5	Volume 1 - Goals and Policies: Resilience Sub-Element	Suggestion	Mark Phillips (comment from Tree Board)	A new policy is needed under C-1: Reduce the impact of large heat islands by encouraging more tree planting in parking lots.
#006	5	Volume 1 - Goals and Policies: Resilience Sub-Element	Suggestion	Mark Phillips (comment from Tree Board)	Mention of permeable pavement here seems misplaced. Would be more appropriate in C-1.3 Drought and Flood Resistance.
#007	5	Volume 1 - Goals and Policies: Resilience Sub-Element	Suggestion	Richard Saunders	I recommend also referencing Conservation Residential in addition to Low Impact Development which is specifically called out in other areas of the City's comp plan.
#008	5	Volume 1 - Goals and Policies:	Suggestion	Joseph Resing	same comment as Mark Phillp's above

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
		Resilience Sub-Element			
#009	5	Volume 1 - Goals and Policies: Resilience Sub-Element	Question	Mark Phillips (comment from Tree Board)	C-1.1 and C-1.5 seem very similar. Can the difference be clarified or the two combined?
#010	6	Volume 1 - Goals and Policies: Resilience Sub-Element	Question	Joseph Resing	Is the idea of a tree canopy at odds with higher density housing? It seems the higher density housing within LFP are the ones with the greatest heat threat.
#011	6	Volume 1 - Goals and Policies: Resilience Sub-Element	Suggestion	Richard Saunders	The Heritage tree program at LFP is really not active any longer. Plus it was volunteer only and not supported by any official ordinance or policy that I am aware of. This report should focus on Exceptional trees which are being added to the Tree Preservation and Protection ordinance. The focus on the canopy is definitely a good thing. And as I stated elsewhere I believe there should be direct reference to the Tree Preservation and Protection Ordinance and the Community Forest Management Plan.
#012	6	Volume 1 - Goals and Policies: Resilience Sub-Element	Suggestion	Mark Phillips (comment from Tree Board)	"Heritage trees" is too vague and is not based in any current city program. Better to use "large trees" or to be consistent with the city's tree ordinance, "exceptional trees."
#013	7	Volume 1 - Goals and Policies:	Suggestion	Constance Holloway	mitigating pollution in storm water runoff (which flows directly into LFP creeks, and then Lake Washington) should be mentioned here.

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
Resilience Sub-Element					
#014	7	Volume 1 - Goals and Policies: Resilience Sub-Element	Question	Constance Holloway	Where does LFP have flood plains? Consultant to advise.
#015	8	Volume 1 - Goals and Policies: Resilience Sub-Element	Suggestion	Constance Holloway	we already have this- there is a Air Monitoring Station outside City Hall; and numerous apps available to monitor AQ (PurpleAir, AirNow.gov, Washington Smoke Information) Revise to "educate the public on these resources"
#016	8	Volume 1 - Goals and Policies: Resilience Sub-Element	Question	Carol	Regarding CE-4.4 Do we have a sufficient plan and equipment to handle a wildfire in LFP with all of our big trees?
#017	9	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Sarah Phillips	The city has a opportunity to demonstrate leadership on these issues
#018	9	Volume 1 - Goals and Policies: Greenhouse Gas (GHG)	Question	Joseph Resing	Are refrigerant emissions still an issue?

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
		Emissions Reduction Sub-Element			
#019	9	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Question	Joseph Resing	Is the idea of a tree canopy at odds with higher density housing? It seems the higher density housing within LFP are the ones with the greatest heat threat.
#020	9	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Constance Holloway	de-incentivize use of natural gas (methane); its extraction and transport make it a significant contributor to GHG; work to educate public on this issue
#021	9	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Linda	I'd be motivated to learn about emerging energy technology, and how we can employ them with some understanding. And certainly I (and I think others), would benefit from knowing how we can use existing technologies as well. I feel very strongly about this for our community and our neighborhoods. This is a major element in climate planning.
#022	9	Volume 1 - Goals and Policies:	Suggestion	Linda	I really want to know more about alternatives to driving, in order to decrease greenhouse gases. If our community in LFP can bring down our emissions, I think sooner is better than later.

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
		Greenhouse Gas (GHG) Emissions Reduction Sub-Element			
#023	9	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Constance Holloway	Suggest a Policy on combating climate disinformation. Recent Yale studies suggest vulnerable populations are non-English speaking residents (more prone to use social media in their language) (ties in with social justice). Disinformation through social media is a big problem wrt climate. Messaging and education are extremely important (in the absence of any journalistic guardrails on social media).
#024	9	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Constance Holloway	suggest striking "support"; replacing with "streamline/ incentivize permitting and approval processes..."
#025	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Patricia	Sustainable and safe transportation options are extremely important for many reasons in addition to environmental ones. Mobility hubs should be improved and expanded. In addition, streets should be made safer for cyclists, pedestrians, and children.

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
#026	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	John Drew	Our goals promote alternatives to driving but we appear to be missing a key piece of data - why are people choosing to drive? Nearly 100% own cars. It would seem that gathering more data about why they drive is a pretty essential prerequisite to understanding how to coax them out of their cars. Where are they going? Are they picking up heavy or bulky supplies? Does transit mean more walking, longer trips? I would suggest additional research such as resident forums or surveys.
#027	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Joseph Resing	We need to encourage Seattle into a more regulated infrastructure for shared use electrical vehicles. Other cities have required locations for shared use electric vehicles to be parked and be recharged. IN Seattle, the vehicles are everywhere, spread across the trail and sidewalks. If Seattle puts in little depots, then we can too and then it becomes way more palatable to all citizens.
#028	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Sarah Phillips	LFP is the only city in the northend that does not have Lime bikes. So it seems as if the bikes are abandoned. The City should join things like this. In addition there are plenty of outreach and education opportunities for working together. It takes staff to do this effectively.
#029	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions	Suggestion	John Drew	The successful Metro Flex program covers some, but not all of LFP. I recommend specifically naming Metro Flex expansion in the list of options.

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
		Reduction Sub-Element			
#030	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Sarah Phillips	parking in the long term may include pricing, but this is likely 10-20 years off. It will not include the Town Center because this is a private property.
#031	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Barbara	Re: CE-7.2 funding sources for EV's. This transition is going to cost millions. In a city already strapped for revenue I would hope that your funding will come from somewhere other than our residents. Re: Policy CE-6.7. We are not in favor of pricing for any kind of parking in the City of Lake Forest Park. Ridiculous, if you want people to come shop and eat, don't charge to park. This is not the way to get people to stop using their vehicles to achieve your goals.
#032	10	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Joseph Resing	I'd be very careful about charging for parking on LFP streets. This is an elitist, entitled approach. We need to welcome people of all economic backgrounds.
#033	11	Volume 1 - Goals and	Suggestion	Sarah Phillips	Kenmore is working with PSE to map potential EV charging on utility poles

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
		Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element			
#034	11	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Sarah Phillips	This will happen most effectively if the City hires a climate management.
#035	11	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Joseph Resing	I would strike "Determine funding sources and" because at this point we are only looking to a phased transition and not an immediate one. We seem to be talking about the next vehicle, maybe not replacing the entire fleet at once.
#036	11	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Wayne W Methner	With regard to Policy CE-8.3 "reduce minimum parking..." Unfortunately reducing minimum parking requirements does not reduce the number of cars and only encourages street parking and parking on the shoulders.

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
					In Lake Forest Park there has been very limited sidewalk development and limited enforcement of people parking on the designated walkways and shoulders (which would provide a safer walk way as opposed to walking in the street). Without requiring off street parking the walkability and bikeability in Lake Forest Park will be compromised. I have lived in Lake Forest Park since 1993 and have seen the walkability and bikeability significantly deteriorate.
#037	12	Volume 1 - Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element	Suggestion	Sarah Phillips	There needs to be education about what and how to recycle and compost.
#038	15	Volume 2 - Planning Context	Suggestion	Richard Saunders	If this list is about aligning with documents that are important to LFP and climate issues I think it should include the LFP Community Forest Management Plan 2010 and the Tree Preservation and Protection Ordinance. It seems that trees should be a critical part of a climate policy for the City.
#039	17	Volume 2 - Public Participation	Suggestion	Patricia	There should be more time for community involvement. One open house is not enough.
#040	22	Volume 2 - Climate Change	Suggestion	John	Great plan- if LFP had unlimited resources. I hope the city is looking to low cost ways to make the streets safer for

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
		in Lake Forest Park			pedestrians and bicyclists. There are a number of dangerous curves where cars drive on the shoulder that could be improved immediately with temporary curbing. Relatively low cost and would improve safety until the city could afford permanent curbing. Has the city asked citizens who have resources to contribute to a fund for low cost solutions? I'd be willing to contribute.
#041	27	Volume 2 - Greenhouse Gas Emissions in Lake Forest Park	Suggestion	Mark Phillips (comment from Tree Board)	It seems confusing to include tree loss as a generator of emissions. When a tree is cut, it's decay does start a process of releasing carbon. Is that what is meant here? Can we assume that the removed tree stays in LFP to contribute to our emissions? Trees and other vegetation remove GHG's from the air. Removing trees means less GHG being removed. But that seems different than the intent of this sentence. Clarification would help.
#042	27	Volume 2 - Greenhouse Gas Emissions in Lake Forest Park	Suggestion	John Drew	Was anyone else surprised that, despite thousands of cars and trucks rumbling through LFP on our two state highways, that air travel is the LEADING source of GHG in LFP? I would recommend that one or more goals be targeted to plane travel emissions. Since other cities appear to have a lower proportion of emissions from plane travel, Kenmore Air is suspicious. There was a 2019 news story from KUOW about excessive seaplane pollution. Unlike the cars/trucks, they still use leaded gas. Harbor Air in B.C. is adopting EV seaplanes. In addition to GHG remediation, EV seaplanes reduce noise by 20 dB. I don't think the city is powerless here - other cities have been able to alter flight paths and gain mitigations.

Comment #	Page #	Location within Climate Element	Comment Type	Commenter	Public Comment
#043	29	Volume 2 - Greenhouse Gas Emissions in Lake Forest Park	Question	Mark Phillips (comment from Tree Board)	One tree board member felt strongly that our emission reduction targets are unrealistic. This was not a unanimous opinion, but it is true that King County, which originally set these goals, is becoming increasingly aware that we are likely to fall far short of all three goals.
#044	30	Volume 2 - Greenhouse Gas Emissions in Lake Forest Park	Question	John Drew	It's not clear what proportion of VMT in LFP are from people who neither reside nor work in LFP. How much of the total is made up of non-residents/non-workers?



City of Lake Forest Park

Climate Element

Review Draft
October 2025



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Volume 1 | Goals & Policies



Introduction

The Lake Forest Park Comprehensive Plan Climate Element guides the future of climate change action and resilience in the City of Lake Forest Park. It includes policies that reduce the city's contributions to climate change and that will support Lake Forest Park's communities in preparing for and withstanding climate impacts into the future.

Amendments to Washington's Growth Management Act (GMA) in 2023 newly require a Climate Element within cities' comprehensive plans. The Climate Element fulfills the requirements of RCW 36.70A.070(9) and RCW 36.70A.095 to plan for reductions in greenhouse gas emissions and enhance community resiliency to the adverse impacts of climate change. The Element also aligns with the Department of Commerce's Climate Planning Guidance.

The policies within this Element (Volume I) represent opportunities to prioritize the Lake Forest Park communities' health and well-being, protect and expand valuable ecosystems, and shape an innovative and efficient future for the city.

The Climate Element Background Analysis (Volume II) contains background data and analysis that provide the foundation for the Climate Element goals and policies. Major topics addressed in the Climate Element Background Analysis (Volume II) include:

- Planning context,
- Public participation,
- Climate change in Lake Forest Park,
- Greenhouse gas emissions in Lake Forest Park.



Goals and Policies: Resilience Sub-Element



Goal CE-1: Smoke and Heat Resilience

Enhance community resilience to wildfire smoke and extreme heat by strengthening infrastructure, public and emergency services, and natural areas to reduce impacts on residents, workers, and critical services.

Policy CE-1.1: Integrate cooling low-impact development measures, such as trees, vegetation, permeable pavement, and other heat-resistant infrastructure near high-traffic transportation areas with elevated temperatures. Prioritize tree varieties that are drought- and heat-tolerant and increase biodiversity within the city.

Low impact development (LID) is a stormwater and land use strategy that strives to mimic hydrologic processes before the area was developed or disturbed. LID measures emphasize conservation, use of on-site natural features, site planning, and integration of stormwater management practices into project design. Rain gardens and permeable hardscapes are examples of LID measures.

Policy CE-1.2: Strengthen Lake Forest Park's critical areas and wildlife habitats by prioritizing natural cooling strategies such as planting shade-providing trees, expanding native vegetation, preserving and restoring wetlands and riparian buffers along creeks, adding shaded water sources, and creating connected habitat corridors to support salmon passage and ecological resilience.

Critical areas are defined by the Growth Management Act and municipal code and refer to wetlands, streams, areas with a critical recharging effect on aquifers used for potable water, fish and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas such as erosion hazard areas, landslide hazard areas, seismic hazard areas, and steep-slope hazard areas.

Policy CE-1.3: Partner with local community groups, school districts, libraries, and government agencies to expand access to cooling and clean air resources during extreme heat and wildfire smoke events—especially for low-income households, older adults, people with disabilities, and those with respiratory conditions. Support initiatives such as education on do-it-yourself (DIY) clean air shelters (example, HEPA filter box fans), air conditioner (A/C) and air purifier rebates, cooling kits, and improved infrastructure in public spaces.

Policy CE-1.4: Develop or support public education campaigns to raise awareness of heat risks and connect residents with available resources during heat waves, ensuring widespread distribution through multiple channels such as online, community centers, local events, and multilingual outreach.

Policy CE-1.5: Establish or partner to support resilience hubs that provide cooling, clean air, and essential services during extreme heat, wildfire smoke, and other natural hazard events, and serve as year-round community support and resource centers.

***Resilience hubs** are trusted, community-serving facilities that support communities in everyday life and before, during, and after an emergency. Although climate change affects everyone, low-income communities and communities of color are disproportionately impacted by climate-related events. Resilience hubs help neighbors access resources and services and build trust and community cohesion in their day-to-day lives.*



Goal CE-2: Environmental Justice

Advance environmental justice and community well-being by prioritizing equitable climate policies, inclusive decision-making, and access to healthy, resilient environments for all residents.

Policy CE-2.1: Prioritize neighborhoods facing higher exposure to climate impacts and pollution to receive resilience investments such as increased tree canopy, canopy retention, and green infrastructure, which help mitigate environmental stresses and improve quality of life.

Policy CE-2.2: Support monitoring of urban forestry's climate impacts, focusing on high-risk and underserved areas. Protect exceptional trees, expand canopy coverage, and partner with King County's heat mapping to guide resilience planning.

Policy CE-2.3: Support nonprofit organizations that provide education and engagement in forest conservation strategies while also prioritizing the protection of natural areas and ecosystems, with a focus on safeguarding local waterways and local salmon species.

Policy CE-2.4: Provide all residents, especially vulnerable populations, an opportunity to learn about climate impacts, influence policy decisions, and co-develop equitable emissions reduction and climate adaptation strategies that reflect community needs and priorities.

***Vulnerable populations** are groups that are more likely to be at higher risk for poor health outcomes in response to environmental harms, due to adverse socioeconomic factors and sensitivity factors. Includes, but is not limited to racial or ethnic minorities, earners of low incomes, and populations disproportionately impacted by environmental harms.*



Goal CE-3: Drought and Flood Resilience

Preserve and protect Lake Forest Park water resources by advancing drought and flood resilience.

Policy CE-3.1: Integrate water conservation and protection strategies into City planning to address drought, extreme heat, and other climate-related risks impacting water resources in Lake Forest Park.

Policy CE-3.2: Coordinate with water providers in Lake Forest Park and explore collaboration with the Saving Water Partnership to provide financial incentives such as rebates or tax credits for residents and businesses to install water-saving technologies and systems, including cisterns, drip irrigation, leak detection kits, and smart irrigation controllers.

Policy CE-3.3: Promote drought resilience and water efficiency in urban planning through compact development, minimized impervious surfaces, and the use of water-saving design strategies to reduce runoff and promote efficient land use.

Policy CE-3.4: Encourage the use of green infrastructure and low-impact development measures to manage stormwater runoff and flooding, which pollutes waterways and puts community health, infrastructure, and property at risk, amid increasing storm intensities.

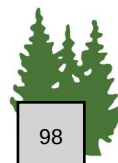
Policy CE-3.5: Collaborate with local partners to restore floodplains and improve stream and river connectivity as a strategy to reduce flood risk.

Policy CE-3.6: Integrate flood resilience into the planning, investment, and maintenance of transportation infrastructure—including roads, sidewalks, trails, parks, and transit—and water infrastructure in Lake Forest Park to reduce future flood risk and ensure these assets remain safe, accessible, and functional during and after flood events.

Policy CE-3.7: Collaborate with water providers to plan and implement resilience measures for critical water infrastructure such as wells and reservoirs in flood-prone areas to reduce vulnerability to flooding and other climate-related hazards.

Policy CE-3.8: Partner with local agencies, water providers, and community organizations to apply sediment control practices, enhance watershed stability, and support water quality and storage.

Policy CE-3.9: Coordinate with land managers and community partners to implement erosion and landslide control techniques—including mulching, native grass seeding, and silt fencing—to stabilize soils and safeguard local waterways.





Policy CE-3.10: Support inclusive public education and outreach programs on flood risk and water conservation, prioritizing support for communities in flood-prone areas.

Goal CE-4: Emergency Management

Strengthen emergency response systems to climate hazards by improving coordination, infrastructure, and community preparedness.

Policy CE-4.1: Develop a comprehensive waste management plan to address debris removal and waste disposal in post-emergency scenarios, in partnership with local waste services, emergency management agencies, and regional partners. Ensure alignment with the Comprehensive Emergency Management Plan (CEMP).

Policy CE-4.2: Encourage on-site energy storage and backup systems for neighborhoods, businesses, and municipal buildings, while ensuring that resilience strategies provide equitable access for low-income households, seniors, and others at higher risk during power outages.

Policy CE-4.3: Collaborate with the Puget Sound Clean Air Agency (PSCAA) and other regional partners to enhance real-time air quality monitoring and community guidance to protect public health during smoke events, building on existing communication systems and expanding outreach efforts to reach more residents, especially vulnerable populations.

Policy CE-4.4: Coordinate with state and local agencies (example, King County Emergency Management, Public Health – Seattle & King County, first responder agencies, and community-



based organizations) to monitor risks such as wildfire and heat, identify risk areas, develop targeted response plans, and ensure equitable access to education, outreach, resources, and recovery assistance. Prioritize clear, proactive communication and access to information before emergencies occur.

Policy CE4.5: Take steps to maintain reliability of the power grid to withstand climate-exacerbated extreme weather events, such as by maintaining trees near power lines and undergrounding power lines where feasible.

DRAFT

Goals and Policies: Greenhouse Gas (GHG) Emissions Reduction Sub-Element



Goal CE-5: Buildings and Energy

Reduce emissions from buildings by supporting low-carbon building energy sources and energy-efficient building design and retrofits.

Policy CE-5.1: Encourage adoption of standards for sustainability, environmental design, and energy conservation in public buildings.

*Examples of **green building standards** the City could adopt include Leadership in Energy & Environmental Design (LEED), Living Building Challenge Green Globes, and the National Green Building Standard.*

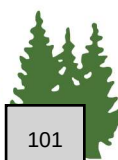
Policy CE-5.2: Implement renewable energy sources and reduce energy use, refrigerant emissions, and potable water consumption in City buildings and operations.

Policy CE-5.3: Participate in regional efforts to create a state-wide clean energy policy and use the legislative agenda to advocate for clean energy projects in Washington.

Policy CE-5.4: Work with regional partners and stakeholders to seek and support funding for programs that focus on energy efficiency, clean energy technology, building electrification updates, weatherization, and community solar—emphasizing support for rentals, lower-income households that are currently energy burdened.

Policy CE-5.5: Build on existing utility-provided energy efficiency and building electrification programs and initiatives through expanding outreach and education programs. Educate residents about incentives for emerging clean energy technology, such as tax exemptions for solar installations. Increase resident awareness of existing technology such as solar arrays, heat pumps, and other energy efficient home heating/cooling and water heating systems.

Policy CE-5.6: Streamline permitting and approval processes for energy efficiency upgrades, building electrification retrofits, and clean energy projects, with the goal of reducing GHG emissions from buildings while maintaining grid affordability, capacity and reliability.





Goal CE-6: Alternatives to Driving

Promote and enhance alternatives to single-occupancy vehicle travel.

Policy CE-6.1: Prioritize, develop, and maintain mobility hubs in the Town Center and other transportation-efficient locations, especially near overburdened communities that lack sustainable transportation options.

Mobility hubs are locations where people can access multiple types of transportation modes in a central location (such as bike share, public transit, micro mobility devices). Often located adjacent to transit stops and stations, mobility hubs serve as a transfer point for multiple transportation modes and offer first and last mile connections between the hub and one's origin or destination.

Policy CE-6.2: Support expansion of bicycle rack and locker capacity at appropriate transit stops, mobility hubs, and park & rides in a manner that meets Community Protection through Environmental Design guidelines.

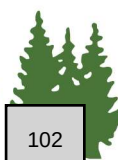
Policy CE-6.3: Support collaboration among neighboring cities to promote streamlined and connected alternative transit options, including a shared-use electric bicycle or scooter program that provide transportation between cities.

Policy CE-6.4: Develop a connected and complete multimodal network that prioritizes access to key destinations throughout Lake Forest Park—including transit stations, parks, trails, and the Town Center—and that provides safe access for all ages and abilities. Implement the Safe Streets and Town Center Connections Plans to ensure safe, efficient, and direct pedestrian and bicycle access to major community hubs and transit services.

Policy CE-6.5: Expand Lake Forest Park's "Safe Routes to School Program" participation, including an education and encouragement component, and continue to apply for local, state, and federal grants to enhance safe routes to schools.

