



CITY OF LAKE FOREST PARK CITY COUNCIL BUDGET AND FINANCE COMMITTEE MEETING

Thursday, April 16, 2026 at 6:00 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/84030684281>

Call into Webinar: 253-215-8782 | Webinar ID: 840 3068 4281

The City Council Budget and Finance Committee is providing opportunities for public comment 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. Fill the form out and the Presiding Officer 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.

AGENDA

1. CALL TO ORDER: 6:00 P.M.
2. ADOPTION OF AGENDA
3. PUBLIC COMMENTS

The Committee will not be accepting online public comments. Comments are limited to a three (3) minute time limit.

This is an opportunity for the public to address the Committee on agenda items.

- Oral public comments are only accepted in person to ensure the orderly conduct of the meeting.
- Speakers are limited to three (3) minutes.
- Committee members may not respond during public comments, but may ask staff to follow up, if appropriate.

- Public comments may not be used to promote or oppose candidates for public office or ballot measures.

- The Chair or presiding officer may interrupt comments that violate these instructions, are unrelated to the agenda items, or otherwise hinder the orderly conduct of the meeting.

4. DIRECTOR'S REPORT

A. Budget Monitoring and Financial Update – March 2026

B. Capital Improvement Plan update

5. OLD BUSINESS

A. Continued discussion regarding City Financial Outlook and Budget Strategies

6. NEW BUSINESS

7. ADJOURN

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.

City of Lake Forest Park New Financial Report: March 2026

Fund No.	Fund Description	2025 Beginning Fund Balance	Revenue				Expenditures				Projected 2026 Ending Fund Balance
			2025-2026 Original Adopted Budget	2025-2026 Amended Revenue Budget	2025-2026 Actual Revenue Biennium to Date	Percentage of Amended Revenue Budget	2025-2026 Original Adopted Budget	2025-2026 Amended Expenditure Budget	2025-2026 Actual Expenditures Biennium to Date	Percentage of Amended Expenditure Budget	
001	General	\$ 10,316,028	\$ 26,110,787	\$ 26,597,143	\$ 16,531,020	62%	\$ 26,992,986	\$ 28,540,590	\$ 16,533,654	58%	\$ 8,372,582
002	Traffic Safety	\$ 42,682	\$ 8,000,000	\$ 8,000,000	\$ 3,476,723	43%	\$ 3,360,500	\$ 3,642,386	\$ 1,370,477	38%	\$ 4,400,296
101	Street	\$ 908,992	\$ 1,409,893	\$ 1,409,893	\$ 840,313	60%	\$ 2,048,751	\$ 2,179,751	\$ 988,384	45%	\$ 139,134
102	Council Contingency	\$ 811,257	\$ 44,000	\$ 44,000	\$ 41,945	95%	\$ -	\$ -	\$ -	0%	\$ 855,257
104	Transportation Benefit District	\$ 1,514,458	\$ 1,515,328	\$ 1,515,328	\$ 1,025,178	68%	\$ 804,809	\$ 804,809	\$ 402,097	50%	\$ 2,224,977
105	Budget Stabilization	\$ 354,761	\$ 18,500	\$ 18,500	\$ 21,129	114%	\$ -	\$ -	\$ -	0%	\$ 373,261
106	Strategic Opportunity	\$ 786,354	\$ 554,500	\$ 554,500	\$ 577,213	104%	\$ 530,000	\$ 530,000	\$ 413,650	78%	\$ 810,854
301	Capital Improvement	\$ 817,025	\$ 1,368,000	\$ 1,368,000	\$ 833,317	61%	\$ 951,431	\$ 1,291,431	\$ 387,619	30%	\$ 893,594
302	Transportation Capital	\$ 2,912,477	\$ 7,562,393	\$ 7,562,393	\$ 2,551,500	34%	\$ 8,720,311	\$ 9,020,311	\$ 1,326,634	15%	\$ 1,454,558
303	Facilities Capital	\$ 1,246,253	\$ 309,000	\$ 309,000	\$ 192,076	62%	\$ 945,000	\$ 945,000	\$ 161,640	17%	\$ 610,253
401	Sewer Utility	\$ 1,231,462	\$ 8,948,058	\$ 8,988,058	\$ 5,591,128	62%	\$ 8,901,291	\$ 9,023,291	\$ 5,514,303	61%	\$ 1,196,229
402	Sewer Capital	\$ 4,186,507	\$ 451,000	\$ 451,000	\$ 333,240	74%	\$ 3,074,000	\$ 3,074,000	\$ 240,872	8%	\$ 1,563,507
403	Surface Water Utility	\$ 1,548,380	\$ 3,813,071	\$ 3,813,071	\$ 2,335,409	61%	\$ 3,838,615	\$ 3,987,615	\$ 1,871,922	47%	\$ 1,373,835
404	Surface Water Capital	\$ 1,316,374	\$ 3,640,000	\$ 3,640,000	\$ 384,945	11%	\$ 3,160,000	\$ 3,293,000	\$ 912,509	28%	\$ 1,663,374
406	Sewer Bond Reserve	\$ 118,244	\$ 6,000	\$ 6,000	\$ 7,279	121%	\$ -	\$ -	\$ -	0%	\$ 124,244
407	PWTF Repayment	\$ 564,172	\$ 308,500	\$ 308,500	\$ 237,922	77%	\$ 242,805	\$ 242,805	\$ 241,607	100%	\$ 629,867
501	Vehicle/Equipment Replacment	\$ 1,386,228	\$ 397,562	\$ 567,448	\$ 663,204	117%	\$ 356,105	\$ 1,249,023	\$ 606,299	49%	\$ 704,653
502	Information Technology	\$ 241,337	\$ 450,198	\$ 450,198	\$ 315,655	70%	\$ 393,500	\$ 508,500	\$ 275,435	54%	\$ 183,035