Safe Routes to School is a program for projects within two miles of primary, middle, and high schools to improve safety and mobility for children by enabling and encouraging them to walk and bicycle to school.

Policy CE-6.6: Create and support outreach and education initiatives and materials that inform the community about transit travel options, in partnership with community groups.





Goal CE-7: Electric Vehicles

Facilitate a transition to electric vehicles by expanding charging and education.

Policy CE-7.1: Support the expansion of electric vehicle charging infrastructure throughout the community, including municipal buildings, multifamily and affordable housing developments, major commercial areas, parking garages, parks, and other community-serving locations to advance transportation decarbonization.

Policy CE-7.2: Transition the City fleet to electric vehicles starting with high-use, high-emissions, and cost-inefficient vehicles.

Policy CE-7.3: Promote the use of electric off-road equipment in City operations and among community members by providing educational resources, guiding access to available funding or rebate programs, and incorporating electric equipment options into City operations where feasible.

Electric off-road equipment can include electric versions of excavators, forklifts, skid steer loaders, utility vehicles, backhoes, ride-on or push mowers, agricultural tractors, and compact wheel loaders.



Goal CE-8: Climate-Friendly Development

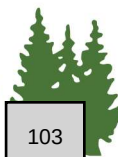
Promote development that advances climate planning, resilience, and greenhouse gas emissions reduction.

Policy CE-8.1: Foster transit-oriented development by increasing density in areas that are well-served by transit and prioritize infill development through the zoning and permitting process.

Transit-oriented development is an approach to creating dense, walkable residential neighborhoods with easy access (e.g., within a radius of up to 0.5 miles) to public transportation and commercial/retail uses.

Policy CE-8.2: Explore opportunities for complementary, mixed land use zoning to promote cycling and walking and to reduce driving.

Policy CE-8.3: Incentivize developments, including affordable housing and rental units, that use clean energy or reduce energy consumption.





Goal CE-9: Waste Management

Reduce waste generation and increase recycling and composting.

Policy CE-9.1: Set and achieve specific goals around waste generation and periodically measure waste via waste characterization studies, in partnership with the City's waste collection service provider.

Policy CE-9.2: Focus on reducing generation and disposal of high-emissions materials, such as organic waste, via outreach and support for composting at homes and businesses. Consider creating a food rescue and/or food waste prevention technical assistance program to support the state's goal of 50% food waste reduction by 2030.

Policy CE-9.3: Facilitate the City's 70% recycling rate goal (as adopted by King County) and expand current recycling efforts, such as the battery recycling program at City Hall.

Policy CE-9.4: Incentivize reuse and recycling of construction and demolition waste.

Policy CE-9.5: Support equitable outreach and engagement around waste reduction (including reuse and repair), recycling, and composting in partnership with the City's waste collection service provider.



Volume II | Background Analysis



Introduction

Climate change refers to significant, long-term changes in temperature, precipitation patterns, and other atmospheric conditions that are primarily driven by human activities such as the burning of fossil fuels and deforestation. In Washington State, the effects are already evident—from hotter summer temperatures and increased wildfire risks to more frequent and intense storms. In response, the Washington State Legislature enacted House Bill 1181 in 2023, amending the Growth Management Act (GMA) to require local governments to integrate climate change considerations into their comprehensive planning processes. This mandate introduces a Climate Element, comprising two sub-elements:

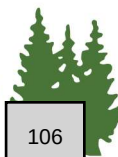
- The **Resilience Sub-Element** is mandatory for all fully planning counties and cities under the GMA. It is aimed at enhancing climate preparedness, response, and recovery efforts and includes identifying and managing risks associated with climate hazards such as flooding, wildfires, and extreme weather events.
- The **Greenhouse gas (GHG) Emissions Reduction Sub-Element** is mandatory for the state's 11 most populous counties and their cities with populations over 6,000 as of April 1, 2021, which includes Lake Forest Park. This sub-element focuses on establishing goals and policies to reduce GHG emissions and vehicle miles traveled, contributing to the state's overarching goal of reducing GHG emissions by 95% by 2050.

Incorporating climate change into long-term plans enables communities to proactively address and adapt to the inevitable impacts of a changing climate and ultimately safeguard public health, infrastructure, and ecosystems. This climate planning can help lead to long-term economic benefits, such as reduced disaster recovery costs and enhanced energy efficiency. It also provides an opportunity to address environmental justice by ensuring that vulnerable and overburdened communities receive the support and resources they need to thrive in the face of climate challenges.

The policies within this Climate Element promote community well-being, address key climate vulnerabilities, and aim to reduce emissions from the sectors in the city that are the largest contributors. By implementing these policies, the City and community can take decisive steps toward achieving the state's climate objectives and ensuring a livable and thriving environment for all.

This chapter provides further information about the background information used to develop the updated goals and policies in the Climate Element:

- **Planning context,**
- **Public participation,**
- **Climate change in Lake Forest Park,**
- **Greenhouse gas emissions in Lake Forest Park.**



Planning Context

Several strategic and issue-specific plans have been developed to address climate change, hazard mitigation, and sustainability needs throughout the city. These issue-specific plans informed the development of the Climate Element goals and policies, and they collectively reflect Lake Forest Park's commitment to fostering sustainability and resilience. These plans include:

- 2008: The Legacy 100-Year Vision
- 2013: Lake Forest Park Shoreline Master Program
- 2017: Safe Streets: Recommendations for Improving Safety and Connections to Transit and Amenities
- 2018: Parks, Recreation, Open Space, & Trails Plan
- 2018: Safe Highways Report
- 2018: Safe Streets: Town Center Connections
- 2019: King County Comprehensive Solid Waste Management Plan
- 2019: King County Hazard Mitigation Plan, Lake Forest Park Annex
- 2023: Stormwater Management Program Plan
- 2024: Urban Forest Ecosystem Services and Values Report
- 2024: Lake Forest Park Climate Action Plan

Aligning the Climate Element with these plans ensures that goals and policies reflect both immediate priorities and the community's long-term vision. Of this list, the Climate Action Plan and the Legacy 100-Year Vision were particularly informative for the Climate Element and are described in further detail below.

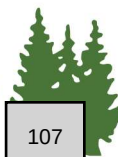
Lake Forest Park Climate Action Plan (2024)

The Climate Action Plan contains robust policies on climate resilience and GHG emissions reduction. It acts as a roadmap for the Lake Forest Park community to address climate change by setting goals to reduce community-wide emissions, enhance ecosystem health and carbon sequestration, and increase the Lake Forest Park community's resilience to climate impacts. The Climate Action Plan was developed by the Climate Action Committee (Resolution number 1836 and 1844) through extensive research and the engagement of the broad Lake Forest Park community and adopted by the City Council on June 13, 2024.

The **Climate Action Plan** is available online at <https://www.cityoflfp.gov/DocumentCenter/View/11748/LFP-Climate-Action-Plan?bidId=>

Lake Forest Park Legacy 100-Year Vision (2008)

The Lake Forest Park *Legacy 100-Year Vision* provides a framework to begin to integrate sustainability, resilience, and equity into the Comprehensive Plan by focusing on green infrastructure. The *Vision* notes that green infrastructure "encompasses a wide range of



landscape elements, including: natural areas—such as wetlands, woodlands, waterways, and wildlife habitat; public and private conservation lands—such as nature preserves, wildlife corridors, greenways, and parks; and outdoor recreation and trail networks.”

The *Vision* identifies existing green infrastructure, sets goals for how this green infrastructure will be enhanced in the next century, and identifies projects that can be undertaken in the near-term. This visionary document, which incorporates extensive community feedback, influences several elements of the Comprehensive Plan, including Climate; Environmental Quality & Shorelines; and Parks, Trails, & Open Space.

The **Legacy 100-Year Vision** is available online at www.cityoflfp.gov/DocumentCenter/View/362

Supporting Technical Materials

Several activities, including technical and qualitative analyses and community engagement, were conducted to ensure that the Climate Element is grounded in the city’s planning context, up-to-date local data, and community priorities, as well as to ensure alignment with the Washington State Department of Commerce climate planning guidelines. The following technical materials resulting from these activities contain further details about the City’s methods and results:

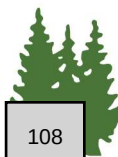
- Engagement Strategy
- Climate Impacts Summary
- Policy Audit Memorandum and Policy Audit Workbook
- Climate Vulnerability Assessment
- GHG Summary Memorandum
- Vehicle Miles Traveled (VMT) Study
- GHG Wedge Memorandum
- Climate Element Policy Workbook

These **technical materials** are available at <https://cityoflfp.gov/696/2025-Comprehensive-Plan-Climate-Element>

Public Participation

The Climate Element has been developed collaboratively with a community-based Climate Planning Advisory Team (CPAT) and using input from City staff, youth, and the public through engagement initiatives. This inclusive process underscores the City’s commitment to developing a comprehensive and actionable plan that addresses the unique challenges presented by climate change.

Community engagement in 2024-2025 was critical to developing the Climate Element. The City built upon the methods used during the public participation program that occurred during the Comprehensive Plan update in 2023–2024. The project team developed and implemented



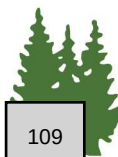
engagement strategies to reach Lake Forest Park's community members to meaningfully hear feedback and integrate community input. Findings from the community engagement informed the development of actionable policies.

Between October 2024 and June 2025, the City conducted the following engagement initiatives:

1. **Climate Policy Advisory Team.** The City established the CPAT to shape the strategies and policies by advising the City throughout the Climate Element development process (Resolution No 24-1948, Section 2). The CPAT included representatives from Planning Commission, the Climate Action Committee, and Tree Board. The CPAT met 9 times between October 2024 and June 2025, where they reviewed supporting materials and content, provided feedback on draft goals, and helped to shape policies for the Climate Element.
2. **Webpage.** The City shared information about the Climate Element project, background information, and opportunities for engagement on a project webpage.
3. **Community Survey.** The City hosted an online survey to learn about Lake Forest Park community members' understanding of climate change, experience of climate impacts, and about potential Climate Element policy areas. The City distributed survey invitation postcards to all Lake Forest Park residential addresses.
4. **Group Interviews with Youth.** Group interviews were conducted with the Environmental Club and the Interact Club at Shorecrest High School to gather youth perspectives on the actions that Lake Forest Park should prioritize to reduce greenhouse gas emissions and strengthen resilience to climate hazards, and outcomes from the interviews informed the Climate Element.
5. **Community Open House.** The City held one in-person public open house to engage the broad public on the Climate Element. The open house provided an opportunity for participants to share feedback on the draft policies, voice concerns, and identify priorities to shape the final Climate Element. The community open house was advertised through the City's listserv, newsletter, emailed notices, and postings at community gathering places.

In June 2025 and beyond, the City will conduct the following additional engagement initiatives:

6. **Public Comment Period.** The City will launch the public comment period June 16 through August 11, 2025 to support the Climate Element review and adoption process.
7. **Planning Commission Meetings.** Staff will present the draft Climate Element to Planning Commission in the latter half of 2025.
8. **City Council Meetings and Hearings.** Staff will present the draft Climate Element to City Council in the latter half of 2025.



Climate Change in Lake Forest Park

Lake Forest Park is already seeing the impacts of climate change, including rising temperatures, wildfire smoke, and flooding. These climate impacts affect the city’s infrastructure and natural resources, as well as the health of Lake Forest Parks’ communities. Lake Forest Park community members who responded to the community survey expressed concerns about wildfire smoke, severe storms, and heatwaves, and they noted experiencing those climate impacts firsthand.

- **Rising Temperatures and Extreme Heat.** Average summertime temperatures are projected to increase. This increase can harm public health, damage infrastructure, and threaten wildlife habitat.
- **Wildfires and Smoke.** Wildfire risk and wildfire smoke are expected to increase. Wildfires can harm property, wildlife, and public safety. Wildfire smoke worsens air quality and exacerbates health problems, such as asthma.
- **Changing Precipitation and Flooding.** Extreme rain events are expected to increase in the winter, leading to more water in Lyon and McAleer Creeks that may result in more flooding, landslides, and erosion. Flooding and landslides can damage homes, businesses, roads, and infrastructure such as stormwater systems, sewer lines, and other utilities.
- **Drought and Water Supply.** Summer rainfall is projected to decrease, which will make drought conditions worse, reduce water availability, and harm fish and wildlife habitat through lower and warmer streamflows in Lyon and McAleer Creeks.

Community Vulnerability to Climate Change

Everyone in Lake Forest Park will be affected by climate change, but some individuals and groups are at greater risk because they are considered more vulnerable to a range of economic, social, and built environment factors. People with health conditions like asthma, diabetes, or heart disease may also face greater risks. Additionally, those with limited income, language barriers, or no access to healthcare may have a harder time preparing for and recovering from extreme weather. Some potentially vulnerable populations are described in Table 1. Individuals or groups are more likely to be particularly vulnerable to climate change impacts if they experience more than one category of vulnerability, live in areas that are particularly susceptible to climate impacts like extreme heat or wildfires, and/or live in areas with outdated infrastructure.

Table 1: Potential Vulnerable Communities in Lake Forest Park and Example Vulnerability Considerations

Vulnerable Populations	Percent of Residents ¹	Example Vulnerability Considerations
Total non-white residents	27.5%	Communities of color often face disproportionate health risks linked to exposures to environmental hazards and may be more vulnerable to health effects associated with climate impacts due to racialized health and socioeconomic disparities. ² For example, in 2021, the asthma mortality rate in the United States was more than twice as high for black individuals than for white individuals. ³
Renter-occupied housing units	19.2%	The cost burden for renter households is higher than for owner households in Lake Forest Park, and renting is more common among non-white households in the city, according to the racially disparate impacts analysis conducted for the Comprehensive Plan in 2024. Renters typically have less ability to take actions such as making energy efficiency upgrades and adding air conditioning.
People in poverty	3.6%	People with low incomes have fewer economic resources to cope with potential climate impacts like property loss and health impacts. ⁴
People with disabilities (under 65 years old)	4.2%	People with disabilities (such as those with low vision, blindness, hearing loss, or mobility issues) may face barriers in evacuating during extreme weather events. ⁴
Youth under 5 years old	3.9%	Young children are especially vulnerable to the harmful impacts of extreme heat and wildfire smoke. ⁴
Seniors 65 years or older	18.1%	Seniors tend to have reduced mobility and higher susceptibility to heat-related illnesses. ⁴

¹ U.S. Census Bureau, “QuickFacts Lake Forest Park city, Washington,” 2024. <https://www.census.gov/quickfacts/fact/table/lakeforestparkcitywashington/PST045224>

² Berberian AG, Gonzalez DJX, Cushing LJ. “Racial Disparities in Climate Change-Related Health Effects in the United States.” Curr Environ Health Rep. 2022. <https://pmc.ncbi.nlm.nih.gov/articles/PMC9363288/>

³ U.S. Center for Disease Control, “Most Recent National Asthma Data,” 2021. https://www.cdc.gov/asthma/most_recent_national_asthma_data.htm

⁴ Gamble, J.L., et al. U.S. Global Change Research Program. “Ch. 9: Populations of Concern.” In: The impacts of climate change on human health in the United States: A scientific assessment, 2016: 252. <https://health2016.globalchange.gov/downloads#populations-of-concern>

Infrastructure Vulnerability to Climate Change

Climate vulnerability is the degree that a community or system is at risk of harm from hazards or impacts driven by climate change. In Lake Forest Park, the climate vulnerability of infrastructure overall is medium. The types of infrastructure with the highest vulnerability are transportation and water resources.

- Transportation and Economy.** Key elements of transportation and economic infrastructure include SR 104, SR 522, bus routes, bridges, and the City Center. These aspects of the city have generally high overall vulnerability because they intersect with flood-prone areas, heat islands, and landslide-risk zones—all of which are likely to cause damage and disruptions. Much of SR 522, all bridges, the City Center, and Third Place Commons overlap with areas in the city that have higher-than-average surface temperatures (Figure 1).
- Water Resources.** Water resources—including drinking water, stormwater, and sewer systems— can enhance water quality and ensure that residents have drinkable water. As climate change drives longer and more intense drought conditions and heatwaves, water systems could see reductions in water storage as well as increases in demand, while more intense precipitation events could lead to increased stormwater runoff that can potentially overwhelm stormwater and wastewater systems. Water resources have high vulnerability to climate hazards overall and face the most risk from landslides and flooding out of all climate hazards. All water resource assets are located within at least 500 meters of a landslide hazard zone (Figure 2).
- Critical Facilities.** Critical facilities include the library, police and fire stations, schools, City Hall, and the city's only grocery store. These facilities provide essential services and serve as emergency shelters, gathering spaces, or cooling centers. Climate hazards could directly damage critical facilities or block access to the facilities through obstructed roads. In Lake Forest Park, critical facilities have medium overall vulnerability to climate hazards. The library, police station, City Hall, and grocery store are highly exposed to extreme heat because they are located within the Town Center plaza, which has very few trees to provide shade and lots of asphalt and concrete surfaces to absorb heat (Figure 3).
- Community Resources and Housing.** Community resources include trails, parks, and streams that provide opportunities for recreation, community gathering, and time outside. Community resources may be impacted by climate impacts but may also help residents and the city manage impacts. For example, parks can help residents manage extreme heat events by providing a cool place to rest. Community resources and housing in Lake Forest Park have medium vulnerability overall and out of all climate hazards, they are most at risk of damage and disruption from the climate hazard of landslides. Grace Cole Nature Reserve, Horizons View Park, creeks, low-income housing, and urban trails are all located within or intersect with landslide hazard areas (Figure 4).

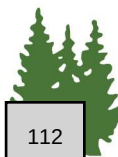


Figure 1. Transportation assets and heat severity.
Map by Cascadia Consulting Group.

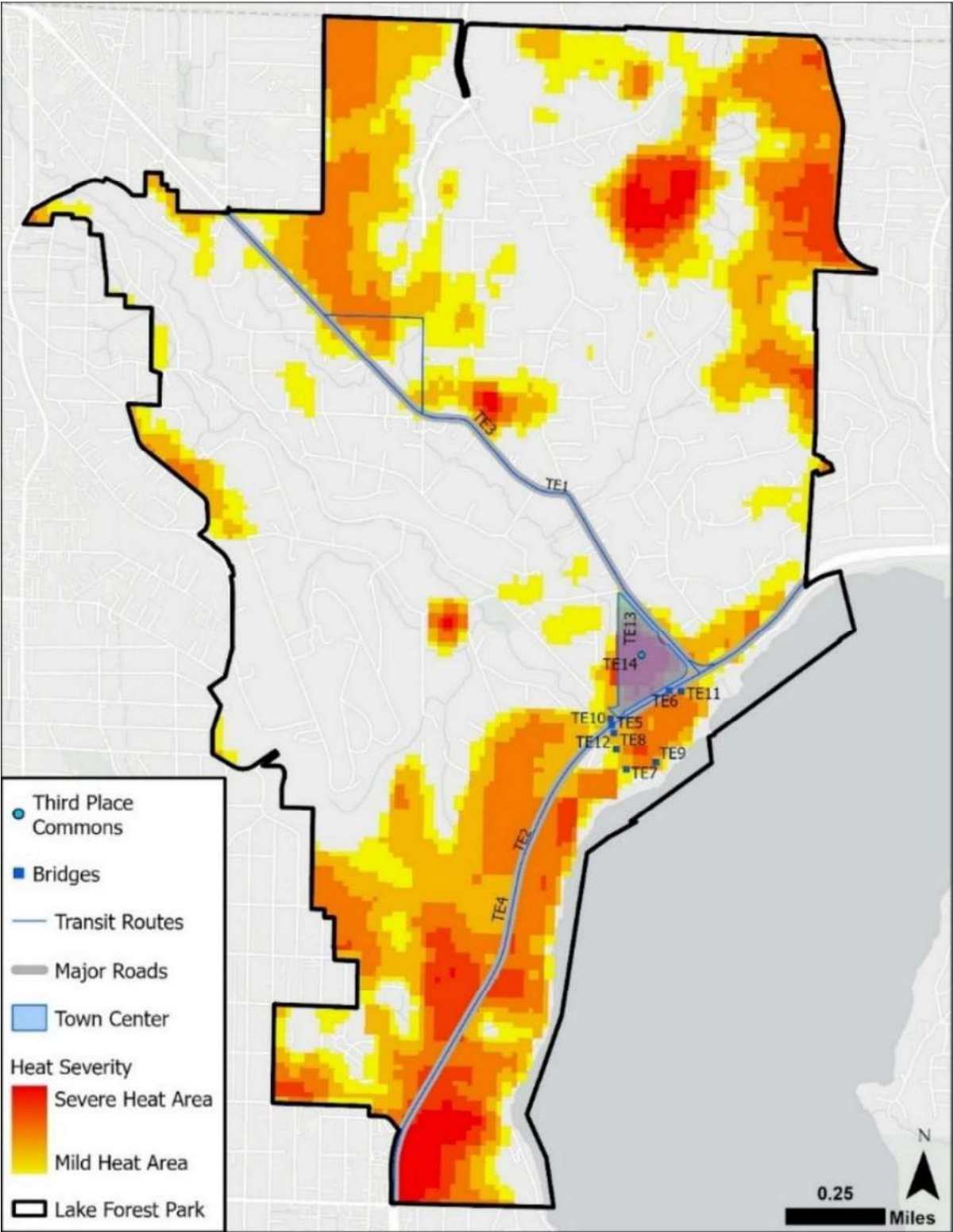


Figure 2. Water resource assets in landslide risk areas.
Map by Cascadia Consulting Group.

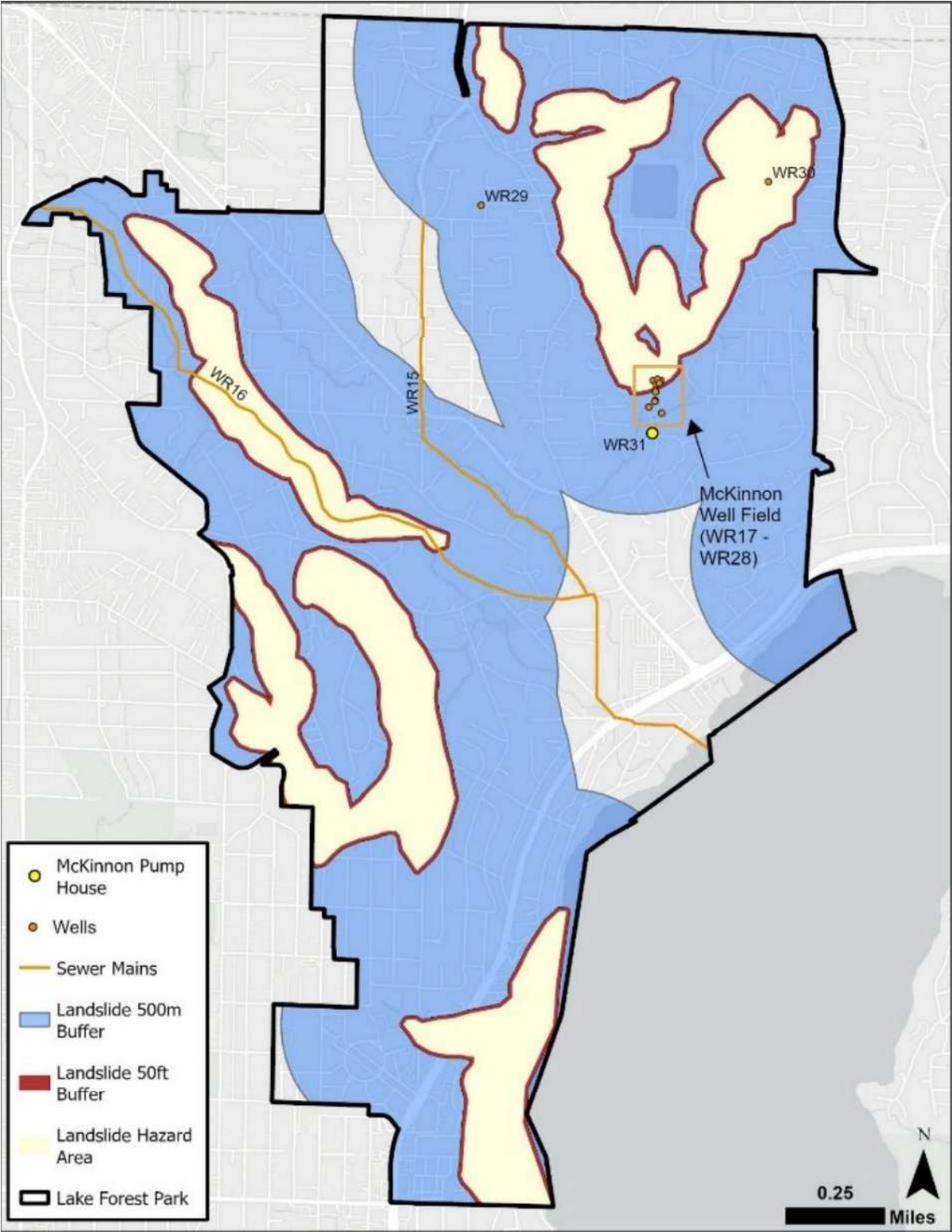


Figure 3. Locations of critical facilities relative to heat severity areas.
Map by Cascadia Consulting Group.

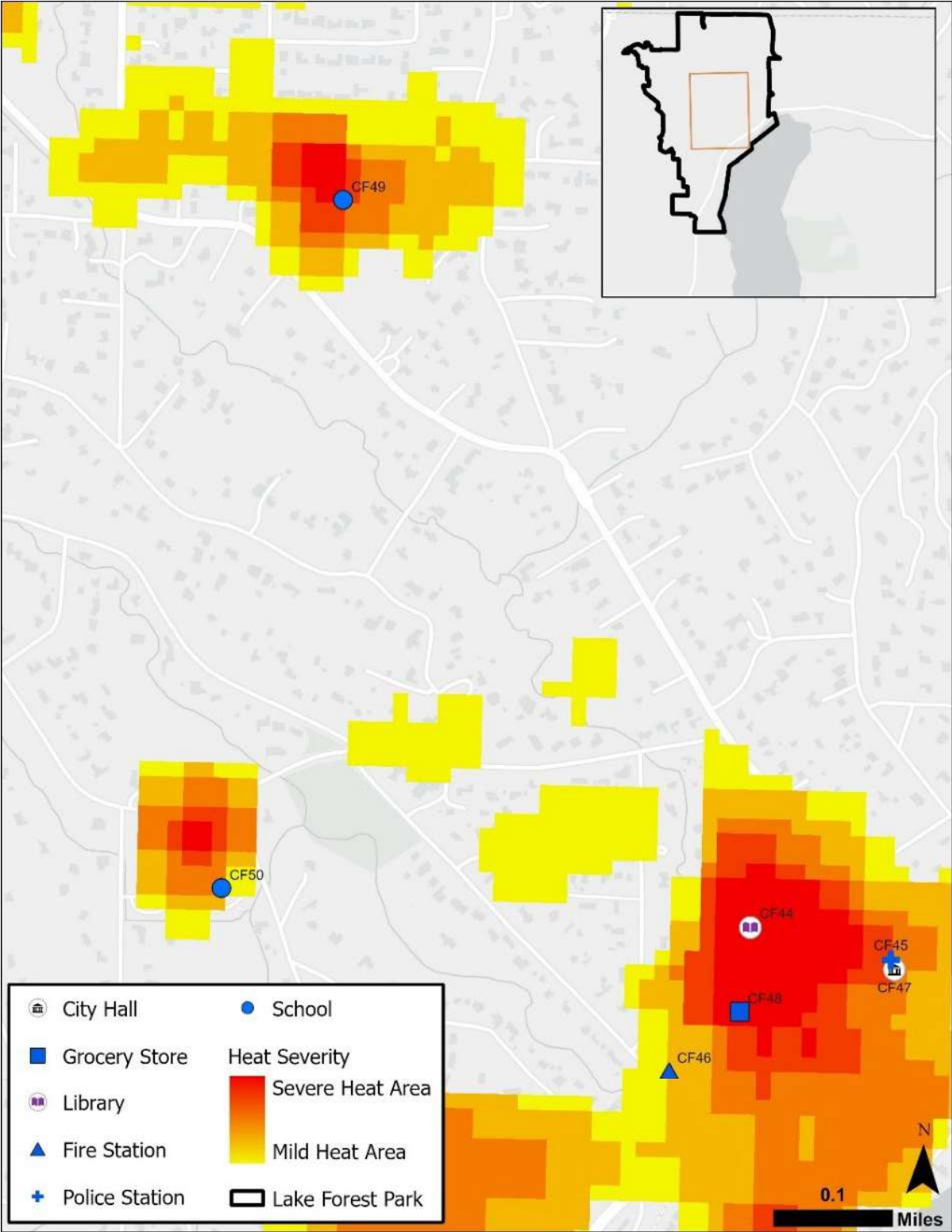
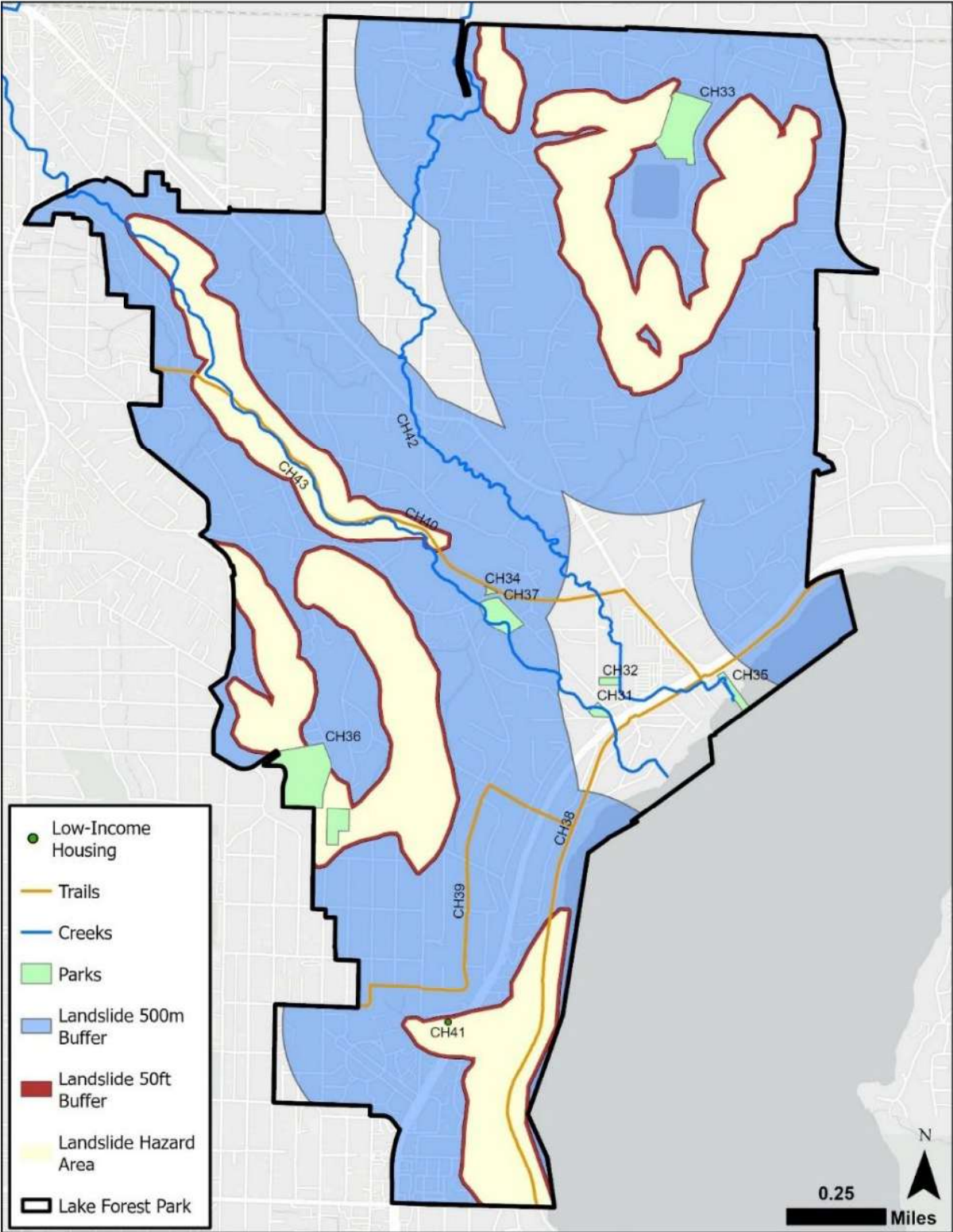


Figure 4. Map of community resources and landslide exposure.
Map by Cascadia Consulting Group.



Greenhouse Gas Emissions in Lake Forest Park

Climate change is primarily caused by burning fossil fuels, including natural gas and gasoline, to heat and cool homes and to power cars and other vehicles. As part of the Climate Element development process, the City conducted two studies—one study at the community scale and another study for municipal operations—to understand what emissions the city contributes to climate change.

Emissions Overview

Within City operations and across the community, transportation is the most significant source of greenhouse gas (GHG) emissions.

- Lake Forest Park's municipal operations.** In 2023, the municipal vehicle fleet (71%) was the greatest contributor to municipal GHG emissions, followed by refrigerants (23%), solid waste generation and disposal (5%), and electricity (1%). Municipal operations are included in the communitywide emissions estimates below and make up less than 1% of total community emissions.
- Lake Forest Park community.** In 2023, the community—which includes residents, visitors, businesses, and municipal operations—generated 95,897 metric tons of carbon dioxide equivalent (MTCO₂e), a measure of GHG emissions. Emissions came from transportation (61%), buildings and energy (29%), refrigerants (8%), solid waste (2%), and land use, primarily from tree loss (less than 1%).⁵ Community transportation (61%) includes on-road vehicles (24%), air travel (30%), and off-road equipment (7%). Buildings and energy (29%) includes electricity (3%), natural gas (22%), and fuel oil and propane (4%). Of the Lake Forest Park community emissions, 2019 represents the baseline year from which the City of Lake Forest Park will measure future emissions reductions (Figure 5).

⁵ Percentages are rounded to the nearest whole number. While the total may not appear to equal sum of the parts, each percentage is independently calculated to be the most accurate rounded amount.

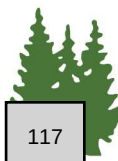


Figure 55. 2019, 2022, and 2023 communitywide GHG emissions, by source (MTCO₂e).



The City of Lake Forest Park is aiming for the following **emissions reduction targets** (compared to the 2019 baseline year):

- 50% by 2030
- 75% by 2040
- 95% and net zero by 2050

With the development of this Climate Element, the **City and CPAT updated the City's GHG emissions reductions targets to compare against a 2019 baseline**, rather than 2007, to have a baseline year for which the City has measurable GHG inventory data.

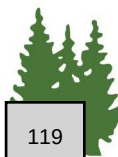


GHG Emissions from Vehicles

To better understand the transportation emissions and how people are currently traveling within Lake Forest Park and to destinations outside of the city, the City conducted a study of vehicle-miles-traveled (VMT) and a travel market assessment. The following results focus on VMT and GHG emissions from on-road transportation sources within Lake Forest Park's city limits.

Passenger vehicles contribute the most to overall VMT in Lake Forest Park. Key takeaways related to VMT, including all vehicle trips that start and/or end in Lake Forest Park include:

- **Passenger vehicle VMT increased between 2022 and 2023 but emissions decreased slightly due to electric vehicles making up a larger share of total miles.** Between 2019 and 2023, the number of vehicle trips per person increased, reflecting shifts in travel behavior after the COVID-19 pandemic including a greater reliance on private vehicles over shared modes like transit. Between 2022 and 2023, electric vehicle miles increased more than vehicle miles from gas powered vehicles. Although average trip lengths decreased between 2019 and 2023, which resulted in a slight reduction in VMT, the rise in trip frequency suggests that Lake Forest Park is not yet on a clear path toward meaningful VMT reduction.
- **The majority of trips in Lake Forest Park are interjurisdictional, meaning the trips either start or end in Lake Forest Park and include a neighboring city.** Over 85% of all vehicle trips are interjurisdictional trips, making them the dominant contributor to total VMT.
- **Non-work trips by residents are the most frequent trip type and the top contributor to overall VMT.** While most of these trips are interjurisdictional, non-work trips by residents also account for the highest number of trips within Lake Forest Park and have overall shorter trip lengths, with about 30% of trips that are 2 miles or less and an additional 40% of trips that are between 2 and 5 miles.
- **Work trips contribute disproportionately to overall VMT in Lake Forest Park.** The bulk of VMT from work trips comes from interjurisdictional trips between 3 and 18 miles. These longer, interjurisdictional commutes significantly increase the City's total on-road emissions footprint.
- **Non-work trips by visitors occur in similar volumes as work trips but contribute far less to total VMT.** These trips are typically shorter than work trips because visitor trips usually originate from neighboring jurisdictions, with people traveling to destinations within Lake Forest Park, such as the Town Center. In contrast, employment centers are often located further away.



Contributions of State and Federal Policies

Addressing greenhouse gas emissions requires the combined efforts of local, state, federal, and regional policy change. There are a number federal, state, and regional policies that advance GHG emissions reductions and will support the City of Lake Forest Park in meeting GHG emissions reduction targets:

- Washington State Energy Code (SB 5854)
- Washington Clean Buildings Act (HB 1257)
- Federal Vehicle Regulations (CAFE)
- Washington Clean Fuel Standard (HB 1091)
- Washington Zero Emission Vehicle (ZEV) Standards
- Washington Hydrofluorocarbon Policies (HB 1112 & HB 1050)
- Washington Clean Energy Transformation Act (CETA)
- Washington Climate Commitment Act (E2SSB 5126)

The GHG emissions reduction sub-element goals seek to address Lake Forest Park's remaining emissions after accounting for the reductions driven by these state and federal policies. Local policies that help the city reduce emissions from on-road transportation and natural gas use in buildings will be especially critical in the coming decades, as these will increasingly make up a large percentage of remaining emissions. Implementing the Utilities Element goal U-5: Climate Commitment will advance Lake Forest Park's ability to meet its GHG emissions reduction targets by supporting the transition from fossil fuels to electricity in new and existing buildings. Remaining emissions would need to be addressed through stronger policy or other advancements at the state, federal, or local level.



Glossary

Please note that this glossary is provided for reference during Planning Commission review and will ultimately be incorporated into the overall Comprehensive Plan Glossary.

Term	Definition
Climate resilience	The ongoing process of anticipating, preparing for, and adapting to changes in climate and minimizing negative impacts to our natural systems, infrastructure, and communities. Codified in RCW 70A.65.010.
Critical areas	As defined by the Growth Management Act and municipal code, these refer to wetlands, streams, areas with a critical recharging effect on aquifers used for potable water, fish and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas such as erosion hazard areas, landslide hazard areas, seismic hazard areas, and steep-slope hazard areas. Codified in RCW 36.70A.030.
Environmental justice	The fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, rules, and policies. Environmental justice includes addressing disproportionate environmental and health impacts in all laws, rules, and policies with environmental impacts by prioritizing vulnerable populations and overburdened communities, the equitable distribution of resources and benefits, and eliminating harm. Codified in RCW 70A.02.010.
Green building standards	Examples of green building standards include Leadership in Energy & Environmental Design (LEED), Living Building Challenge Green Globes, and the National Green Building Standard.
Greenhouse gas emissions	Gases, such as carbon dioxide, methane, and nitrous oxide, that trap some of the Earth's outgoing energy, thus retaining heat in the atmosphere and contributing to climate change.
Low impact development (LID)	A stormwater and land use strategy that strives to mimic hydrologic processes before the area was developed or disturbed. LID measures emphasize conservation, use of on-site natural features, site planning, and integration of stormwater management practices into project design. Rain gardens and permeable hardscapes are examples of LID measures.
Mobility hubs	Locations where people can access multiple types of transportation modes in a central location (such as bike share, public transit, micro mobility devices). Often located adjacent to transit stops and stations, mobility hubs serve as a transfer point for multiple transportation modes

Term	Definition
	and offer first and last mile connections between the hub and one’s origin or destination.
Overburdened community	A geographic area where vulnerable populations face multiple environmental harms and health impacts that combine to further increase burdens. Codified in RCW 70A.02.010.
Resilience hubs	Trusted, community-serving facilities that support communities in everyday life and before, during, and after an emergency. Although climate change affects everyone, low-income communities and communities of color are disproportionately impacted by climate-related events. Resilience hubs help neighbors access resources and services and build trust and community cohesion in their day-to-day lives.
Safe Routes to School	A program for projects within two miles of primary, middle, and high schools to improve safety and mobility for children by enabling and encouraging them to walk and bicycle to school.
Transit-oriented development	An approach to creating dense, walkable residential neighborhoods with easy access (e.g., within a radius of up to 0.5 miles) to public transportation and commercial/retail uses.
Vulnerable populations	Groups that are more likely to be at higher risk for poor health outcomes in response to environmental harms, due to adverse socioeconomic factors and sensitivity factors. Includes, but is not limited to racial or ethnic minorities, earners of low incomes, and populations disproportionately impacted by environmental harms. Codified in RCW 36.70A.030.

CITY OF LAKE FOREST PARK
CITY COUNCIL SPECIAL MEETING MINUTES
October 2, 2025

It is noted that this meeting was held in person in the Emergency Operations Center at City Hall and remotely via Zoom.

Councilmembers present (via Zoom): Tracy Furutani, Deputy Mayor; Larry Goldman, Vice Chair; Paula Goode, Ashton McCartney, Semra Riddle, Ellyn Saunders. Cmbr. Jon Lebo attended in person.

Staff present (in person): Tom French, Mayor; Phillip Hill, City Administrator; Matt McLean, City Clerk

Others present: No other visitors

CALL TO ORDER

Mayor French called the October 2, 2025, special meeting to order at 6:00 p.m.

ADOPTION OF THE AGENDA

Deputy Mayor Riddle moved to approve the agenda. Vice Chair Goldman seconded.
The motion to approve the agenda as presented carried unanimously.

ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR ACTION

Executive Session – Consideration of the acquisition of real estate purchase or lease pursuant to RCW 42.30.110(1)(b)

Mayor French announced that they would be going into executive session at 6:01 p.m. for approximately 28 minutes to discuss the acquisition of real estate purchase or lease, as per RCW 42.30.110(1)(b).

Council returned from Executive Session at 6:28 p.m. and no action was taken.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:29 p.m.

Tom French, Mayor

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Matt McLean, City Clerk

DRAFT

CITY OF LAKE FOREST PARK
CITY COUNCIL WORK SESSION MEETING MINUTES
October 9, 2025

It is noted that this meeting was held in person in the Emergency Operations Center at City Hall and virtually via Zoom.

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

Councilmembers absent: none

Staff present: Tom French, Mayor; Phillip Hill, City Administrator; Lindsey Vaughn, Finance Director; Mike Harden, Police Chief; Mark Hofman, Community Development Director; Cory Mattson, Community Programs Planner; Matt McLean, City Clerk

Others present: Amber Mikluscak, Facet
0 visitors

CALL TO ORDER

Mayor French called the October 9, 2025, City Council work session meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

Deputy Mayor Furutani moved to adopt the agenda as presented. **Cmbr. Riddle seconded. The motion to adopt the agenda as presented carried unanimously.**

COUNCIL DISCUSSION TOPICS

Lakefront Park Project Update

Ms. Mikluscak with Facet gave a presentation and responded to Council questions.

Sustainable Forestry Initiative (SFI) Urban and Community Forest Sustainability Grant for forest planning update

Director Hofman provided a brief update on the status of the grant application progress.

ADJOURNMENT

There being no further business, Mayor French adjourned the meeting at 6:44 p.m.