Through March 2026

City of Lake Forest Park New Financial Report: March 2026

General Fund Departments	2025-2026	2025-2026	2025 Year to Date	2025-2026 Period		PTD
	Original Budget	Amended Budget	Actual	to Date Actual	2026 PTD Actual	Percentage
City Council	\$ 161,250	\$ 161,250	\$ 74,119	\$ 96,778	\$ 22,659	60.0%
Executive Department	\$ 1,421,000	\$ 1,636,500	\$ 764,503	\$ 974,230	\$ 209,727	59.5%
Legal Services	\$ 320,000	\$ 320,000	\$ 156,202	\$ 210,386	\$ 54,185	65.7%
Municipal Services Department	\$ 1,864,048	\$ 1,919,048	\$ 850,082	\$ 1,178,054	\$ 327,972	61.4%
<i>Elections Voter Costs</i>	\$ 118,000	\$ 118,000	\$ 55,598	\$ 133,410	\$ 77,812	113.1%
City Memberships	\$ 138,328	\$ 138,328	\$ 59,448	\$ 104,251	\$ 44,802	75.4%
Finance & Information Services	\$ 1,824,100	\$ 1,854,600	\$ 798,689	\$ 1,016,013	\$ 217,324	54.8%
<i>State Audit</i>	\$ 60,000	\$ 60,000	\$ 62,548	\$ 70,204	\$ 7,656	117.0%
Municipal Court	\$ 1,542,377	\$ 1,635,747	\$ 633,166	\$ 801,761	\$ 168,596	49.0%
Prosecutor & Public Defense	\$ 469,410	\$ 567,410	\$ 193,801	\$ 226,901	\$ 33,100	40.0%
Police Department	\$ 9,219,122	\$ 9,783,605	\$ 4,713,711	\$ 6,036,579	\$ 1,322,868	61.7%
Police Technology	\$ 54,000	\$ 54,000	\$ 17,108	\$ 19,736	\$ 2,628	36.5%
Crime Watch & Community Policing	\$ 10,000	\$ 10,000	\$ 7,505	\$ 7,505	\$ -	75.1%
Emergency Management	\$ 139,206	\$ 191,206	\$ 92,755	\$ 179,971	\$ 87,216	94.1%
Traffic Safety Cameras	\$ 1,683,797	\$ 1,683,797	\$ 706,939	\$ 831,555	\$ 124,617	49.4%
Dispatch Services	\$ 960,313	\$ 960,313	\$ 474,808	\$ 679,318	\$ 204,510	70.7%
Civil Service Commission	\$ 25,000	\$ 25,000	\$ 17,997	\$ 21,121	\$ 3,125	84.5%
Environmental Services	\$ 27,000	\$ 27,000	\$ 4,760	\$ 4,760	\$ -	17.6%
<i>Tree Accounts</i>	\$ 14,000	\$ 14,000	\$ 202	\$ 202	\$ -	1.4%
Detention Services	\$ 970,000	\$ 970,000	\$ 387,539	\$ 422,754	\$ 35,215	43.6%
Community Programs	\$ 907,470	\$ 912,220	\$ 414,969	\$ 518,109	\$ 103,140	56.8%
Public Health	\$ 9,200	\$ 9,200	\$ 3,936	\$ 4,856	\$ 920	52.8%
Community Development	\$ -					
Planning Department	\$ 2,134,000	\$ 2,285,500	\$ 1,139,581	\$ 1,310,735	\$ 171,154	57.4%
Building Department	\$ 585,550	\$ 585,550	\$ 256,871	\$ 314,340	\$ 57,468	53.7%
Parks Maintenance	\$ 690,433	\$ 776,433	\$ 273,104	\$ 345,080	\$ 71,976	44.4%
Facilities Maintenance	\$ 600,690	\$ 797,190	\$ 357,869	\$ 417,030	\$ 59,161	52.3%
Shared Services: 501, 502, 101	\$ 1,058,686	\$ 1,058,686	\$ 531,843	\$ 627,304	\$ 95,461	59.3%
Total General Fund Budget	\$ 26,992,980	\$ 28,540,583	\$ 13,049,652	\$ 16,552,942	\$ 3,503,290	58.0%

Through March 2026

Mar-26

62.5%

City of Lake Forest Park New Financial Report: March 2026

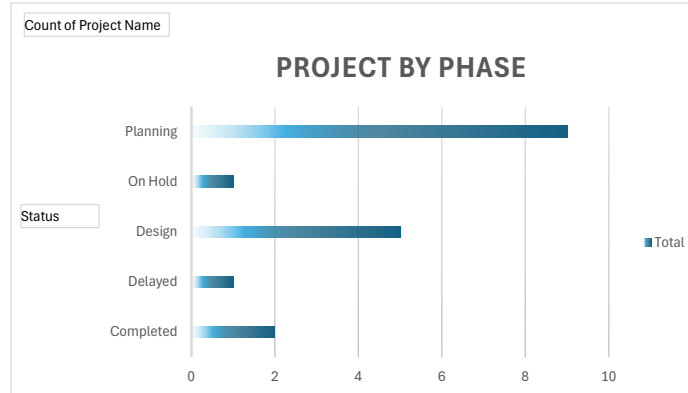
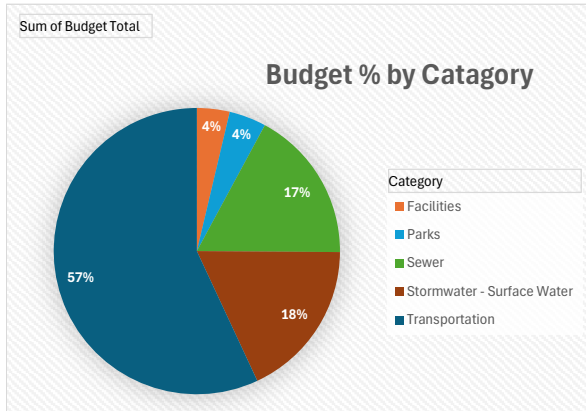
Funds	Original Budget	Amended Budget	2025 Year to Date Actual	2025-2026 YTD Actual	2026 YTD Actual	Percentage
Street Fund						
Street Maintenance	\$ 720,000.00	\$ 720,000.00	\$ 340,945.24	\$ 374,092.22	\$ 33,146.98	52.0%
Street Operations	\$ 934,351.00	\$ 1,065,351.00	\$ 318,395.29	\$ 425,805.60	\$ 107,410.31	40.0%
Internal Service/Transfers	\$ 394,400.00	\$ 394,400.00	\$ 166,151.92	\$ 188,485.92	\$ 22,334.00	47.8%
Sewer Utility Fund						
Sewer Operations	\$ 7,884,850.00	\$ 8,006,850.00	\$ 3,862,376.62	\$ 4,587,844.38	\$ 725,467.76	57%
Internal Service/Transfers	\$ 1,016,438.00	\$ 1,016,438.00	\$ 554,337.70	\$ 554,337.70	\$ -	55%
Surface Water Utility Fund						
Surface Water Utility Operations	\$ 3,021,243.00	\$ 3,170,243.00	\$ 1,578,406.79	\$ 1,742,356.01	\$ 163,949.22	55%
Internal Service/Transfers	\$ 817,371.00	\$ 817,371.00	\$ 393,641.39	\$ 393,641.39	\$ -	48%