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Tom French, Mayor
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Matt McLean, City Clerk

**CITY OF LAKE FOREST PARK
CITY COUNCIL REGULAR MEETING MINUTES
October 9, 2025**

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

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

Councilmembers absent: none

Staff present: Tom French, Mayor; Phillip Hill, City Administrator; Eileen Keiffer, City Attorney; Lindsey Vaughn, Finance Director; Mike Harden, Police Chief; Rebecca Dickinson, Public Works Director; Katie Phillips, Project Manager; Mark Hofman, Community Development Director; Cory Mattson, Community Programs Planner; Jennifer Grant, Municipal Judge; Matt McLean, City Clerk

Others present: 10 visitors

CALL TO ORDER

Mayor French called the regular City Council meeting of October 9, 2025, to order at 7:00 p.m.

FLAG SALUTE

Mayor French led the Pledge of Allegiance.

ADOPTION OF AGENDA

Deputy Mayor Furutani moved to amend the agenda, moving item 6. Presentations before item 4. Public Comment. **Cmbr. Riddle seconded. The motion to approve the agenda as amended carried unanimously.**

PRESENTATIONS

Swearing in of new Lake Forest Park Police Officer Austin Gutwein

Chief Harden introduced Officer Austin Gutwein. Judge Grant administered the oath of office.

PUBLIC COMMENT

Mayor French invited comments from the public.

- Sage Ross provided comments on an incident involving US Marshalls at Planet Fitness.

- Kathy Comeau provided comments on an incident involving US Marshalls at Planet Fitness.
- Jeff Snedden provided an update on ST3.

Deputy Mayor Furutani read the following names into the record who provided written comment regarding a property in Lake Forest Park:

Minda Martin, David Berliner, Julia Dietrich, Natalie Post, Alice Pedersen, Sarah Tucker, Robert Anderson, Michelle Markwood, Michaelyn Walker, Bethany Jury, Lauri Nichols, Hillary De La Cruz, Amanda Royal, Stephanie Angelis, Amy Junglov, Lari McEdward, Tamara Erickson, Meredith Manville, Donna Berliner, Jocelyn Oats, Elizabeth DiFillipo, Liz Parker, Marilyn Knutson, Emilie Burnham, Lin Evanko, Patty Conroy, Marian Sterling, Alison Alcoba, Ryan Nute, Theresa Hayward, Dan Benson, Stewardship Foundation, Kara Babb, Sarah Perigo, Nathan Horter, Cara Hartz, Marty Ross, Kimberlee Eames, Erin Jeffers, Anne Udalo, Seth Fernald, Kelly Velasco, Josh Nasvik, Nathan Manville, Yvonne Green, Ramona Wijayratne, Christye Watkins, Robert Wheadon, Megan Tully, Jennifer Wolfe, Stas Black, Tonya Stiffler, joanel@umich.edu, Ben Hudson, Kathleen Kindberg.

With no one else in the audience wishing to speak, Mayor French closed public comment.

Chief Harden shared brief comments on an incident involving US Marshalls at Planet Fitness on October 2, 2025.

PROCLAMATIONS

Recognizing October 2025 as Domestic Violence Awareness Month

Cmbr. Riddle read the proclamation.

CONSENT CALENDAR

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

- A. September 11, 2025 City Council Work Session Minutes
- B. September 11, 2025 City Council Regular Meeting Minutes
- C. September 18, 2025 Budget & Finance Committee Minutes
- D. September 18, 2025 City Council Special Meeting Minutes
- E. September 25, 2025 City Council Regular Meeting Minutes
- F. A Pre-paid Accounts Payable dated 9/30/2025 Claim Fund Check Nos. 88249 and 88250 in the amount of \$3,219.98, an Accounts Payable dated 10/9/2025 Claim Fund Check Nos. 88251 through 88306 in the amount of \$453,094.71, a 9/23/2025 Payroll Fund ACH transaction in the amount of \$186,833.45, and a 9/23/2025 Direct Deposit transaction in the amount of \$210,790.04. Total approved claim fund transactions: \$853,938.18.

- G. Resolution 25-2030/Adopting an ADA Grievance Procedure Pursuant to the Americans with Disabilities Act of 1990, as Amended
- H. Resolution 25-2032/Cancelling, Pursuant to RCW 39.53.040, Certain Checks of the City of Lake Forest Park not Presented to the City for Payment within One Year of their Issue to be Turned Over to the State
- I. Resolution 25-2034/Accepting the Demolition Services of the Lakefront Early Works Improvements Project

ORDINANCES AND RESOLUTION FOR INTRODUCTION/REFERRAL

Resolution 25-2033/Accepting the Donation of the Public Art Piece *Nature’s Repose* by Artist Melissa Cole, Donated by the Lake Forest Park Garden Tour, to be Installed at Horizon View Park

Ms. Mattson and Ms. Roz Bird gave a brief introduction and responded to Council questions.

Deputy Mayor Furutani moved to waive the three-touch rule regarding Resolution 25-2033/Accepting the Donation of the Public Art Piece *Nature’s Repose* by Artist Melissa Cole, Donated by the Lake Forest Park Garden Tour, to be Installed at Horizon View Park. **Cmbr. Riddle seconded. The motion to waive the three-touch rule carried unanimously.**

Deputy Mayor Furutani moved to approve Resolution 25-2033. **Cmbr. Riddle seconded. The motion to approve Resolution 25-2033 carried unanimously.**

ORDINANCES AND RESOLUTION FOR COUNCIL DISCUSSION

Resolution 25-2031/Authorizing the Mayor to Sign Amendment A to Agreement PC25-96103-014 with the Washington State Department of Commerce for Funding for the SR 104 and 40th Place NE Roundabout Project

Ms. Phillips gave a brief presentation and responded to Council questions.

Deputy Mayor Furutani moved to waive the three-touch rule regarding Resolution 25-2031/Authorizing the Mayor to Sign Amendment A to Agreement PC25-96103-014 with the Washington State Department of Commerce for Funding for the SR 104 and 40th Place NE Roundabout Project. **Vice Chair Goldman seconded. The motion to waive the three-touch rule carried unanimously.**

Deputy Mayor Furutani moved to approve Resolution 25-2031. **Vice Chair Goldman seconded. The motion to approve Resolution 25-2031 carried unanimously.**

Resolution 25-2027/Authorizing the Mayor to Sign Amendment No. 1 to the Professional Services Agreement AG-24-044 with Consor North America, Inc. for Phase 2: 30% Design Services for the Beach Drive Lift Station Project

Ms. Phillips gave a brief presentation and responded to Council questions.

Deputy Mayor Furutani moved to waive the three-touch rule regarding Resolution 25-2027/Authorizing the Mayor to Sign Amendment No. 1 to the Professional Services Agreement AG-24-044 with Consor North America, Inc. for Phase 2: 30% Design Services for the Beach Drive Lift Station Project. **Cmbr. Riddle seconded.**

Mayor French called for a six-minute recess at 8:24 p.m. Council reconvened at 8:30 p.m.

Ms. Keiffer responded to legal questions raised by Councilmembers.

The motion to waive the three-touch rule carried unanimously.

Deputy Mayor Furutani moved to approve Resolution 25-2027/Authorizing the Mayor to Sign Amendment No. 1 to the Professional Services Agreement AG-24-044 with Consor North America, Inc. for Phase 2: 30% Design Services for the Beach Drive Lift Station Project. **Cmbr. Riddle seconded. The motion to approve Resolution 25-2027 carried unanimously.**

COUNCIL DISCUSSION AND ACTION

Deputy Mayor Furutani confirmed there is Council consensus to schedule a Committee of the Whole meeting on Monday, November 24, 2025.

OTHER BUSINESS

Deputy Mayor Furutani moved to approve the Separation and Release Agreement between the City of Lake Forest Park and Christian Hansen, authorizing the City Administrator to execute the Agreement and implement its terms, including a severance payment of \$5,220.75, less applicable withholdings. **Cmbr. Riddle seconded. The motion carried unanimously.**

COUNCILMEMBER/MAYOR/CITY ADMINISTRATOR REPORTS

Councilmembers shared about upcoming events and meetings they attended.

Mayor French gave a brief report.

Administrator Hill gave a brief report.

ADJOURNMENT

There being no further business, Mayor French adjourned the meeting at 8:45 p.m.

Tom French, Mayor

Matt McLean, City Clerk

DRAFT

City of Lake Forest Park
SORTED TRANSACTION CHECK REGISTER
10/23/25

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 Pre-paid Accounts Payable Dated 10/17/2025 CLAIM FUND Check No. 88307 in the amount of \$10,943.47, an Accounts Payable Dated 10/23/25 CLAIM FUND Check Nos. 88308 through 88371 in the amount of \$509,557.23, a 10/8/25 PAYROLL FUND ACH transaction in the amount of \$207,711.29, and a 10/8/25 DIRECT DEPOSIT transaction in the amount of \$211,907.11 are approved for payment this 23rd day of October 2025.

Additional approved transactions are:

- ACH transaction Elavon in the amount of \$1,353.13
- ACH transaction Invoice Cloud in the amount of \$1,275.90
- ACH transaction State of Washington in the amount of \$8,834.59
- ACH transaction State of Washington in the amount of \$1,540.80
- ACH transaction Wex Bank-Chevron in the amount \$338.58

Total approved claim fund transactions: \$953,462.10

City Clerk

Mayor

Finance Committee

Accounts Payable

Computer Check Register

User: sschindele
Printed: 10/17/2025 - 10:01AM
Batch: 00017.10.2025 - AP 10.17.25 B
Bank Account: Operatin



Section 7, ItemD.

Check		Vendor No	Vendor Name	Date	Invoice No	amount
88307	Operatin	CALCOLL	Caliber Holdings Corporation	10/17/2025	2905051822	10,943.47
Check 88307 Total:						10,943.47
Report Total:						10,943.47

Bank Reconciliation

Checks by Date

User: sschindele
Printed: 10/17/2025 - 10:55AM
Bank Accounts: Operatin
System:
Cleared and Not Cleared Checks
Check Date: From 10/23/2025 To 10/23/2025
Print ACH Checks: True



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	10/23/2025	Elavon		AP		1,353.13
0	10/23/2025	Invoice Cloud		AP		1,275.90
0	10/23/2025	State of Washington		AP		8,834.59
0	10/23/2025	State of Washington		AP		1,540.80
0	10/23/2025	Wex Bank - Chevron		AP		338.58
88308	10/23/2025	A Huge Production		AP		862.50
88309	10/23/2025	Amazon Capital Services Inc		AP		65.99
88310	10/23/2025	American Traffic Solutions Inc.		AP		78,809.00
88311	10/23/2025	Christopher Bendiksen		AP		300.00
88312	10/23/2025	Center for Human Services		AP		6,750.00
88313	10/23/2025	Century Link		AP		112.61
88314	10/23/2025	City of Lake Forest Park		AP		839.17
88315	10/23/2025	City of Lynnwood		AP		10,302.00
88316	10/23/2025	City of Shoreline		AP		6,838.25
88317	10/23/2025	Clary Longview, LLC		AP		69,456.22
88318	10/23/2025	Core Contractors Inc		AP		4,973.92
88319	10/23/2025	Corwin of Pasco, LLC		AP		148,953.48
88320	10/23/2025	Curtis Blue Line / LN Curtis & Sons		AP		2,752.81
88321	10/23/2025	Databar		AP		2,207.28
88322	10/23/2025	EASL, Inc		AP		8,000.00
88323	10/23/2025	Financial Consultants International Inc		AP		41,381.64
88324	10/23/2025	Galls, LLC		AP		154.34
88325	10/23/2025	Gordon Thomas Honeywell Gov't. Affa		AP		3,245.00
88326	10/23/2025	Jessica Halterman		AP		239.80
88327	10/23/2025	Susan Heffron		AP		4.63
88328	10/23/2025	Department 32 - 2501271310 Home De		AP		505.34
88329	10/23/2025	IWORQ Systems		AP		16,900.00
88330	10/23/2025	Jet City Printing, Inc.		AP		711.35
88331	10/23/2025	Johnston Group, LLC		AP		3,925.00
88332	10/23/2025	Kaiser Foundation Health Plan of Wash		AP		2,144.00
88333	10/23/2025	KDH Consulting, Inc		AP		215.09
88334	10/23/2025	King County Finance		AP		42.42
88335	10/23/2025	King County Finance		AP		824.00
88336	10/23/2025	King County Finance		AP		364.52
88337	10/23/2025	Komitas LLC		AP		1,147.12
88338	10/23/2025	Legend Data Systems, Inc.		AP		55.15
88339	10/23/2025	LEPS-PSS, PLLC		AP		480.00
88340	10/23/2025	Loomis		AP		498.08
88341	10/23/2025	Madrona Law Group, PLLC		AP		12,504.00
88342	10/23/2025	Shannon Moore		AP		6.79
88343	10/23/2025	Navia Benefit Solutions		AP		300.00
88344	10/23/2025	Office Depot, Inc.		AP		170.01
88345	10/23/2025	PACE Engineers, Inc.		AP		17,189.67
88346	10/23/2025	Pacific Office Automation		AP		540.72

Total Check Count: 69

135

Accounts Payable

Checks by Date - Summary by Check Date

User: sschindele
 Printed: 10/17/2025 10:59 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	LEOFFTR	LEOFF TRUST	10/08/2025	1,550.39
ACH	NAVIA	Navia Benefit Solutions, Inc.	10/08/2025	10,357.70
ACH	NAVIAFSA	Navia - FSA	10/08/2025	62.50
ACH	PFLTRUST	LFP PFL Trust Account	10/08/2025	2,795.54
ACH	TEAMDR	National D.R.I.V.E.	10/08/2025	4.45
ACH	Z401AL	Vantagepoint Transfer Agents-107084 ICM	10/08/2025	1,689.80
ACH	Z457	Vantagepoint Transfer Agents-304508 ICM	10/08/2025	9,184.48
ACH	ZAWC	AWC	10/08/2025	47,466.96
ACH	ZEMPSEC	Employment Security Dept.	10/08/2025	590.83
ACH	ZEMPWACA	Wa.Cares Tax	10/08/2025	1,069.62
ACH	ZGUILD	LFP Employee Guild	10/08/2025	925.00
ACH	ZICMA	Vantagepoint Transfer Agents-107084 ICM	10/08/2025	36,118.34
ACH	ZL&I	Washington State Department of Labor & I	10/08/2025	8,120.71
ACH	ZLEOFF	Law Enforcement Retirement	10/08/2025	15,700.29
ACH	ZLFPIRS	Lake Forest Park/IRS	10/08/2025	41,438.02
ACH	ZPERS	Public Employees Retirement	10/08/2025	20,722.11
ACH	ZTEAM	Teamsters Local Union #117	10/08/2025	305.67
ACH	ZWATWT	Washington Teamsters Welfare Trust	10/08/2025	9,608.88
Total for 10/8/2025:				207,711.29
Report Total (18 checks):				207,711.29

Bank Reconciliation

Section 7, ItemD.

Checks by Date

User: sschindele
Printed: 10/17/2025 - 11:00AM
Bank Accounts: PPOperat
System:
Cleared and Not Cleared Checks
Check Date: From 10/08/2025 To 10/08/2025
Print ACH Checks: True



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	10/8/2025		DD 00508.10.2025	PR		211,907.11
Total Check Count:						1
Total Check Amount:						211,907.11



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	October 23, 2025
Originating Department	Municipal Court
Contact Person	Julie Espinoza, Court Administrator
Title	Resolution 25-2035/Canceling Certain Checks

Legislative History

- First PresentationOctober 23, 2025 Regular Meeting
-

Attachments:

1. Resolution Number 25-2035
-

Executive Summary

Resolution Number 25-2035 proposes canceling unclaimed checks and transferring the associated funds to the State under the Revised Uniform Unclaimed Property Act.

Background

State law allows for the nullification of checks that remain unpresented for payment a year after they have been issued. The City’s Municipal Court issued a "lost check affidavit" letter to each payee, providing an option to request a reissue if their check was lost or misplaced. However, since we haven't received any response from the payees, we recommend the cancellation of these checks.

All funds from these canceled checks will be forwarded to the State of Washington as outlined in Chapter 63.30 RCW, or the “Revised Uniform Unclaimed Property Act,” once they are considered abandoned. Unclaimed property funds need to be submitted to the Washington State Department of Revenue annually by October 31st.

Fiscal & Policy Implications

Transferring the unclaimed funds to the state means the city is not holding onto the money, and it eliminates the need to wait indefinitely for potential claimants. There are two checks with a total value of \$224.

Alternatives

Options	Results
• Approve the resolution	The checks would be canceled and the unclaimed money would be sent to the state
• Not approve the resolution	The unclaimed money would need to be tracked by the city in order to fulfill claims if someone were to claim it.

Staff Recommendation

Approve the Resolution.

RESOLUTION NO. 25-2035

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, CANCELING CERTAIN CHECKS NOT PRESENTED TO THE CITY FOR PAYMENT WITHIN ONE YEAR OF BEING ISSUED AND TURNING OVER SAID CHECKS TO THE STATE PURSUANT TO RCW 39.56.040

WHEREAS, the Court Administrator for the City of Lake Forest Park has advised the City Council that certain checks of the City of Lake Forest Park remain outstanding and have not been presented for payment within one year of being issued; and

WHEREAS, RCW 39.56.040 requires that all checks (other than registered or interest-bearing checks) issued by the City of Lake Forest Park shall be canceled when not presented for payment within one year of being issued; and

WHEREAS, pursuant to Chapter 63.30 RCW, the “Revised uniform unclaimed property act,” all monies deemed abandoned from the canceled checks must be remitted to the State of Washington;

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

Section 1. The following checks of the City of Lake Forest Park’s Municipal Court, of which are neither registered or interest-bearing checks, and based on their issue date are hereby declared, pursuant to RCW 39.56.040, canceled. Said checks shall no longer be recognized as authorization for payment of City monies.

DATE ISSUED	CHECK #	PAYEE	AMOUNT
8/17/2023	2200	JUSTICE OHALL	\$200
2/16/2023	2139	SIMON DEVOS	\$24

Section 2. All monies from the canceled checks will be remitted to the State of Washington pursuant to Chapter 63.30 RCW, the “Revised uniform unclaimed property act”.

Section 3. 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 23rd day of October 2025.

APPROVED:

Thomas French
Mayor

ATTEST/AUTHENTICATED:

Matthew 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	October 23, 2025
Originating Department	Community Development Department
Contact Person	Cory Mattson, Community Programs Planner
Title	Resolution 25-2037/2025-2027 Agreement with the King County Extension Master Gardener Program for Volunteer Stewardship of the Demonstration Garden at Animal Acres Park

Legislative History

- October 23, 2025

Attachments:

- Resolution No 25-2037
- Volunteer Agreement for the King County Extension Master Gardener Program at Animal Acres

Executive Summary

This is an action item authorizing the Mayor to sign the 2025-2027 Agreement with the King County Extension Master Gardener Program for Volunteer Stewardship of the Demonstration Garden at Animal acres Park. Under the Agreement, the Master Gardeners will continue to maintain activities for the Garden at Animal Acres Park, identified in the attached scope of work, including growing produce for POPY’s café and demonstration of shade and pollinator gardens.

Background

The City and WSU King County Extension Master Gardeners started in May of 2014. This has allowed the Master Gardeners to maintain the trellis and drip irrigation system to grow vegetables that are donated to feed those that are in need at POPY’s Café. Along with teaching and mentoring gardeners in the community through the years.

Fiscal & Policy Implications

The King County Master Gardeners have their own budget to maintain the drip irrigation system, the trellis, and supply plantings and seedlings. The City agrees to pay for the water used in the drip

irrigation system. The City will also provide hand tools, tarps and bags when requested for the Master Gardener events related to this Agreement; and will dispose of yard waste and debris collected as part of this Agreement.

Alternatives

Options	Results
• Approve for signature	Maintenance will be kept at the garden area at Animal Acres Park, produce will be grown and donated, community members will benefit from the demonstration garden and education opportunities they provide.
• Do not approve for signature	The garden area at Animal Acres Park will not be maintained or vegetables grown for donations or provide education opportunities.

Staff Recommendation

Approve the 2025-2027 Agreement with the King County Extension Master Gardener Program for Volunteer Stewardship of the Demonstration Garden at Animal Acres Park.

RESOLUTION NO. 25-2037

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN THE 2025-2027 AGREEMENT WITH THE KING COUNTY EXTENSION MASTER GARDENER PROGRAM FOR VOLUNTEER STEWARDSHIP OF THE DEMONSTRATION GARDEN AT ANIMAL ACRES PARK

WHEREAS, parks, trails and open space are valuable amenities to citizens of Lake Forest Park; and

WHEREAS, these amenities improve the quality of life in Lake Forest Park; and

WHEREAS, the City of Lake Forest Park values any opportunity to enhance and preserve these amenities for both citizens of the City and the natural environment; and

WHEREAS, the King County Extension Master Gardener’s have volunteered to steward the demonstration garden at Animal Acres Park and agreed to enhance the garden for the community to enjoy; and

WHEREAS, signing the agreement with the King County Extension Master Gardener Program supports the City's goals to enhance parks, trails and open space for all of its community members; and

WHEREAS, the City Attorney has reviewed and approved the proposed agreement; and

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

Section 1. AUTHORIZATION . The City Council of the City of Lake Forest Park hereby authorizes the Mayor to sign the 2025-2027 Agreement with the King County Extension Master Gardeners for Volunteer Stewardship of the Demonstration Garden at Animal Acres Park in substantially the same form attached as Exhibit A hereto.

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 23rd day of October 2025.

APPROVED:

Tom French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

FILED WITH THE CITY CLERK: October 3, 2025
PASSED BY THE CITY COUNCIL: October 23, 2025
RESOLUTION NO.: 25-2037



ORGANIZATION VOLUNTEER AGREEMENT FOR

Garden at Animal Acres Park

This Organization Volunteer Agreement for Garden at Animal Acres Park (the “Agreement”) is made and entered into between the City of Lake Forest Park, hereinafter called the “City,” and the WSU Extension King County Master Gardener Program, hereinafter called the “Organization.”

The City authorizes the Organization to participate in maintenance activities for the Garden at Animal Acres Park identified in the attached Scope of Work in accordance with the following terms and conditions:

I. The Organization agrees to the following:

1. Conduct activities in a safe manner and comply with any conditions as may be required by the City for the safety of the participants.
2. Assign a leader for the garden who will coordinate with the City to carry out the Scope of Work. The leader shall have a copy of this agreement and the Scope of Work.
3. Participants under eighteen (18) years old, minors, must be accompanied by parent or guardian participating in activities related to the garden.
4. Prior to work being performed, distribute and collect from volunteers the City’s Agreement for Individual Volunteer Services for Volunteers (Adults and Minors) and return to the City within 3 days of work being performed.
5. Coordinate with the City to carry out the Scope of Work during regular business hours. One week notice is required to request materials or tools.
6. Call 911 (Police/Fire Emergency) in the event of any emergency during garden maintenance.
7. Inform participants to not pick up syringes; hypodermic needles; broken glass; exceptionally large, heavy, or unwieldy objects; or any other hazardous items.
8. Submit a work order to the City’s Public Works Department to remove any large or hazardous objects.
9. Provide the City with a roster of individual participants (on City form) monthly with volunteer hours.
10. Report any injuries sustained by participants during garden activities to the City immediately upon notification. Notice will be provided on the Incident/Accident Report Form furnished by the City.
11. Return any furnished materials by the City to the City within three (3) working days of garden maintenance activities.
12. Ensure participants that use hand tools receive a tool safety briefing before work begins.
13. Power tools may be used to maintain the trellis and raised beds identified in this Scope of Work. Power tools may not be used for other activities including maintenance and yard care. Power tools may only be used by adults (age 18 and over) that are competent and experienced with the power tools being used. Protective clothing and equipment will be used in accordance with the power tool manufacturer guidelines. Protective equipment likely includes eye protection, ear protection, gloves, long sleeves, and closed toe footwear. A safety briefing will be provided by the Organization prior to power tool use.
14. Inform participants of their responsibility to wear closed toe shoes, long sleeves, necessary eye protection or safety glasses, and work gloves.
15. None of the group is to be or appear to be under the influence of any drugs or alcohol while performing volunteer service.
16. Have a first aid kit available at the site and at least one person with a valid first aid training present.



ORGANIZATION VOLUNTEER AGREEMENT FOR

Garden at Animal Acres Park

17. The work performed will be limited to the activities identified in the Scope of Work, and the Organization will provide any training needed for participants to perform the Scope of Work.
18. The Scope of Work may not be modified without prior written consent of the City and Organization.

II. The City agrees to the following:

1. Provide materials and equipment necessary for the Organization to perform the activities identified in the Scope of Work.
2. When notified by the Organization, remove large or hazardous objects from the work area, Public Works will do this as time allows.
3. The City will not hold the Organization responsible for inadvertent incidental damage associated with carrying out the Scope of Work.

III. Insurance and Indemnification

The Organization is responsible for directly supervising the activities of all of the individuals in the group who will be performing volunteer work as part of this Agreement. As part of its responsibility for performing services on City property, the Organization agrees to:

1. a. Procure and maintain for the duration of this Agreement valid liability insurance as follows:
Automobile liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate, and the City shall be named as an additional insured under the Organization's Commercial General Liability insurance policy.

Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

- b. Provide proof of valid insurance to the City before work begins.
- c. The Organization's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Organization to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- d. The Organization's insurance policies are to contain, or be endorsed to contain, that they shall be primary insurance as respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Organization's insurance and shall not contribute with it.
- e. If the Organization maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Organization, irrespective of whether such limits maintained by the Organization are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Organization.

2. Defend, indemnify and hold harmless the City and its officials, employees and agents from any damage claim or lawsuit for injury, illness, damage or other loss of any kind to anyone, including members of the Organization, that might arise out of the activities under this Agreement or the actions of any individuals of the Organization under this Agreement, except for injuries or damages caused by the negligence of the City.



ORGANIZATION VOLUNTEER AGREEMENT
FOR

Garden at Animal Acres Park

3. Assumes all risks of property damage, injury, illness or death in any way associated with the Organization’s volunteers’ attendance at or participation in any volunteer work or activities under this Agreement, except for those damages, injuries, illnesses or death resulting from the City’s negligence.

IV. Term and Termination

The term of this agreement shall begin on October 23, 2025 and expires on December 31, 2027. This agreement may be terminated by the City or the Organization on 30-day prior written notice.

V. General Provisions

1. Applicable Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. The venue for any action hereunder shall be in the Superior Court for King County, Washington.
2. Waiver. Failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party.
3. Entire Agreement. This Agreement contains and represents the entire agreement between the parties, and supersedes all prior agreements, representations, understandings or discussions, oral or written, express or implied, with respect to the subject matter hereof. No other agreement, representation, discussion or understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind the parties thereto, or modify this Agreement except pursuant to binding, written amendment as provided above.
4. No Third Party Beneficiaries: There are no third party beneficiaries to this Agreement, and this Agreement shall not impart any rights enforceable by any person or entity that is not a party hereto.
5. Independent Capacity. The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.
6. Severability. If any provision of this Agreement is held to be invalid or unenforceable for any reason, the remaining provisions will continue in full force without being impaired or invalidated in any way. The City and the Organization agree to replace any invalid provision with a valid provision that most closely approximates the intent and economic effect of the invalid provision.

City of Lake Forest Park

WSU on behalf of the King County Extension
Master Gardener Program

Tom French, Mayor

Date _____

Date _____



**ORGANIZATION VOLUNTEER AGREEMENT
FOR**

Garden at Animal Acres Park

Approved- Kim Adams Pratt, City Attorney

Date _____



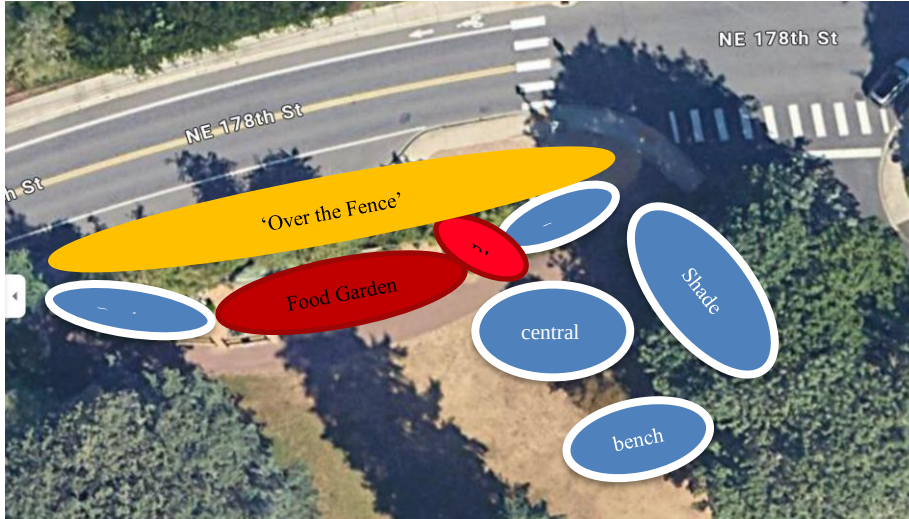
ORGANIZATION VOLUNTEER AGREEMENT FOR

Garden at Animal Acres Park

2025-2027 Scope of Work for King County Extension Master Gardener Program

Project Description

The Organization will maintain and replant the ten raised beds and six landscaped/designated pollinator gardens of the Garden area, currently located at Animal Acres Park: 17435 Brookside Blvd NE, Lake Forest Park, WA 98155.



To do this, the Organization will:

- Continue to reestablish the compost bin for composting yard waste.
- Produced compost will be used in the raised beds and adjacent planting areas.
- Maintain the landscaped areas adjacent to the beds. Trees and other large plants will not be planted without prior written approval from the City.
- Rebuild the raised beds when needed, using materials that can tolerate long-term contact with soil and moist conditions. Cedar or equal lumber is required. Galvanized hardware is required.
- Maintain the trellis using commonly accepted building principles. Cedar or equal lumber is required. Galvanized hardware is required.
- Amend the soil in the raised beds and adjacent planting areas as needed.
- Remove weeds, prune vegetation and water plants as needed.
- Trash and Yard Debris will be collected and placed in an agreed upon location between the City and the Organization for disposal by the City.
- With one week notice by the Organization, the City will provide hand tools, tarps and bags as needed to perform this work.
- The Organization will maintain the irrigation system for the raised beds and adjacent landscaped areas. The City will ensure that a backflow device is working properly between the irrigation system and the water main. The irrigation system schedule will be on an automatic valve timer that does not water the area more than twice a day for 45 minutes or less each water session. The Organization will maintain the proposed irrigation system for the duration of the agreement. The City may adjust the automatic valve timer at its discretion with prior written notice to the



ORGANIZATION VOLUNTEER AGREEMENT FOR

Garden at Animal Acres Park

Organization. The City reserves the right to turn off, remove and/or repair the irrigation system at its discretion with notice to the Organization.

Volunteer Recruitment

The parties acknowledge that the Organization also recruits volunteers from the ongoing park volunteer project with partnering Lake Forest Park organizations and partners.

Planned Hours to work/Schedule for year

Organization events associated with this work will occur on two Saturday mornings and at least two weekdays each month during the spring, summer and fall. If additional work is needed the schedule will be adjusted accordingly.

Organization Project Contact:

Extension Master Gardener Program
King.mg@wsu.edu
425-738-0109

The Extension Master Gardener Program will designate a lead contact, whose name will be made available to the garden leadership and the City. This designated person will coordinate all gardener volunteer efforts with the City, keep track of volunteer hours, and submit any necessary paperwork and recordkeeping for the City.



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	October 23, 2025
Originating Department	Community Development Department
Contact Person	Cory Mattson, Community Programs Planner
Title	Resolution 25-2036/Authorizing the Mayor to Sign the Agreement Between Washington State Recreation and Conservation Office and the City of Lake Forest Park for Development Funding for the Future Lakefront Park Property

Legislative History

- Prior Related Action – adoption of Resolution 1757, December 12, 2019 (MOU with Forterra); adoption of Resolution 1816, November 4, 2021(interfund loan for purchase); and adoption of Resolution 1820, November 4, 2021(purchase and sale agreement with Forterra)
 - Prior Related Action – August 11, 2022, City Council Work Session CIP Discussion
 - Prior Related Action – November 17, 2022, City Council Special Meeting Budget Approval
 - Prior Related Action – June 22, 2023, Authorizing the Mayor to Sign the Consultant Services Agreement with DCG-Watershed for the Lakefront Improvements, Design, Engineering, Environmental Review, and Permitting Project
 - Prior Related Action – November 9, 2023, Authorizing the Mayor to Sign Amendment No. 1 to the Professional Services Agreement with DCG-Watershed for Lakefront Improvements Design, Engineering, Environmental Review, and Permitting Project
 - Prior Related Action – March 28, 2024, Adopting the Lakefront Park Preferred Concept Design Plan
 - Prior Related Action – June 27, 2024, Authorizing the Mayor to Sign an Agreement for Consultant Services with Facet for the Phase 2 Lakefront Improvements for Design, Engineering, Environmental, and Permitting Project
-

Attachments:

1. Resolution 25-2036/Authorizing the Mayor to Sign the Agreement Between Washington State Recreation and Conservation Office and the City of Lake Forest Park for Development Funding for the Future Lake Front Park Property

2. Recreation and Conservation Office (RCO) Grant Agreement

Executive Summary

The City of Lake Forest Park acquired 1.91 acres of lakefront property on November 30, 2021 located at 17345 & 17347 Beach Dr. NE (KC Parcel Nos. 4030100040 and 4030100035), for future use as a public city park and open space with recreation elements and access to the water. Since then, the City has continued design, engineering, environmental review, and is currently working through permitting for the adopted Lakefront Park preferred concept and schematic design, that has included community input throughout the process. Washington State Recreation and Conservation Office (RCO) awarded two grants to the City of Lake Forest Park through Washington Wildlife and Recreation Program - Water Access and Aquatic Lands Enhancement Act for development of the Lakefront Park Project in the amount of \$1,040,000.00, with a focus of water restoration and recreation enhancements. The purpose of this agenda item is to authorize the Mayor to sign the Agreement between RCO and the City for reimbursement funds of the Lakefront Park Property development. This will be the second funding received of several different funding partners to fill the gap in construction cost.

Background

Active Park Elements and Master Planning Process/PROS-T Plan

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 lots facilitates these goals and provides indoor and outdoor community gathering areas. In April 2023, City staff solicited for 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.

In June 2024, the City of Lake Forest Park retained Facet NW (formerly DCG-Watershed) and its teaming partners—Johnston Architects; Transportation Solutions, Inc.; ASM Cultural Resource Consultants; APS Survey and Mapping; DCW Cost Management; Elcon Electrical Engineering; and, HWA GeoSciences—referred to collectively as “the design team,” in the multidisciplinary effort to develop a public lakefront from predesign through concept design, design development, construction documentation and permitting, and construction administration.

The project, known formally as “Lakefront Improvements Design, Engineering, Environmental, and Permitting,” encompasses three lakefront parcels in Lake Forest Park, including two former residential properties at 17345 and 17347 Beach Dr NE (parcels 4030100035, 0040) and an existing public preserve called Lyon Creek Waterfront Preserve. The project is intended to improve public waterfront access by providing a place for passive recreation and gathering activities.

Fiscal & Policy Implications

The City plans to continue Lakefront improvements design, engineering, environmental and permitting of the park project, foreseeing going to bid for construction early 2026. These funds would start to fill the gap to complete the park project development.

Alternatives

Options	Results
Authorize the Mayor to sign the agreement	The Mayor will sign the agreement with Washington State RCO for reimbursement funds for the Lakefront Park Property Development
Do not authorize the Mayor to sign the agreement	The Mayor will not sign the agreement with Washington State RCO and other funding will need to be sought after to complete the development funding gap

Staff Recommendation

Authorize the Mayor to sign the agreement with Washington State Recreation and Conservation Office and the City of Lake Forest Park for the Lakefront Park Property development funding.

RESOLUTION NO. 25-2036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT BETWEEN WASHINGTON STATE RECREATION AND CONSERVATION OFFICE AND THE CITY OF LAKE FOREST PARK FOR DEVELOPMENT FUNDING FOR THE FUTURE LAKEFRONT PARK PROPERTY

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 November 30, 2021 located at 17345 & 17347 Beach Dr. NE (KC Parcel No. 4030100040 and 4030100035) for future use as a public park and open space with recreation elements, access to the water, indoor and outdoor community gathering spaces, with expansion and enhancements of the Lyon Creek Waterfront Preserve ("Lakefront Property"); and

WHEREAS, Washington State Recreation and Conservation Office awarded two grants to the City of Lake Forest Park through Washington Wildlife and Recreation Program - Water Access and Aquatic Lands Enhancement Act in the amount of \$1,040,000.00, to be used for development and construction reimbursement of the Lakefront Park Property, the grant agreement provides the terms of the grant award; and

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

Section 1. AUTHORIZATION . The City Council of the City of Lake Forest Park hereby authorizes the Mayor to sign the agreement between Washington State Recreation and Conservation Office and Lake Forest Park for development funding of the Lake Front Park Project attached hereto as Exhibit A.

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 23rd day of October 2025.

APPROVED:

Tom French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean

FILED WITH THE CITY CLERK: October 17, 2025
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.: 25-2036

Project Sponsor: City of Lake Forest Park
Project Title: Lakefront Park Development

Project Number: 24-1934D
Approval Date: 06/24/2025

PARTIES OF THE AGREEMENT

This Recreation and Conservation Office Grant Agreement (Agreement) is entered into between the State of Washington by and through the Recreation and Conservation Funding Board (RCFB or funding board) and the Recreation and Conservation Office (RCO), P.O. Box 40917, Olympia, Washington 98504-0917 and City of Lake Forest Park (Sponsor, and primary Sponsor), 17425 Ballinger Way NE, Lake Forest Park, WA 98155, and shall be binding on the agents and all persons acting by or through the parties.

All Sponsors are equally and independently subject to all the conditions of this Agreement except those conditions that expressly apply only to the primary Sponsor.

Prior to and during the Period of Performance, per the Applicant Resolution/Authorizations submitted by all Sponsors (and on file with the RCO), the identified Authorized Representative(s)/Agent(s) have full authority to legally bind the Sponsor(s) regarding all matters related to the project identified above, including but not limited to, full authority to: (1) sign a grant application for grant assistance, (2) enter into this Agreement on behalf of the Sponsor(s), including indemnification, as provided therein, (3) enter any amendments thereto on behalf of Sponsor(s), and (4) make any decisions and submissions required with respect to the project. Agreements and amendments must be signed by the Authorized Representative/Agent(s) of all Sponsors, unless otherwise allowed in the AMENDMENTS TO AGREEMENT Section.

- A. During the Period of Performance, in order for a Sponsor to change its Authorized Representative/Agent as identified on the original signed Applicant Resolution/Authorization the Sponsor must provide the RCO a new Applicant Resolution/Authorization signed by its governing body or a written delegation of authority to sign in lieu of originally authorized Representative/Agency(s). Unless a new Applicant Resolution/Authorization has been provided, the RCO shall proceed on the basis that the person who is listed as the Authorized Representative in the last Resolution/Authorization that RCO has received is the person with authority to bind the Sponsor to the Agreement (including any amendments thereto) and decisions related to implementation of the Agreement.
- B. Amendments After the Period of Performance. RCO reserves the right to request and Sponsor has the obligation to provide, authorizations and documents that demonstrate any signatory to an amendment has the authority to legally bind the Sponsor as described in the above Sections.

For the purposes of this Agreement, as well as for grant management purposes with RCO, only the primary Sponsor may act as a fiscal agent to obtain reimbursements (See PROJECT REIMBURSEMENTS Section).

PURPOSE OF AGREEMENT

This Agreement sets out the terms and conditions by which a grant is made from the Outdoor Recreation Account and State Building Construction Account of the State of Washington. The grant is administered by the Recreation and Conservation Office (RCO).

DESCRIPTION OF PROJECT

The City of Lake Forest Park will use this grant to develop the Lakefront Park property acquired with RCO funds in 2021 into a new community park on Lake Washington. The project will also renovate and connect the adjacent Lyon Creek Waterfront Preserve into one cohesive park. The project will restore a natural beach for swimming and hand launch boating, build a floating dock, and construct a restroom/bathhouse, picnic shelter, play area, paths, accessible parking, and a public gathering/viewing deck and plaza. The project will also renovate Lyon Creek Waterfront Preserve to enhance the salmon-bearing stream and install viewing platforms and interpretive signage. The primary recreation opportunities provided by this project are swimming, nonmotorized boating, and passive enjoyment of the lake and stream.

PERIOD OF PERFORMANCE

The period of performance begins on August 1, 2025 (project start date) and ends on September 30, 2027 (project end date). No allowable cost incurred before or after this period is eligible for reimbursement unless specifically provided for by written amendment or addendum to this Agreement, or specifically provided for by applicable RCWs, WACs, and any applicable RCO manuals as of the effective date of this Agreement.

The RCO reserves the right to summarily dismiss any request to amend this Agreement if not made at least 60 days before the project end date.

STANDARD TERMS AND CONDITIONS INCORPORATED

Section 8, ItemA.

The Standard Terms and Conditions of the Recreation and Conservation Office attached hereto are incorporated by reference as part of this Agreement.

LONG-TERM OBLIGATIONS

For this development project, the Sponsor's long-term obligations for the project area shall be in perpetuity, beginning at project completion, unless otherwise identified in the Agreement or as approved by the funding board or RCO.

PROJECT FUNDING

The total grant award provided for this project shall not exceed \$1,040,000.00. The RCO shall not pay any amount beyond that approved for grant funding of the project and within the percentage as identified below. The Sponsor shall be responsible for all total project costs that exceed this amount. The minimum matching share provided by the Sponsor shall be as indicated below:

	Percentage	Dollar Amount	Source of Funding
RCFB - WWRP - Water Access	6.50%	\$540,000.00	State
RCFB - Aquatic Lands Enhancement Acct	6.02%	\$500,000.00	State
Project Sponsor	87.48%	\$7,267,094.00	
Total Project Cost	100.00%	\$8,307,094.00	

At the direction of the legislature and RCO best practices, sponsors must utilize the project funds in a timely and efficient manner in accordance with the project milestones set forth in this Agreement. Projects not aptly progressing towards completion may have funding rescinded.

RIGHTS AND OBLIGATIONS INTERPRETED IN LIGHT OF RELATED DOCUMENTS

All rights and obligations of the parties under this Agreement are further specified in and shall be interpreted in light of the Sponsor's application and the project summary and eligible scope activities under which the Agreement has been approved and/or amended as well as documents produced in the course of administering the Agreement, including the eligible scope activities, the milestones report, progress reports, and the final report. Provided, to the extent that information contained in such documents is irreconcilably in conflict with the Agreement, such information shall not be used to vary the terms of the Agreement, unless the terms in the Agreement are shown to be subject to an unintended error or omission. "Agreement" as used here and elsewhere in this document, unless otherwise specifically stated, has the meaning set forth in the definitions of the Standard Terms and Conditions.

AMENDMENTS TO AGREEMENT

Except as provided herein, no amendment (including without limitation, deletions) of this Agreement will be effective unless set forth in writing signed by all parties. Exception: extensions of the Period of Performance and minor scope adjustments need only be signed by RCO's director or designee and consented to in writing (including email) by the Sponsor's Authorized Representative/Agent or Sponsor's designated point of contact for the implementation of the Agreement (who may be a person other than the Authorized Agent/Representative), unless otherwise provided for in an amendment. This exception does not apply to a federal government Sponsor or a Sponsor that requests and enters into a formal amendment for extensions or minor scope adjustments.

It is the responsibility of a Sponsor to ensure that any person who signs an amendment on its behalf is duly authorized to do so.