Capital Improvement Projects Dashboard

Thursday, April 16, 2026

Total Projects 18
Total Budget \$ 17,846,131.00

DRAFT



Project Name	Overall Project Health	Project Phase	Target Completion Date	Budget Total	Budget Remaining	Project Manager	Status Notes	
Public Works Office Building	🟢	Green	Planning	12/31/2026	\$ 50,000.00	\$ 45,000.00	Nova Heaton	Building Maintenance and Repairs
Public Works Maintenance Shop	🟢	Green	Planning	12/31/2026	\$ 10,000.00	\$ 8,500.00	Nova Heaton	Building Maintenance and Repairs
37th Ave Sidewalk (LFP Elementary) - Design	🔴	Red	Design	12/31/2026	\$ -	\$ -	Katie Phillips	Working with Finance on funding for design
Master Plan - Existing Parks and Trail Systems (PROST)	🟡	Yellow	Planning	12/31/2026	\$ 30,000.00	\$ 30,000.00	Nova Heaton	Update for long term parks planning
Lakefront Park Development - Design	🟢	Green	Design	12/31/2026	\$ 500,000.00	\$ 414,174.68	Mark Hofman	Working through permitting
Pickleball Court Improvements (Horizon View)	🟢	Green	Design	12/31/2026	\$ 25,000.00	\$ 25,000.00	Cory Mattson	Gathering competitive bids for materials
Lakefront Park Development - Demolition	🟡	Yellow	Design	12/31/2026	\$ 192,131.00	\$ 192,131.00	Mark Hofman	Working through permitting
Annual Street Overlay Program	🟢	Green	Completed	12/31/2026	\$ 600,000.00	\$ 123,545.70	Mike Read	Projects completed in 2025, no projects in 2026
ADA Ramp Design and Construction	🟢	Green	Planning	12/31/2026	\$ 200,000.00	\$ 200,000.00	Mike Read	Projects completed in 2025, no projects in 2026
Guardrail Replacement (Design and Construction)	🟢	Green	Planning	12/31/2026	\$ 230,000.00	\$ 230,000.00	Mike Read	Putting together contract for competitive bid
Hamilin Road Handrail	🟢	Green	Completed	12/31/2026	\$ 20,000.00	\$ 3,610.00	Mike Read	Handrail Completed
Safe Streets Study (Traffic Calming)	🟢	Green	Planning	12/31/2026	\$ 100,000.00	\$ 83,600.00	Mike Read	Working with Traffic Calming Group on projects
SR 104 and 40th Pl. NE Roundabout	🟡	Yellow	Delayed	12/31/2026	\$ 9,012,000.00	\$ 6,807,527.19	Mike Read	Construction not yet started
City Hall Facilities	🟢	Green	Planning	12/31/2026	\$ 600,000.00	\$ 598,670.26	Nova Heaton	Building Maintenance and Repairs
Beach Drive Sewer Lift Stations - Design	🔴	Red	Planning	12/31/2026	\$ 500,000.00	\$ 277,483.89	Katie Phillips	Design underway, additional funding needed for 100% design
Beach Drive Sewer Lift Stations - Construction	🟡	Yellow	Planning	12/31/2026	\$ 2,574,000.00	\$ 2,574,000.00	Katie Phillips	Construction not scheduled for 2026
Material Bins	🔴	Red	On Hold	12/31/2026	\$ 133,000.00	\$ (313,451.79)	Rebecca Dickinson	Construction halted; Negative budget under review, left for discussion
Culvert L90 Replacement	🟡	Yellow	Design	12/31/2026	\$ 3,070,000.00	\$ 3,070,000.00	Katie Phillips	Working on traffic calming at the intersection, anticipate additional construction funding needed

- 🟢 On Track = On schedule + Fully funded
- 🟡 At Risk = Minor delays or Funding gaps
- 🔴 Off Track = Funding issues or Significant delay

Budget & Finance: April 2026

City of Lake Forest Park

Completed

Reserve Policy
Update

Goals

for

4/16

B&F

Meeting

:

Budget
Stabilization

Strategic
Opportunity

Unallocated GF
Fund Balance

Goal
for
4/20
COW
Meeting
:

NEXT STEPS

- Continued Financial Challenge Discussion