Unless otherwise expressly stated in an amendment, any amendment to this Agreement shall be deemed to include all current federal, state, and local government laws and rules, and policies applicable and active and published in the applicable RCO manuals or on the RCO website in effect as of the effective date of the amendment, without limitation to the subject matter of the amendment. Provided, any update in law, rule, policy or a manual that is incorporated as a result of an amendment shall apply only prospectively and shall not require that an act previously done in compliance with existing requirements be redone. However, any such amendment, unless expressly stated, shall not extend or reduce the long-term obligation term.

COMPLIANCE WITH APPLICABLE STATUTES, RULES, AND POLICIES

This Agreement is governed by, and the sponsor shall comply with, all applicable state and federal laws and regulations, applicable RCO manuals as identified below, Exhibits, and any applicable federal program and accounting rules effective as of the date of this Agreement or as of the effective date of an amendment, unless otherwise provided in the amendment. Provided, any update in law, rule, policy or a manual that is incorporated as a result of an amendment shall apply only prospectively and shall not require that an act previously done in compliance with existing requirements be redone unless otherwise expressly stated in the amendment.

For the purpose of this Agreement, WAC Title 286, RCFB policies shall apply as terms of this Agreement.

For the purpose of this Agreement, the following RCO manuals are deemed applicable and shall apply as terms of this Agreement:

- Aquatic Lands Enhancement Account (ALEA) - Manual 21
- Development Projects - Manual 4
- Long Term Obligations - Manual 7
- Reimbursements - Manual 8
- WWRP - Recreation Programs - Manual 10a

SPECIAL CONDITIONS

None

SPECIAL CONDITIONS - CULTURAL RESOURCES

CONDITION APPLIES TO THE FOLLOWING AREA(S): Lakefront Property

State - RCO Lead: Survey required: This agreement requires compliance with Executive Order 21-02. RCO has completed initial consultation for this project and a cultural resources survey is required. The cultural resources survey must include documentation of any above or below ground archaeological resources as well as any possible historic structures or buildings in the project area. This includes Historic Property Inventory forms for all buildings and structures over 45 years of age. The Sponsor must submit the results of the cultural resources survey to RCO and receive a notice of cultural resources completion. Project actions started without approval will be considered a breach of contract. If archaeological or historic materials are discovered while conducting project activities, work in the immediate vicinity must stop and the Sponsor must ensure compliance with the provisions found in this agreement. All cultural resources work must meet reporting guidelines outlined by the Department of Archaeology and Historic Preservation.

AGREEMENT CONTACTS

The parties will provide all written communications and notices under this Agreement to either or both the mail address and/or the email address listed below:

Sponsor Project Contact

Cory Roche
Comm. & Envir. Service Coord.
17425 Ballinger Way NE
Lake Forest Park, WA 98155
croche@cityofflp.gov

RCO Contact

Hayley Dalgetty
Senior Outdoor Grants Manager
PO Box 40917
Olympia, WA 98504-0917
hayley.dalgetty@rcow.wa.gov

These addresses and contacts shall be effective until receipt by one party from the other of a written notice of any change. Unless otherwise provided for in this Agreement, decisions relating to the Agreement must be made by the Authorized Representative/Agent, who may or may not be the Project Contact for purposes of notices and communications.

ENTIRE AGREEMENT

This Agreement, with all amendments and attachments, constitutes the entire Agreement of the parties. No other understandings, oral or otherwise, regarding this Agreement shall exist or bind any of the parties.

EFFECTIVE DATE

Unless otherwise provided for in this Agreement, this Agreement, for Project 24-1934, shall become effective and binding on the date signed by both the sponsor and the RCO's authorized representative, whichever is later (Effective Date). Reimbursements for eligible and allowable costs incurred within the period of performance identified in the PERIOD OF PERFORMANCE Section are allowed only when this Agreement is fully executed and an original is received by RCO.

The Sponsor has read, fully understands, and agrees to be bound by all terms and conditions as set forth in this Agreement and the STANDARD TERMS AND CONDITIONS OF THE RCO GRANT AGREEMENT. The signatories listed below represent and warrant their authority to bind the parties to this Agreement.

By: _____

Date: _____

Name (printed): _____

Title: _____

State of Washington Recreation and Conservation Office
On behalf of the Recreation and Conservation Funding Board (RCFB or funding board)

By: _____

Date: _____

FOR Megan Duffy
Director
Recreation and Conservation Office

Pre-approved as to form:

By: _____

Date: 01/31/2025

Assistant Attorney General

Project Sponsor: City of Lake Forest Park
Project Title: Lakefront Park Development

Project Number: 24-1934D
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Eligible Scope Activities

ELIGIBLE SCOPE ACTIVITIES

Development Metrics

Worksite #1, Lakefront Property

Buildings and Structures

Construct / install restroom

Number of restrooms:

0 new, 1 renovated

Select the restroom type :

Restroom

General Site Improvements

Construct picnic shelter

Number of group picnic shelters:

0 new, 1 renovated

Develop circulation paths or access routes

Enter length of circulation paths and routes by surface type:

Boardwalk

60

Concrete

755

Crushed rock

360

Lighting provided (yes/no):

Yes

Develop viewpoint

Number of designated viewpoints:

4 new, 1 renovated

Viewing platforms in Lyon Creek Waterfront Preserve

Select the viewpoint structures:

Benches/seating, Viewing platform

Install fencing/barriers

Install general site structures

Select one or more of the sheltered structures included in the project:

None

Select one or more of the surface structures included in the project:

Other, Plazas, Retaining wall, Seating wall
Play area; public gathering/viewing deck on community center

Install signs/kiosk

Number of kiosks:

1 new, 0 renovated

Number of interpretive signs/displays:

3 new, 0 renovated

Number of permanent entrance signs:

0 new, 1 renovated

Project involves installation of informational signs (yes/no):

Yes

Install site furnishings

Select the site furniture / amenities :

Benches, Bike racks, Picnic tables,
Recycling/Trash receptacles

Landscaping improvements

Acres of landscaped area :

1.15

Select the landscape features:

Boulders, Drainage, Grass/turf, Groundcover,
Irrigation, Native vegetation, Planters,
Trees/shrubs

Parking and Roads

Parking development

Number of vehicle parking stalls:

11 new, 0 renovated

Number of vehicle with trailer parking stalls:	0 new, 0 renovated
Number of accessible parking stalls:	
Vehicle	5
Select the parking surfaces :	Asphalt
Select the parking enhancements:	Bio-swale, Catch basins, Curbs, Entry gate, Staging area, Striping, Wheel stops

Site Preparation

General site preparation

Utilities

Install power utilities	
Select the power utilities:	General service connection
Install sewage system	
Select the sewer utilities:	Sewer connection, Sewer line
Install stormwater system	
Select the stormwater utilities:	Bio filtration swale, Catch basins, Stormwater line
Install water system	
Select the water utilities:	Water line, Water meter, Water service connection

Water Access

Develop beach	
Linear feet of beach :	138
Select the type of beach:	Natural
Develop hand launch facilities	
Number of hand launches:	1 new, 0 renovated
Select the type of hand launch facility:	Dock, Float

Cultural Resources

Cultural resources

Permits

Obtain permits

Architectural & Engineering

Architectural & Engineering (A&E)

Project Sponsor: City of Lake Forest Park
Project Title: Lakefront Park Development

Project Number: 24-1934D
Approval Date: 06/24/2025

Project Milestones

PROJECT MILESTONE REPORT

Complete	Milestone	Target Date	Comments/Description
X	Project Start	08/01/2025	
	60% Plans to RCO	09/30/2025	
	Cultural Resources Study	10/31/2025	Cultural Resources Survey Report Required. Includes recording arch. sites and built environment (houses, structures, parks, sports fields) over 45 years old in APE on Site/Isolate Forms or HPI Forms. See CR Special Condition for details.
	Cultural Resources Study	10/31/2025	Historic Property Inventory forms for all buildings and structures over 45 years of age should be completed on WISAARD and also added to the report.
	Other	12/31/2025	Receive USACE permit
	Progress Report Due	12/31/2025	
	Cultural Resources Complete	01/31/2026	Cultural Resources work is complete when either an IDP has been provided by the CR Unit and signed by the Sponsor, or the final Monitoring Report has been submitted and accepted by DAHP (if applicable).
	Other	02/15/2026	RCO approved public access waiver through 3/31/26 (acquisition grant 20-1862). Submit request to extend public access waiver until construction begins, and for temporary closure of property during construction.
	All Bid Docs/Plans to RCO	02/28/2026	
	RCO Notice to Proceed	03/15/2026	Receive Notice to Proceed from RCO prior to any ground disturbance.
	Bid Awarded/Contractor Hired	03/31/2026	
	Construction Started	06/01/2026	
	Progress Report Due	06/30/2026	
	Annual Project Billing Due	07/31/2026	
	50% Construction Complete	12/01/2026	
	RCO Interim Inspection	12/01/2026	
	Progress Report Due	12/31/2026	
	90% Construction Complete	03/01/2027	
	Construction Complete	05/01/2027	
	Funding Acknowl Sign Posted	06/01/2027	
	Progress Report Due	06/30/2027	
	RCO Final Inspection	07/01/2027	
	Final Billing Due	08/01/2027	
	Final Report Due	08/05/2027	
	Agreement End Date	09/30/2027	

Project Sponsor: City of Lake Forest Park
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Project Number: 24-1934D
Approval Date: 06/24/2025

Standard Terms and Conditions of the Recreation and Conservation Office

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STANDARD TERMS AND CONDITIONS EFFECTIVE DATE

This document sets forth the Standard Terms and Conditions of the Recreation and Conservation Office as of 07/08/2025.

CITATIONS, HEADINGS AND DEFINITIONS

- A. Any citations referencing specific documents refer to the current version on the effective date of this Agreement or the effective date of any amendment thereto.
- B. Headings used in this Agreement are for reference purposes only and shall not be considered a substantive part of this Agreement.
- C. Definitions. As used throughout this Agreement, the following terms shall have the meaning set forth below:

Agreement, terms of the Agreement, or project agreement – The document entitled “RCO GRANT AGREEMENT” accepted by all parties to the present project and transaction, including without limitation the Standard Terms and Conditions of the RCO Grant Agreement, all exhibits, attachments, addendums, amendments, and applicable manuals, and any intergovernmental agreements, and/or other documents that are incorporated into the Agreement subject to any limitations on their effect under this Agreement.

applicable manual(s), manual – A manual designated in this Agreement to apply as terms of this Agreement, subject (if applicable) to substitution of the “RCO director” for the term “board” in those manuals where the project is not approved by or funded by the referenced board, or a predecessor to the board.

applicable WAC(s) – Designated chapters or provisions of the Washington Administrative Code that apply by their terms to the type of grant in question or are deemed under this Agreement to apply as terms of the Agreement, subject to substitution of the “RCO director” for the term “board” or “agency” in those cases where the RCO has contracted to or been delegated to administer the grant program in question.

applicant – Any party, prior to becoming a Sponsor, who meets the qualifying standards/eligibility requirements for the grant application or request for funds in question.

application – The documents and other materials that an applicant submits to the RCO to support the applicant's request for grant funds; this includes materials required for the “Application” in the RCO's automated project information system, and other documents as noted on the application checklist including but not limited to legal opinions, maps, plans, evaluation presentations and scripts.

Authorized Representative/Agent – A Sponsor's agent (employee, political appointee, elected person, etc.) authorized to be the signatory of this Agreement and any amendments requiring a Sponsor's signature. This person has the signature authority to bind the Sponsor to this Agreement, grant, and project.

C.F.R. – Code of Federal Regulations

completed project or project completion – The status of a project when all of the following have occurred:

- The grant funded project has been inspected by the RCO and the RCO has determined that all scopes of work to implement the project have been completed satisfactorily.
- A final project report is submitted to and accepted by RCO.
- Any needed amendments to the Agreement have been entered by the Sponsor and RCO and have been delivered to the RCO.
- A final reimbursement request has been delivered to and paid by RCO.
- Documents affecting property rights (including RCO's as may apply) and any applicable notice of grant, have been recorded (as may apply).

contractor – An entity that receives a contract from a Sponsor related to performance of work or another obligation under this Agreement.

conversion – A conversion occurs 1) when facilities acquired, developed, renovated or restored within the project area are changed to a use other than that for which funds were approved, without obtaining prior written formal RCO or board approval, 2) when property interests are conveyed to a third party not otherwise eligible to receive grants in the program from which funding was approved without obtaining prior written formal RCO or board approval, or 3) when obligations to operate and maintain the funded property are not complied with after reasonable opportunity to cure.

Cultural Resources – Archaeological or historic archaeological sites, historic buildings/structures, and cultural sacred places.

development project – A project that results in the construction of, or work resulting in, new elements, including but not limited to structures, facilities, and/or materials to enhance outdoor recreation resources. A development project may also involve activities that redevelop or renovate an existing facility, and these may occur exclusively in the project or in combination with new construction. For projects in the Boating Facilities Program, the term “development project” includes all of the above and may also include those activities that are defined as maintenance in 50 C.F.R. 86.

director – The chief executive officer of the Recreation and Conservation Office or that person’s designee.

effective date – The date when the signatures of all parties to this agreement are present in the agreement.

equipment – Tangible personal property (including information technology systems) having a useful service life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the Sponsor or \$5,000 (2 C.F.R. Part 200 (as updated)).

funding board or board – The Washington State Recreation and Conservation Funding Board, or the Washington State Salmon Recovery Funding Board. Or both as may apply.

Funding Entity – the entity that approves the project that is the subject to this Agreement.

grant program – The source of the grant funds received. May be an account in the state treasury, or a grant category within a larger grant program, or a federal source.

long-term compliance period – The term of years, beginning on the end date of the agreement, when long-term obligations exist for the Sponsor. The start date and end date of the compliance period may also be prescribed by RCO per the Agreement.

long-term obligations – Sponsor’s obligations after the project end date, as specified in the Agreement and manuals and other exhibits as may apply.

landowner agreement – An agreement that is required between a Sponsor and landowner for projects located on land not owned, or otherwise controlled, by the Sponsor.

match or matching share – The portion of the total project cost provided by the Sponsor.

milestone – An important event with a defined date to track an activity related to implementation of a funded project and monitor significant stages of project accomplishment.

Office – Means the Recreation and Conservation Office or RCO.

pass-through entity – A non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program (2 CFR 200 (as updated)). If this Agreement is a federal subaward, RCO is the pass-through entity.

period of performance – The period beginning on the project start date and ending on the project end date.

pre-agreement cost – A project cost incurred before the period of performance.

primary Sponsor – The Sponsor who is not a secondary Sponsor and who is specifically identified in the Agreement as the entity to which RCO grants funds to and authorizes and requires to administer the grant. Administration includes but is not limited to acting as the fiscal agent for the grant (e.g. requesting and accepting reimbursements, submitting reports). Primary Sponsor includes its officers, employees, agents and successors.

project – The undertaking that is funded by this Agreement either in whole or in part with funds administered by RCO.

project area - A geographic area that delineates a grant assisted site which is subject to project agreement requirements.

project completion or completed project – The status of a project when all of the following have occurred:

- The grant funded project has been inspected by the RCO and the RCO has determined that all scopes of work to implement the project have been completed satisfactorily.
- A final project report is submitted to and accepted by RCO.
- Any needed amendments to the Agreement have been entered by the Sponsor and RCO and have been delivered to the RCO.
- A final reimbursement request has been delivered to and paid by RCO.

- Documents affecting property rights (including RCO's as may apply) and any applicable notice of been recorded (as may apply).

project cost – The total allowable costs incurred under this Agreement and all required match share and voluntary committed matching share, including third-party contributions (see also 2 C.F.R. Part 200 (as updated)) for federally funded projects).

project end date – The specific date identified in the Agreement on which the period of performance ends, as may be changed by amendment. This date is not the end date for any long-term obligations.

project start date – The specific date identified in the Agreement on which the period of performance starts.

RCFB – Recreation and Conservation Funding Board

RCO – Recreation and Conservation Office – The state agency that administers the grant that is the subject of this Agreement. RCO includes the director and staff.

RCW – Revised Code of Washington

reimbursement – RCO's payment of funds from eligible and allowable costs that have already been paid by the Sponsor per the terms of the Agreement.

renovation project – A project intended to improve an existing site or structure in order to increase its useful service life beyond current expectations or functions. This does not include maintenance activities to maintain the facility for its originally expected useful service life.

secondary Sponsor – One of two or more Sponsors who is not a primary Sponsor. Only the primary Sponsor may be the fiscal agent for the project.

Sponsor – A Sponsor is an organization that is listed in and has signed this Agreement.

Sponsor Authorized Representative/Agent – A Sponsor's agent (employee, political appointee, elected person, etc.) authorized to be the signatory of this Agreement and any amendments requiring a Sponsor signature. This person has the signature authority to bind the Sponsor to this Agreement, grant, and project.

subaward – Funds allocated to the RCO from another organization, for which RCO makes available to or assigns to another organization via this Agreement. Also, a subaward may be an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of any award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal or other program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract. Also see 2 C.F.R. Part 200 (as updated). For federal subawards, a subaward is for the purpose of carrying out a portion of a Federal award and creates a federal assistance relationship with the subrecipient (2 C.F.R. Part 200 (as updated)). If this Agreement is a federal subaward, the subaward amount is the grant program amount in the Project Funding Section.

subrecipient – Subrecipient means an entity that receives a subaward. For non-federal entities receiving federal funds, a subrecipient is an entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency (2 C.F.R. Part 200 (as updated)). If this Agreement is a federal subaward, the Sponsor is the subrecipient.

tribal consultation – Outreach, and consultation with one or more federally recognized tribes (or a partnership or coalition or consortium of such tribes, or a private tribal enterprise) whose rights will or may be significantly affected by the proposed project. This includes sharing with potentially-affected tribes the scope of work in the grant and potential impacts to natural areas, natural resources, and the built environment by the project. It also includes responding to any tribal request from such tribes and considering tribal recommendations for project implementation which may include not proceeding with parts of the project, altering the project concept and design, or relocating the project or not implementing the project, all of which RCO shall have the final approval of.

useful service life – Period during which a built asset, equipment, or fixture is expected to be useable for the purpose it was acquired, installed, developed, and/or renovated, or restored per this Agreement.

WAC – Washington Administrative Code.

PERFORMANCE BY THE SPONSOR

The Sponsor shall undertake the project as described in this Agreement, and in accordance with the Sponsor's proposed goals and objectives described in the application or documents submitted with the application, all as finally approved by the RCO (to include any RCO approved changes or amendments thereto). All submitted documents are incorporated by this reference as if fully set forth herein.

Timely completion of the project and submission of required documents, including progress and final reports, is important. Failure to meet critical milestones or complete the project, as set out in this Agreement, is a material breach of the Agreement.

ASSIGNMENT

Neither this Agreement, nor any claim arising under this Agreement, shall be transferred or assigned by the Sponsor without prior written approval of the RCO. Sponsor shall not sell, give, or otherwise assign to another party any property right, or alter a conveyance (see below) for the project area acquired with this grant without prior approval of the RCO.

RESPONSIBILITY FOR PROJECT

Although RCO administers the grant that is the subject of this Agreement, the project itself remains the sole responsibility of the Sponsor. The RCO and Funding Entity (if different from the RCO) undertakes no responsibilities to the Sponsor, or to any third party, other than as is expressly set out in this Agreement.

The responsibility for the implementation of the project is solely that of the Sponsor, as is the responsibility for any claim or suit of any nature by any third party related in any way to the project. When a project has more than one Sponsor, any and all Sponsors are equally responsible for the project and all post-completion stewardship responsibilities and long-term obligations unless otherwise stated in this Agreement.

The RCO, its employees, assigns, consultants and contractors, and members of any funding board or advisory committee or other RCO grant review individual or body, have no responsibility for reviewing, approving, overseeing or supervising design, construction, or safety of the project and leaves such review, approval, oversight and supervision exclusively to the Sponsor and others with expertise or authority. In this respect, the RCO, its employees, assigns, consultants and contractors, and any funding board or advisory committee or other RCO grant review individual or body will act only to confirm at a general, lay person, and nontechnical level, solely for the purpose of project eligibility and payment and not for safety or suitability, that the project apparently is proceeding or has been completed as per the Agreement.

INDEMNIFICATION

The Sponsor shall defend, indemnify, and hold the State and its officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the actual or alleged acts, errors, omissions or negligence in connection with this Agreement (including without limitation all work or activities thereunder), or the breach of any obligation under this Agreement by the Sponsor or the Sponsor's agents, employees, contractors, subcontractors, or vendors, of any tier, or any other persons for whom the Sponsor may be legally liable.

Provided that nothing herein shall require a Sponsor to defend or indemnify the State against and hold harmless the State from claims, demands or suits based solely upon the negligence of the State, its employees and/or agents for whom the State is vicariously liable.

Provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the Sponsor or the Sponsor's agents or employees, and (b) the State, or its employees or agents the indemnity obligation shall be valid and enforceable only to the extent of the Sponsor's negligence or its agents, or employees.

As part of its obligations provided above, the Sponsor specifically assumes potential liability for actions brought by the Sponsor's own employees or its agents against the State and, solely for the purpose of this indemnification and defense, the Sponsor specifically waives any immunity under the state industrial insurance law, RCW Title 51. Sponsor's waiver of immunity under this provision extends only to claims against Sponsor by Indemnatee RCO, and does not include, or extend to, any claims by Sponsor's employees directly against Sponsor.

Sponsor shall ensure that any agreement relating to this project involving any contractors, subcontractors and/or vendors of any tier shall require that the contracting entity indemnify, defend, waive RCW 51 immunity, and otherwise protect the State as provided herein as if it were the Sponsor. This shall not apply to a contractor or subcontractor is solely donating its services to the project without compensation or other substantial consideration.

The Sponsor shall also defend, indemnify, and hold the State and its officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the Sponsor or the Sponsor's agents, employees, contractors, subcontractors or vendors, of any tier, or any other persons for whom the Sponsor may be legally liable, in performance of the work under this Agreement or arising out of any use in connection with the Agreement of methods, processes, designs, information or other items furnished or

communicated to the State, its agents, officers and employees pursuant to the Agreement. Provided, this indemnity apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from the State's, its agents', officers' and employees' failure to comply with specific written instructions regarding use provided to the State, its agents, officers and employees by the Sponsor, its agents, employees, contractors, subcontractors or vendors, of any tier, or any other persons for whom the Sponsor may be legally liable.

The funding board and RCO are included within the term State, as are all other agencies, departments, boards, councils, committees, divisions, bureaus, offices, societies, or other entities of state government.

INDEPENDENT CAPACITY OF THE SPONSOR

The Sponsor and its employees or agents performing under this Agreement are not officers, employees or agents of the RCO or Funding Entity. The Sponsor will not hold itself out as nor claim to be an officer, employee or agent of the RCO or the Funding Entity, or of the state of Washington, nor will the Sponsor make any claim of right, privilege or benefit which would accrue to an employee under RCW 41.06.

The Sponsor is responsible for withholding and/or paying employment taxes, insurance, or deductions of any kind required by federal, state, and/or local laws.

CONFLICT OF INTEREST

Notwithstanding any determination by the Executive Ethics Board or other tribunal, RCO may, in its sole discretion, by written notice to the Sponsor terminate this Agreement if it is found after due notice and examination by RCO that there is a violation of the Ethics in Public Service Act, RCW 42.52; or any similar statute involving the Sponsor in the procurement of, or performance under, this Agreement.

In the event this Agreement is terminated as provided herein, RCO shall be entitled to pursue the same remedies against the Sponsor as it could pursue in the event of a breach of the Agreement by the Sponsor. The rights and remedies of RCO provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or this Agreement.

COMPLIANCE WITH APPLICABLE LAW

In implementing the Agreement, the Sponsor shall comply with all applicable federal, state, and local laws (including without limitation all applicable ordinances, codes, rules, and regulations). Such compliance includes, without any limitation as to other applicable laws, the following laws:

- A. **Nondiscrimination Laws.** The Sponsor shall comply with all applicable federal, state, and local nondiscrimination laws and/or policies, including but not limited to: the Americans with Disabilities Act; Civil Rights Act; and the Age Discrimination Employment Act (if applicable). In the event of the Sponsor's noncompliance or refusal to comply with any nondiscrimination law or policy, the Agreement may be rescinded, cancelled, or terminated in whole or in part, and the Sponsor may be declared ineligible for further grant awards from the RCO or Funding Entity. The Sponsor is responsible for any and all costs or liability arising from the Sponsor's failure to so comply with applicable law. Except where a nondiscrimination clause required by a federal funding agency is used, the Sponsor shall insert the following nondiscrimination clause in each contract for construction of this project: "During the performance of this contract, the contractor agrees to comply with all federal and state nondiscrimination laws, regulations and policies."
- B. **Secular Use of Funds.** No funds awarded under this grant may be used to pay for any religious activities, worship, or instruction, or for lands and facilities for religious activities, worship, or instruction. Religious activities, worship, or instruction may be a minor use of the grant supported recreation and conservation land or facility.
- C. **Wages and Job Safety.** The Sponsor agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington or other jurisdiction which affect wages and job safety. The Sponsor agrees when state prevailing wage laws (RCW 39.12) are applicable, to comply with such laws, to pay the prevailing rate of wage to all workers, laborers, or mechanics employed in the performance of any part of this contract, and to file a statement of intent to pay prevailing wage with the Washington State Department of Labor and Industries as required by RCW 39.12.40. The Sponsor also agrees to comply with the provisions of the rules and regulations of the Washington State Department of Labor and Industries.
 - 1) Pursuant to RCW 39.12.040(1)(a), all contractors and subcontractors shall submit to Sponsor a statement of intent to pay prevailing wages if the need to pay prevailing wages is required by law. If a contractor or subcontractor intends to pay other than prevailing wages, it must provide the Sponsor with an affirmative statement of the contractor's or subcontractor's intent. Unless required by law, the Sponsor is not required to investigate a statement regarding prevailing wage provided by a contractor or subcontractor.
 - 2) Exception, Service Organizations of Trail and Environmental Projects (RCW 79A.35.130). If allowed by state and federal law and rules, participants in conservation corps programs offered by a nonprofit organization

affiliated with a national service organization established under the authority of the national and conservation service trust act of 1993, P.L. 103-82, are exempt from provisions related to rates of compensation while performing environmental and trail maintenance work provided: (1) The nonprofit organization must be registered as a nonprofit corporation pursuant to RCW 24.03; (2) The nonprofit organization's management and administrative headquarters must be located in Washington; (3) Participants in the program must spend at least fifteen percent of their time in the program on education and training activities; and (4) Participants in the program must receive a stipend or living allowance as authorized by federal or state law. Participants are exempt from provisions related to rates of compensation only for environmental and trail maintenance work conducted pursuant to the conservation corps program.

- D. **Restrictions on Grant Use.** No part of any funds provided under this grant shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, or for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, radio, television, or video presentation designed to support or defeat legislation pending before the U.S. Congress or any state legislature. No part of any funds provided under this grant shall be used to pay the salary or expenses of any Sponsor, or agent acting for such Sponsor, related to any activity designed to influence legislation or appropriations pending before the U.S. Congress or any state legislature.
- E. **Debarment and Certification.** By signing the Agreement with RCO, the Sponsor certifies that neither it nor its principals nor any other lower tier participant are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by Washington State Labor and Industries. Further, the Sponsor agrees not to enter into any arrangements or contracts related to this Agreement with any party that is on Washington State Department of Labor and Industries' "Debarred Contractor List."

ARCHAEOLOGICAL AND CULTURAL RESOURCES

- A. **Project Review.** RCO facilitates the review of projects for potential impacts to archaeology and cultural resources, except as those listed below. The Sponsor shall follow RCO guidance and directives to assist it with such review as may apply.
- 1) **Projects occurring on State/Federal Lands:** Archaeological and cultural resources compliance for projects occurring on State or Federal Agency owned or managed lands, will be the responsibility of the respective agency, regardless of sponsoring entity type. Prior to ground disturbing work or alteration of a potentially historic or culturally significant structure, or release of final payments on an acquisition, the Sponsor must provide RCO all documentation acknowledging and demonstrating that the applicable archaeological and cultural resources responsibilities of such state or federal landowner or manager has been conducted.
- B. **Termination.** RCO retains the right to terminate a project due to anticipated or actual impacts to archaeology and cultural resources.
- C. **Notice To Proceed.** No work shall commence in the project area until RCO has provided a notice of cultural resources completion. RCO may require on-site monitoring for impacts to archaeology and cultural resources during any demolition, construction, land clearing, restoration, or repair work, and may direct that work stop to minimize, mitigate, or avoid impacts to archaeology and cultural resource impacts or concerns. All cultural resources requirements for non ground disturbing projects (such as acquisition or planning projects) must be met prior to final reimbursement.
- D. **Compliance and Indemnification.** At all times, the Sponsor shall take reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic resources in the project area, and comply with any RCO direction for such minimization and mitigation. All federal or state cultural resources requirements under Governor's Executive Order 21-02 and the National Historic Preservation Act, and the State Environmental Policy Act and the National Environmental Policy Act, and any local laws that may apply, must be completed prior to the start of any work on the project site. The Sponsor must agree to indemnify and hold harmless the State of Washington in relation to any claim related to historical or cultural artifacts discovered, disturbed, or damaged due to the project funded under this Agreement. Sponsor shall comply with RCW 27.53, RCW 27.44.055, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting cultural resources and human remains.
- E. **Costs associated with project review and evaluation of archeology and cultural resources** are eligible for reimbursement under this agreement. Costs that exceed the budget grant amount shall be the responsibility of the Sponsor.
- F. **Inadvertent Discovery Plan.** The Sponsor shall request, review, and be bound by the RCO Inadvertent Discovery Plan, and:
- 1) Keep the IDP at the project site.
 - 2) Make the IDP readily available to anyone working at the project site.
 - 3) Discuss the IDP with staff and contractors working at the project site.

- 4) Implement the IDP when cultural resources or human remains are found at the project site.

G. Inadvertent Discovery

- 1) If any archaeological or historic resources are found while conducting work under this Agreement, the Sponsor shall immediately stop work and notify RCO, the Department of Archaeology and Historic Preservation at (360) 586-3064, and any affected Tribe, and stop any activity that may cause further disturbance to the archeological or historic resources.
- 2) If any human remains are found while conducting work under this Agreement, Sponsor shall immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, and then RCO, all in the most expeditious manner, and stop any activity that may cause disturbance to the remains. Sponsor shall secure the area of the find will and protect the remains from further disturbance until the State provides a new notice to proceed.
 - a) Any human remains discovered shall not be touched, moved, or further disturbed unless directed by the Department of Archaeology and Historic Preservation (DAHP).
 - b) The county medical examiner/coroner will assume jurisdiction over the human skeletal remains and make a determination of whether those remains are forensic or non-forensic. If the county medical examiner/coroner determines the remains are non-forensic, then they will report that finding to the Department of Archaeology and Historic Preservation (DAHP) who will then take jurisdiction over the remains. The DAHP will notify any appropriate cemeteries and all affected tribes of the find. The State Physical Anthropologist will make a determination of whether the remains are Indian or Non-Indian and report that finding to any appropriate cemeteries and the affected tribes. The DAHP will then handle all consultation with the affected parties as to the future preservation, excavation, and disposition of the remains.

RECORDS

- A. **Digital Records.** If requested by RCO, the Sponsor must provide a digital file(s) of the project property and funded project site in a format specified by the RCO.
- B. **Maintenance and Retention.** The Sponsor shall maintain books, records, documents, data and other records relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. Sponsor shall retain such records for a period of nine years from the date RCO deems the project complete, as defined in the PROJECT REIMBURSEMENTS Section. If any litigation, claim or audit is started before the expiration of the nine (9) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.
- C. **Access to Records and Data.** At no additional cost, the records relating to the Agreement, including materials generated under the Agreement, shall be subject at all reasonable times to inspection, review or audit by RCO, personnel duly authorized by RCO, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement. This includes access to all information that supports the costs submitted for payment under the grant and all findings, conclusions, and recommendations of the Sponsor's reports, including computer models and methodology for those models.
- D. **Public Records.** Sponsor acknowledges that the RCO is subject to RCW 42.56 and that this Agreement and any records Sponsor submits or has submitted to the State shall be a public record as defined in RCW 42.56. RCO administers public records requests per WAC 286-06 and 420-04 (which ever applies). Additionally, the Sponsor agrees to disclose any information in regards to the expenditure of that funding as if the project sponsor were subject to the requirements of chapter 42.56 RCW. By submitting any record to the State, Sponsor understands that the State may be requested to disclose or copy that record under the state public records law, currently codified at RCW 42.56. The Sponsor warrants that it possesses such legal rights as are necessary to permit the State to disclose and copy such record to respond to a request under state public records laws. The Sponsor hereby agrees to release the State from any claims arising out of allowing such review or copying pursuant to a public records act request, and to indemnify against any claims arising from allowing such review or copying and pay the reasonable cost of state's defense of such claims.

PROJECT FUNDING

- A. **Authority.** This Agreement and funding is made available to Sponsor through the RCO.
- B. **Additional Amounts.** The RCO or Funding Entity shall not be obligated to pay any amount beyond the dollar amount as identified in this Agreement, unless an additional amount has been approved in advance by the RCO director and incorporated by written amendment into this Agreement.

- C. **Before the Agreement.** No expenditure made, or obligation incurred, by the Sponsor before the project shall be eligible for grant funds, in whole or in part, unless specifically provided for by the RCO director, such as a waiver of retroactivity or program specific eligible pre-Agreement costs. For reimbursements of such costs, this Agreement must be fully executed and an original received by RCO. The dollar amounts identified in this Agreement may be reduced as necessary to exclude any such expenditure from reimbursement.
- D. **After the Period of Performance.** No expenditure made, or obligation incurred, following the period of performance shall be eligible, in whole or in part, for grant funds hereunder. In addition to any remedy the RCO or Funding Entity may have under this Agreement, the grant amounts identified in this Agreement shall be reduced to exclude any such expenditure from participation.

PROJECT REIMBURSEMENTS

- A. **Reimbursement Basis.** This Agreement is administered on a reimbursement basis per WAC 286-13 and/or 420-12, whichever has been designated to apply. Only the primary Sponsor may request reimbursement for eligible and allowable costs incurred during the period of performance. The primary Sponsor may request reimbursement only after (1) this Agreement has been fully executed and (2) the Sponsor has remitted payment to its vendors. RCO will authorize disbursement of project funds only on a reimbursable basis at the percentage as defined in the PROJECT FUNDING Section. Reimbursement shall not be approved for any expenditure not incurred by the Sponsor, or for a donation used as part of its matching share. RCO does not reimburse for donations. All reimbursement requests must include proper documentation of expenditures as required by RCO.
- B. **Reimbursement Request Frequency.** The primary Sponsor is required to submit a reimbursement request to RCO, at a minimum for each project at least once a year for reimbursable activities occurring between July 1 and June 30 or as identified in the milestones. Sponsors must refer to the most recent applicable RCO manuals and this Agreement regarding reimbursement requirements.
- C. **Compliance and Payment.** The obligation of RCO to pay any amount(s) under this Agreement is expressly conditioned on strict compliance with the terms of this Agreement and other agreements between RCO and the Sponsor.
- D. **Conditions for Payment of Retainage.** RCO reserves the right to withhold disbursement of the total amount of the grant to the Sponsor until the following has occurred:
- 1) RCO has accepted the project as a completed project, which acceptance shall not be unreasonably withheld.
 - 2) On-site signs are in place (if applicable); Any other required documents and media are complete and submitted to RCO; Grant related fiscal transactions are complete, and
 - 3) RCO has accepted a final boundary map of the project area for which the Agreement terms will apply in the future.

RECOVERY OF PAYMENTS

- A. **Recovery for Noncompliance.** In the event that the Sponsor fails to expend funds under this Agreement in accordance with state and federal laws, and/or the provisions of the Agreement, fails to meet its percentage of the project total, and/or fails to comply with any of the terms and conditions of the Agreement, RCO reserves the right to recover grant award funds in the amount equivalent to the extent of noncompliance in addition to any other remedies available at law or in equity.
- B. **Return of Overpayments.** The Sponsor shall reimburse RCO for any overpayment or erroneous payments made under the Agreement. Repayment by the Sponsor of such funds under this recovery provision shall occur within 30 days of demand by RCO. Interest shall accrue at the rate of twelve percent (12%) per annum from the time the Sponsor received such overpayment. Unless the overpayment is due to an error of RCO, the payment shall be due and owing on the date that the Sponsor receives the overpayment from the RCO. If the payment is due to an error of RCO, it shall be due and owing 30 days after demand by RCO for refund.

COVENANT AGAINST CONTINGENT FEES

The Sponsor warrants that no person or selling agent has been employed or retained to solicit or secure this Agreement on an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established agents maintained by the Sponsor for the purpose of securing business. RCO shall have the right, in the event of breach of this clause by the Sponsor, to terminate this Agreement and to be reimbursed by Sponsor for any grant funds paid to Sponsor (even if such funds have been subsequently paid to an agent), without liability to RCO or, in RCO's discretion, to deduct from the Agreement grant amount or consideration or recover by other means the full amount of such commission, percentage, brokerage or contingent fee.

INCOME (AND FEES) AND USE OF INCOME

Section 8, Item A.

See WAC 286-13-110 for additional requirements for projects funded from the RCFB.

- A. **Compatible source.** The source of any income generated in a funded project or project area must be compatible with the funding source and the Agreement and any applicable manuals, RCWs, and WACs.
- B. **Use of Income.** Subject to any limitations contained in applicable state or federal law, any needed approvals of RCO, and applicable rules and policies, income or fees generated at a project work site (including entrance, utility corridor permit, cattle grazing, timber harvesting, farming, rent, franchise fees, ecosystem services, carbon offsets sequestration, etc.) during or after the reimbursement period cited in the Agreement, must be used to offset:
 - 1) The Sponsor's matching resources;
 - 2) The project's total cost;
 - 3) The expense of operation, maintenance, stewardship, monitoring, and/or repair of the facility or program assisted by the grant funding;
 - 4) The expense of operation, maintenance, stewardship, monitoring, and/or repair of other similar units in the Sponsor's system;
 - 5) Capital expenses for similar acquisition and/or development and renovation; and/or
 - 6) Other purposes explicitly approved by RCO or otherwise provided for in this agreement.
- C. **Fees.** User and/or other fees may be charged in connection with land acquired or facilities developed, maintained, renovated, or restored and shall be consistent with the:
 - 1) Grant program laws, rules, and applicable manuals;
 - 2) Value of any service(s) furnished;
 - 3) Value of any opportunities furnished; and
 - 4) Prevailing range of public fees in the state for the activity involved.

PROCUREMENT REQUIREMENTS

- A. **Procurement Requirements.** If the Sponsor has, or is required to have, a procurement process that follows applicable state and/or federal law or procurement rules and principles, it must be followed, documented, and retained. If no such process exists, the Sponsor must follow these minimum procedures:
 - 1) Publish a notice to the public requesting bids/proposals for the project;
 - 2) Specify in the notice the date for submittal of bids/proposals;
 - 3) Specify in the notice the general procedure and criteria for selection; and
 - 4) Sponsor must contract or hire from within its bid pool. If bids are unacceptable the process needs to be repeated until a suitable bid is selected.
 - 5) Comply with the same legal standards regarding unlawful discrimination based upon race, gender, ethnicity, sex, or sex-orientation that are applicable to state agencies in selecting a bidder or proposer.

Alternatively, Sponsor may choose a bid from a bidding cooperative if authorized to do so.

This procedure creates no rights for the benefit of third parties, including any proposers, and may not be enforced or subject to review of any kind or manner by any entity other than the RCO. Sponsors may be required to certify to the RCO that they have followed any applicable state and/or federal procedures or the above minimum procedure where state or federal procedures do not apply.

TREATMENT OF EQUIPMENT AND ASSETS

Equipment shall be used and managed only for the purpose of this Agreement, unless otherwise provided herein or in the applicable manuals, or approved by RCO in writing.

- A. **Discontinued Use.** Equipment obtained under this Agreement shall remain in the possession of the Sponsor for the duration of the project, or RULES of applicable grant assisted program. When the Sponsor discontinues use of the

equipment for the purpose for which it was funded, RCO may require the Sponsor to deliver the equipment or to dispose of the equipment according to RCO published policies.

- B. **Loss or Damage.** The Sponsor shall be responsible for any loss or damage to equipment.

RIGHT OF INSPECTION

The Sponsor shall provide right of access to the project to RCO, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, long-term obligations, compliance, and/or quality assurance under this Agreement. If a landowner agreement or other form of control and tenure limits access to the project area, it must include (or be amended to include) the RCO's right to inspect and access lands acquired or developed with this funding assistance.

STEWARDSHIP AND MONITORING

Sponsor agrees to perform monitoring and stewardship functions as stated in the applicable WACs and manuals, this Agreement, or as otherwise directed by RCO consistent with the existing laws and applicable manuals. Sponsor further agrees to utilize, where applicable and financially feasible, any monitoring protocols recommended by the RCO; provided that RCO does not represent that any monitoring it may recommend will be adequate to reasonably assure project performance or safety. It is the sole responsibility of the Sponsor to perform such additional monitoring as may be adequate for such purposes.

PREFERENCES FOR RESIDENTS

Sponsors shall not express a preference for users of grant assisted projects on the basis of residence (including preferential reservation, membership, and/or permit systems) except that reasonable differences in admission and other fees may be maintained on the basis of residence. Fees for nonresidents must not exceed twice the fee imposed on residents. Where there is no fee for residents but a fee is charged to nonresidents, the nonresident fee shall not exceed the amount that would be imposed on residents at comparable state or local public facilities.

ACKNOWLEDGMENT AND SIGNS

- A. **Publications.** The Sponsor shall include language which acknowledges the funding contribution of the applicable grant program to this project in any release or other publication developed or modified for, or referring to, the project during the project period and in the future.
- B. **Signs.**
- 1) During the period of performance through the period of long-term obligation, the Sponsor shall post openly visible signs or other appropriate media at entrances and other locations on the project area that acknowledge the applicable grant program's funding contribution, unless waived by the director; and
 - 2) During the period of long-term obligation, the Sponsor shall post openly visible signs or other appropriate media at entrances and other locations to notify the public of the availability of the site for reasonable public access.
- C. **Ceremonies.** The Sponsor shall notify RCO no later than two weeks before a dedication ceremony for this project. The Sponsor shall verbally acknowledge the applicable grant program's funding contribution at all dedication ceremonies and in all advertisements and mailings thereof, and any and all of its related digital media publications.

PROVISIONS APPLYING TO DEVELOPMENT, MAINTENANCE, RENOVATION, AND RESTORATION PROJECTS

The following provisions shall be in force:

- A. **Operations and Maintenance.** Properties, structures, and facilities developed, maintained, or operated with the assistance of money granted per this Agreement and within the project area shall be built, operated, and maintained according to applicable regulations, laws, building codes, and health and public safety standards to assure a reasonably safe condition and to prevent premature deterioration. It is the Sponsor's sole responsibility to ensure the same are operated and maintained in a safe and operable condition. The RCO does not conduct safety inspections or employ or train staff for that purpose.
- B. **Document Review and Approval.** Prior to commencing construction or finalizing the design, the Sponsor agrees to submit one copy of all construction and restoration plans and specifications to RCO for review solely for compliance with the scope of work to be identified in the Agreement. RCO does not review for, and disclaims any responsibility to review for safety, suitability, engineering, compliance with code, or any matters other than the scope so identified. Although RCO staff may provide tentative guidance to a Sponsor on matters related to site accessibility by persons with a disability, it is the Sponsor's responsibility to confirm that all legal requirements for accessibility are met even if

- 1) Change orders that impact the amount of funding or changes to the scope of the project as described to and approved by the RCO must receive prior written approval of the RCO.
- C. **Control and Tenure.** The Sponsor must provide documentation that shows appropriate tenure and term (such as long-term lease, perpetual or long-term easement, or perpetual or long-term fee simple ownership, or landowner agreement or interagency agreement for the land proposed for construction, renovation, or restoration. The documentation must meet current RCO requirements identified in this Agreement as of the effective date of this Agreement unless otherwise provided in any applicable manual, RCW, WAC, or as approved by the RCO.
- D. **Use of Best Management Practices.** Sponsors are encouraged to use best management practices including those developed as part of the Washington State Aquatic Habitat Guidelines (AHG) Program. AHG documents include "Integrated Streambank Protection Guidelines", 2002; "Land Use Planning for Salmon, Steelhead and Trout: A land use planner's guide to salmonid habitat protection and recovery", 2009; "Protecting Nearshore Habitat and Functions in Puget Sound", 2010; "Stream Habitat Restoration Guidelines", 2012; "Water Crossing Design Guidelines", 2013; and "Marine Shoreline Design Guidelines", 2014. These documents, along with new and updated guidance documents, and other information are available on the AHG Web site. Sponsors are also encouraged to use best management practices developed by the Washington Invasive Species Council (WISC) described in "Reducing Accidental Introductions of Invasive Species" which is available on the WISC Web site.
- E. At no time shall the Sponsor design, construct, or operate this grant funded project in a way that unreasonably puts the public, itself, or others at risk of injury or property damage. The Sponsor agrees and acknowledges that the Sponsor is solely responsible for safety and risk associated with the project, that RCO does not have expertise, capacity, or a mission to review, monitor, or inspect for safety and risk, that no expectation exists that RCO will do so, and that RCO is in no way responsible for any risks associated with the project.

LONG-TERM OBLIGATIONS OF THE PROJECTS AND SPONSORS

- A. **Long-Term Obligations.** This section applies to completed projects only.
- B. **Perpetuity.** For acquisition, development, and restoration projects, or a combination thereof, unless otherwise allowed by applicable manual, policy, program rules, or this Agreement, or approved in writing by RCO. The RCO requires that the project area continue to function for the purposes for which these grant funds were approved, in perpetuity.
- C. **Conversion.** The Sponsor shall not at any time convert any real property (including any interest therein) or facility acquired, developed, renovated, and/ or restored pursuant to this Agreement, unless provided for in applicable statutes, rules, and policies. Conversion includes, but is not limited to, putting such property (or a portion of it) to uses other than those purposes for which funds were approved or transferring such property to another entity without prior approval via a written amendment to the Agreement. All real property or facilities acquired, developed, renovated, and/or restored with funding assistance shall remain in the same ownership and in public use/access status in perpetuity unless otherwise expressly provided in the Agreement or applicable policies or unless a transfer or change in use is approved by the RCO through an amendment. Failure to comply with these obligations is a conversion. Further, if the project is subject to operation and or maintenance obligations, the failure to comply with such obligations, without cure after a reasonable period as determined by the RCO, is a conversion. Determination of whether a conversion has occurred shall be based upon all terms of the Agreement, and all applicable state or federal laws or regulation.
 - 1) When a conversion has been determined to have occurred, the Sponsor shall remedy the conversion as set forth in this Agreement (with incorporated documents) and as required by all applicable policies, manuals, WACs and laws that exist at the time the remedy is implemented or the right to the remedy is established by a court or other decision-making body, and the RCO may pursue all remedies as allowed by the Agreement or law.

CONSTRUCTION, OPERATION, USE, AND MAINTENANCE OF ASSISTED PROJECTS

The following provisions shall be in force for this agreement:

- A. **Property and facility operation and maintenance.** Sponsor must ensure that properties or facilities assisted with the grant funds, including undeveloped sites, are built, operated, used, and maintained:
 - 1) According to applicable federal, state, and local laws and regulations, including public health standards and building codes;
 - 2) In a reasonably safe condition for the project's intended use;

- 3) Throughout its estimated useful service life so as to prevent undue deterioration;
- 4) In compliance with all federal and state nondiscrimination laws, regulations and policies.

- B. **Open to the public.** Unless otherwise specifically provided for in the Agreement, and in compliance with applicable statutes, rules, and applicable WACs and manuals, facilities must be open and accessible to the general public, and must:
- 1) Be constructed, maintained, and operated to meet or exceed the minimum requirements of the most current guidelines or rules, local or state codes, Uniform Federal Accessibility Standards, guidelines, or rules, including but not limited to: the International Building Code, the Americans with Disabilities Act, and the Architectural Barriers Act, as amended and updated.
 - 2) Appear attractive and inviting to the public except for brief installation, construction, or maintenance periods.
 - 3) Be available for appropriate use by the general public at reasonable hours and times of the year, according to the type of area or facility, unless otherwise stated in RCO manuals or, by a decision of the RCO director in writing. Sponsor shall notify the public of the availability for use by posting and updating that information on its website and by maintaining at entrances and/or other locations openly visible signs with such information.

ORDER OF PRECEDENCE

This Agreement is entered into, pursuant to, and under the authority granted by applicable federal and state laws. The provisions of the Agreement shall be construed to conform to those laws. In the event of a direct and irreconcilable conflict between the terms of this Agreement and any applicable statute, rule, or policy or procedure, the conflict shall be resolved by giving precedence in the following order:

- A. Federal law and binding executive orders;
- B. Code of federal regulations;
- C. Terms and conditions of a grant award to the state from the federal government;
- D. Federal grant program policies and procedures adopted by a federal agency that are required to be applied by federal law;
- E. State Constitution, RCW, and WAC;
- F. Agreement Terms and Conditions and Applicable Manuals;
- G. Applicable deed restrictions, and/or governing documents.

LIMITATION OF AUTHORITY

Only RCO’s Director or RCO’s delegate authorized in writing (delegation to be made prior to action) shall have the authority to alter, amend, modify, or waive any clause or condition of this Agreement; provided that any such alteration, amendment, modification, or waiver of any clause or condition of this Agreement is not effective or binding unless made as a written amendment to this Agreement and signed by the RCO Director or delegate.

WAIVER OF DEFAULT

Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of the Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of the Agreement unless stated to be such in writing, signed by the director, or the director’s designee, and attached as an amendment to the original Agreement.

APPLICATION REPRESENTATIONS – MISREPRESENTATIONS OR INACCURACY OR BREACH

The Funding Entity (if different from RCO) and RCO rely on the Sponsor’s application in making its determinations as to eligibility for, selection for, and scope of, funding grants. Any misrepresentation, error or inaccuracy in any part of the application may be deemed a breach of this Agreement.

SPECIFIC PERFORMANCE

RCO may, at it’s discretion, enforce this Agreement by the remedy of specific performance, which means Sponsors’ completion of the project and/or its completion of long-term obligations as described in this Agreement. However, the remedy

of specific performance shall not be the sole or exclusive remedy available to RCO. No remedy available to the RCO shall be deemed exclusive. The RCO may elect to exercise any, a combination of, or all of the remedies available to it under this Agreement, or under any provision of law, common law, or equity, including but not limited to seeking full or partial repayment of the grant amount paid and damages.

TERMINATION AND SUSPENSION

The RCO requires strict compliance by the Sponsor with all the terms of this Agreement including, but not limited to, the requirements of the applicable statutes, rules, and RCO policies, and with the representations of the Sponsor in its application for a grant as finally approved by RCO. For federal awards, notification of termination will comply with 2 C.F.R. § 200 (as updated).

A. For Cause.

- 1) The RCO director may suspend or terminate the obligation to provide funding to the Sponsor under this Agreement:
 - a) If the Sponsor breaches any of the Sponsor's obligations under this Agreement;
 - b) If the Sponsor fails to make progress satisfactory to the RCO director toward completion of the project by the completion date set out in this Agreement. Included in progress is adherence to milestones and other defined deadlines; or
 - c) If the primary and secondary Sponsor(s) cannot mutually agree on the process and actions needed to implement the project;
- 2) Prior to termination, the RCO shall notify the Sponsor in writing of the opportunity to cure. If corrective action is not taken within 30 days or such other time period that the director approves in writing, the Agreement may be terminated. In the event of termination, the Sponsor shall be liable for damages or other relief as authorized by law and/or this Agreement.
- 3) RCO reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Sponsor from incurring additional obligations of funds during the investigation of any alleged breach and pending corrective action by the Sponsor, or a decision by the RCO to terminate the Contract.

B. For Convenience.

Except as otherwise provided in this Agreement, RCO may, by ten (10) days written notice, beginning on the second day after the mailing, terminate this Agreement, in whole or in part when it is in the best interest of the state. If this Agreement is so terminated, RCO shall be liable only for payment required under the terms of this Agreement prior to the effective date of termination. A claimed termination for cause shall be deemed to be a "Termination for Convenience" if it is determined that:

- 1) The Sponsor was not in default; or
- 2) Failure to perform was outside Sponsor's control, fault or negligence.

C. Rights and Remedies of the RCO.

- 1) The rights and remedies of RCO provided in this Agreement are not exclusive and are in addition to any other rights and remedies provided by law.
- 2) In the event this Agreement is terminated by the director, after any portion of the grant amount has been paid to the Sponsor under this Agreement due to Sponsor's breach of the Agreement or other violation of law, the director may require that any amount paid be repaid to RCO for redeposit into the account from which the funds were derived. However, any repayment shall be limited to the extent repayment would be inequitable and represent a manifest injustice in circumstances where the project will fulfill its fundamental purpose for substantially the entire period of performance and of long-term obligation.

D. Non Availability of Funds.

The obligation of the RCO to make payments is contingent on the availability of state and federal funds through legislative appropriation and state allotment. If amounts sufficient to fund the grant made under this Agreement are not appropriated to RCO for expenditure for this Agreement in any biennial fiscal period, RCO shall not be obligated to pay any remaining unpaid portion of this grant unless and until the necessary action by the Legislature or the Office of Financial Management occurs. If RCO participation is suspended under this section for a continuous period of one year, RCO's obligation to provide any future funding under this Agreement shall terminate. Termination of the Agreement under this section is not subject to appeal by the Sponsor.

- 1) **Suspension:** The obligation of the RCO to manage contract terms and make payments is contingent upon the state appropriating state and federal funding each biennium. In the event the state is unable to appropriate such funds by the first day of each new biennium RCO reserves the right to suspend the Agreement, with ten (10) days written notice, until such time funds are appropriated. Suspension will mean

all work related to the contract must cease until such time funds are obligated to RCO and the RCO provides notice to continue work.

- 2) **No Waiver.** The failure or neglect of RCO to require strict compliance with any term of this Agreement or to pursue a remedy provided by this Agreement or by law shall not act as or be construed as a waiver of any right to fully enforce all rights and obligations set forth in this Agreement and in applicable state or federal law and regulations.

DISPUTE HEARING

Except as may otherwise be provided in this Agreement, when a dispute arises between the Sponsor and the RCO, which cannot be resolved, either party may request a dispute hearing according to the process set out in this section. Either party's request for a dispute hearing must be in writing and clearly state:

- A. The disputed issues;
- B. The relative positions of the parties;
- C. The Sponsor's name, address, project title, and the assigned project number.

In order for this section to apply to the resolution of any specific dispute or disputes, the other party must agree in writing that the procedure under this section shall be used to resolve those specific issues. The dispute shall be heard by a panel of three persons consisting of one person chosen by the Sponsor, one person chosen by the director, and a third person chosen by the two persons initially appointed. If a third person cannot be agreed on, the persons chosen by the Sponsor and director shall be dismissed and an alternate person chosen by the Sponsor, and one by the director shall be appointed and they shall agree on a third person. This process shall be repeated until a three person panel is established.

Any hearing under this section shall be informal, with the specific processes to be determined by the disputes panel according to the nature and complexity of the issues involved. The process may be solely based on written material if the parties so agree. The disputes panel shall be governed by the provisions of this Agreement in deciding the disputes.

The parties shall be bound by the majority decision of the dispute panelists, unless the remedy directed by that panel is beyond the authority of either or both parties to perform, as necessary, or is otherwise unlawful.

Request for a disputes hearing under this section by either party shall be delivered or mailed to the other party. The request shall be delivered or mailed within thirty (30) days of the date the requesting party has received notice of the action or position of the other party which it wishes to dispute. The written agreement to use the process under this section for resolution of those issues shall be delivered or mailed by the receiving party to the requesting party within thirty (30) days of receipt by the receiving party of the request.

All costs associated with the implementation of this process shall be shared equally by the parties.

ATTORNEYS' FEES

In the event of litigation or other action brought to enforce contract terms, each party agrees to bear its own costs and attorneys' fees.

GOVERNING LAW/VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. In the event of a lawsuit involving this Agreement, venue shall be in Thurston County Superior Court if legally proper; otherwise venue shall be in the Superior Court of a county where the project is situated, if venue there is legally proper, and if not, in a county where venue is legally proper. The Sponsor, by execution of this Agreement acknowledges the jurisdiction of the courts of the State of Washington and agrees to venue as set forth above.

SEVERABILITY

The provisions of this Agreement 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 Agreement.

END OF STANDARD TERMS AND CONDITIONS

This is the end of the Standard Terms and Conditions of the Agreement.

City Administrator Report

City of Lake Forest Park

Date: October 23, 2025

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

Notable Calls

Missing Juvenile

A concerned parent called the police because her 16-year-old daughter did not want to go back home for the night. Eventually she changed her mind and returned home.

A 15-year-old female left home without her wallet and no shoes. The parents called the police, and the officers started an investigation. After a few hours, a friend of the family advised that she had brought the juvenile to Evergreen Hospital for mental evaluation.

Assist

LFPPD officers assisted the fire department with a subject who sustained a cardiac arrest. Unfortunately, the patient died in the ambulance.

Officers assisted the fire department with a mentally ill person who needed to go to the Hospital.

Officers assisted Town Center security with a trespass.

Officers assisted a subject who had questions regarding a domestic violence incident that had occurred in Mill Creek.

Officers assisted KCSO with an out-of-control passenger on a bus. The subject fled before the arrival of the officers.

Suicide

A community member came to the police department explaining that her son tried to kill himself using a belt. Officers located the subject, who confirmed that he wanted to commit suicide. He was taken to Northwest Hospital.

Juvenile Problem

Officers' presence was requested by a community member regarding an underage party where alcohol and drugs were involved. Juveniles left when the officers arrived.

Domestic Violence

Officers responded to restore peace between two individuals who were going through a break-up. Only verbal, no crime.

Abuse

Possible Adult Protective Services referral. An elderly person, who is staying in an adult care facility, had a bruise which did not appear to be done intentionally.

Fraud

A reported phone scam. The victim lost \$6,000. No leads.

Suspicious

A suspicious subject in Safeway was seen placing tide pods in his bag. He placed the tide pods back on the shelf when he saw the officers.

Two subjects acting suspiciously inside Ross Stores. One of them had an outstanding warrant but couldn't be arrested because of a medical injury.

Theft

A theft occurred with a package on a front porch. No leads.

Officers were called for a theft in progress at Safeway. The subject was arrested and booked.

DUI

Officers stopped a DUI driver on Bothell Way NE. A blood warrant was obtained and executed. He was released pending lab results.

Noise complaint

Officers talked to a community member who was welding and grinding a piece of equipment at 8:45 p.m. He understood and stopped.

Welfare check

A highly intoxicated subject was found sleeping on the street. Officers called the fire department, and they checked on him. Eventually the officers were able to find a friend who took care of him.

Well-known mentally ill person walked into traffic because she wanted to commit suicide. Tri-med transported her to the hospital.

Hospital social worker contacted the police regarding a patient who did not show up for her treatment today. The social worker explained that the patient is depressed and had, in the past, mild suicidal ideations. Officers checked the patient's address and were able to speak with her. She explained that she had a panic attack and did not feel safe driving to the hospital.

New Officer Joins the Lake Forest Park Police Department



This month, The Lake Forest Park Police Department welcomed Officer Austin Gutwein as the newest member of our team. Officer Gutwein was sworn in at the last City Council meeting and recently began his field training program.

Austin comes to LFPPD with over eight years of experience. He served both the City of Seattle and the City of Snoqualmie. At age 9, he founded Hoops of Hope, a charitable organization centered around basketball marathons that raised **millions of dollars** to support underprivileged children and combat HIV/AIDS in sub-Saharan Africa. His efforts mobilized over 40,000 participants and funded the construction of hospitals/clinics, schools, computer labs, wells, and more projects in remote African regions, transforming entire communities and saving countless lives through empowering youth to make meaningful change.

Austin brings enthusiasm for community engagement and a strong sense of service to the department. We look forward to the positive impact he will have as part of our continued commitment to providing professional, compassionate, and effective public safety services to our community.



Brookside School Visit

On Wednesday, October 1, over 50 3rd graders, representing three classes, from Brookside Elementary School visited the Lake Forest Park Police Department for a tour and a chance to meet our officers and civilian staff. Their enthusiasm filled the building with joy and laughter, and everyone was impressed by the *approximately* 1,245 questions they had for the officers and records personnel! The students explored the police department, checked out a patrol vehicle, met some of the on-duty officers and both commanders, and of course, everyone went home with a sticker!

Emergency Management Community Preparedness Fair



The annual Emergency Management Community Preparedness Fair on October 11 was a great success! The event was at Third Place Commons and featured several interactive tables covering a wide range of emergency management topics, including CPR practice stations, fire extinguisher training, and multiple displays highlighting how families can prepare for disasters of all kinds.

The Lake Forest Park Police Department hosted a table offering free gun locks, child identification kits, and Narcan—all of which were completely

distributed during the event due to high demand.

Attendance was strong throughout the day, with families, community members, and volunteers engaging in meaningful conversations about safety, preparedness, and community resilience. Overall, it was an outstanding turnout that showcased our community's commitment to being ready for emergencies and supporting one another.





Lake Forest Park



Traffic Safety

Traffic Safety Highlights

Emphasis Patrols:

- Ballinger Way NE to 35th Ave. NE via NE 190th St. And NE 195th St.
 - Patrols continue to be successful in education and enforcement for various offenses.

Construction Traffic:

- From 10/1-10/16 there were approx. 20 Officer/citizen contacts in the construction zone on 35th, 37th, 190th and 195th to include warnings and tickets.
- Vehicle traveling eastbound on 195th collided with the side mirror of a parked car. The call was initiated by a local Sheriff who had reported a hit and run. The driver was unaware they had hit the parked car. Information was left for the victim vehicle owner to contact the LFPPD officer.
- 35th and 187th – vehicle failed to yield, causing a collision. One driver gave their interpretation of the incident, while the other refused. They were cited for failure to yield.

School Zone patrol:

- School Zone patrol continues intermittently and at multiple school locations.
- TSO reports most drivers and parents that walk their kids to school continue to appreciate the officer's presence

Transit Lane Violation:

- Heavy patrol enforcement continues for lane violations all along SR 522.
- Additional tickets for DWLS 3rd, expired tabs, and cell phone use.

Speed violation:

- 165th and SR 522 – driver cited for traveling 71 mph in a 40 mph zone.

II. Internal City Information

Municipal Services – Passports

September saw a 12.4% revenue increase year over year for passport services. In September 2025, agents processed 476 passport applications and took 344 photos totaling \$23,540 in revenue. This is an increase from 2024 which saw \$20,945 from 431 passports and 293 photos.

I. Council Information

Community Development Department

Climate Element amendment to the Comprehensive Plan

The Draft Climate Element developed by the Climate Policy Advisory Team (CPAT) in early 2025 was received and is now fully reviewed by the Planning Commission. A noticed public hearing was held at the Commission's regular meeting on October 14, followed by a formal recommendation to City Council. The Commission will finalize a transmittal letter to the Council. The Climate Element amendments will now be shared with the City Council as an introduction at the City Council's regular meeting on October 23. A full presentation by Cascadia to facilitate Council review and discussion will be given. Thereafter, it is anticipated that a noticed public hearing will be held on November 13 and final action by the Council going into December 2025. The \$500,000 climate planning grant awarded to the city, made possible by the 2021 enactment of the WA State Climate Commitment Act, is already fully reimbursed by the WA State Department of Commerce and the grant agreement is closed. The Cascadia consulting services contract runs through December 2025. This climate planning effort will be completed in 2025 to enable the next round of docketing amendments to the Comprehensive Plan, primarily for housing and transportation policy items and varied implementation measures.

III. Response to Citizen and Council Comments

IV. Contract Reporting

- **AG-25-042:** Ventilation Power Cleaning, Inc.; 2025 Catch Basin Inspections and Data Collection Services; \$44,550.00
- **AG-25-045:** ABS Valuation; Property Valuation Services; \$5,450.00

V. Legislative Update

VI. Community Events

VII. Upcoming City Sponsored Events**[New Public Art Installation: "Nature's Repose" by Artist Melissa Cole](#)****October 25, 2025, 10:00 AM****[More Details](#)****VIII. Meetings Calendar****[Parks and Recreation Advisory Board Meeting \(hybrid meeting\)](#)****October 28, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom****[More Details](#)****[Climate Action Committee Meeting \(hybrid meeting\)](#)****November 4, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom****[More Details](#)****[Tree Board Meeting \(hybrid meeting\)](#)****November 5, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom****[More Details](#)****[Planning Commission Meeting \(hybrid meeting\)](#)****November 11, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom****[More Details](#)****[City Council Work Session \(hybrid meeting\)](#)****November 13, 2025, 6:00 PM - 7:00 PM City Hall and via Zoom****[More Details](#)****[City Council Regular Meeting \(hybrid meeting\)](#)****November 13, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom****[More Details](#)****[North King County Coalition on Homelessness](#)****November 20, 2025, 1:00 PM - 2:30 PM****[More Details](#)****[City Council Special Meeting \(hybrid meeting\)](#)****November 20, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom****[More Details](#)****[City Council Committee of the Whole Meeting \(hybrid meeting\)](#)****November 24, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom****[More Details](#)**

Parks and Recreation Advisory Board Meeting (hybrid meeting)

November 25, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

City Council Regular Meeting (hybrid meeting)

November 27, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)