



CITY OF LAKE FOREST PARK CITY COUNCIL REGULAR MEETING

Thursday, February 13, 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:

Please note, this link works for both the Work Session (6:00 p.m.) and Regular Meeting (7:00 p.m.).

Join Zoom Webinar: <https://us06web.zoom.us/j/87091829890>
Call into Webinar: 253-215-8782 | Webinar ID: 870 9182 9890

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.

AMENDED

AGENDA

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

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 February 2025 as Black History Month
- B.** Proclamation Recognizing Day of Remembrance 2025

6. **PRESENTATIONS**

- A.** Swearing in of new Lake Forest Park Police Officer Michael Rizk

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.** January 16, 2025 Budget & Finance Committee Meeting Minutes
- B.** January 23, 2025 Committee of the Whole Special Meeting Notes
- C.** January 23, 2025 City Council Regular Meeting Minutes
- D.** February 6, 2025 City Council Special Meeting Minutes
- E.** City Expenditures for the Period Ending 2/13/2025
- F.** Resolution 25-2006/Authorizing the Mayor to Sign an Agreement with Hopestream Community for Substance Abuse Education, Support, and Resources for Calendar Years 2025-2026

8. **ORDINANCES AND RESOLUTIONS FOR ACTION**

- A. Resolution 25-1997/Adopting the Capital Improvement Plan for 2025-2030
- B. Resolution 25-2004/Declaring Certain Assets as Surplus for Disposition Through Direct Sale or Public Auction

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. AMENDED - EXECUTIVE SESSION – Performance of a public employee per RCW 42.30.110(1)(g)

13. ADJOURN

FUTURE SCHEDULE

- Monday, February 17, 2025 – President’s Day, City Hall closed
- Thursday, February 20, 2025, 6:00 p.m. Budget & Finance Committee Meeting – *hybrid meeting (City Hall and via Zoom)*
- Monday, February 25, 2025, 6:00 p.m. Committee of the Whole Meeting – *hybrid meeting (City Hall and via Zoom)*
- Thursday, February 27, 2025, 7:00 p.m. City Council Regular Meeting – *hybrid meeting (City Hall and via Zoom)*

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, each year, Black History Month is observed in February; and

WHEREAS, the origins of Black History Month date back to 1915 when Dr. Carter G. Woodson founded the organization known today as the Association for the Study of African American Life and History; and

WHEREAS, observing Black History Month provides opportunities to gain a deeper understanding of African American history and acknowledge the centuries of struggles for equality and freedom; and

WHEREAS, Black History Month also celebrates the achievements and contributions that African Americans have made in shaping our country, society, and communities; and

WHEREAS, every year, the Association for the Study of African American Life and History sets a theme for Black History Month, and the theme for 2025 is “African Americans and Labor;” and

WHEREAS, this year’s Black History Month theme is a call to everyone to study the various and profound ways that work and working of all kinds – free and unfree, skilled and unskilled, vocational and voluntary – intersect with the collective experiences of Black people; and

WHEREAS, to participate in observing Black History Month, those interested can visit www.asalh.org to learn more about the origins of the month, this year’s theme, and African American history.

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

BLACK HISTORY MONTH

in the City of Lake Forest Park, and urge all citizens to join in this special observance.

Signed this 13th day of February 2024

Thomas French, Mayor



PROCLAMATION

WHEREAS, on February 19, 1942, President Franklin D. Roosevelt issued Executive Order 9066, which authorized the United States military to forcibly remove and incarcerate more than 120,000 persons of Japanese ancestry from the West Coast, including 12,000 Japanese American residents of Washington State; and

WHEREAS, the first civilian evacuation order gave Japanese Americans from Bainbridge Island less than one week to leave behind homes, personal belongings, farms, businesses, friends, and family and report to hastily constructed detention centers like Camp Harmony on the grounds of the Washington State fair in Puyallup; and

WHEREAS, this drastic course of action allegedly aimed to prevent acts of espionage and sabotage by Japanese Americans who were deemed untrustworthy and disloyal to the United States; and

WHEREAS, on March 23, 1943, the War Department organized a segregated unit of Japanese Americans, many of whom reported for military duty from the concentration camps surrounded by barbed wire in which they and their families were detained; and

WHEREAS, more than 12,000 volunteers responded to questions about their loyalty and patriotism by amassing a battle record unparalleled in the United States military history with a casualty rate of 314% and earning a collective 7 Presidential Unit Citations, 21 Medals of Honor, 29 Distinguished Service Crosses, 1 Distinguished Service Medal, 588 Silver Stars, more than 4,000 Bronze Stars, 22 Legion of Merit Medals, 145 Soldier's Medals, 9,486 Purple Hearts, 1 decoration from France and Italy, and, in 2010, the Congressional Gold Medal; and

WHEREAS, in 1982, the Congressional commission on wartime relocation and internment of civilians found "no military or security reason for the internment" of persons of Japanese ancestry, but determined the cause of the incarceration as "racial prejudice, war hysteria, and a failure of political leadership"; and

WHEREAS, through this travesty of justice, Japanese Americans suffered immense economic loss of property and assets, immeasurable physical and psychological harm, and were deprived of their constitutional liberties without due process of law; and

WHEREAS, in 1979, Washington State Congressman Mike Lowry introduced H.R. 5977 to provide reparations and an apology to the Japanese American incarcerated, thus initiating a ten-year legislative quest that ended when President Ronald Reagan signed the Civil Liberties Act of 1988; and

WHEREAS, throughout Washington State, the last remaining survivors of the European and Asian Pacific battlefields of World War II and of American incarceration camps live their golden years in quiet contrast to their extraordinary acts of conscience and valor while all of America continues to benefit from their heroic patriotism.

WHEREAS, while there were no Japanese or Japanese American residents in the original Lake Forest Park development due to restrictive racial covenants, there were several families of Japanese descent within the current Lake Forest Park city limits who were relocated;

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park pause to acknowledge the anniversary of the signing of Executive Order 9066; to recognize and remember Japanese American veterans, incarcerated, and civil rights activists from the State of Washington, and to honor the lessons and blessings of liberty and justice for all and to proclaim February 19, 2025, as

DAY OF REMEMBRANCE

in the City of Lake Forest Park, and we urge all citizens to join us in this special observance.

Signed this 13th day of February 2024

Thomas French, Mayor

**CITY OF LAKE FOREST PARK
BUDGET AND FINANCE COMMITTEE MEETING MINUTES
January 16, 2025**

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

Budget & Finance Committee members present: Jon Lebo, Chair; Semra Riddle, Vice Chair (via Zoom); Paula Goode

Other Councilmembers present: Tracy Furutani

Other Councilmembers absent: Lori Bodi, Larry Goldman, Ellyn Saunders

Staff present: Phillip Hill, City Administrator; Lindsey Vaughn, Finance Director; Mike Harden, Police Chief; Matt McLean, City Clerk; Jessica Halterman, Deputy City Clerk

Others present: No visitors

CALL TO ORDER

Chair Lebo called the January 16, 2025, Budget and Finance Committee meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

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

CITIZEN COMMENTS

There was no one in the audience wishing to speak.

NEW BUSINESS

Discussion on Fleet Management

Chair Lebo opened a discussion on Fleet Management. Administrator Hill and Director Vaughn were available to respond to Committee questions.

ADJOURNMENT

There being no further business, Chair Lebo adjourned the meeting at 6:45 p.m.

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Jon Lebo, Chair

Matt McLean, City Clerk

DRAFT

**CITY OF LAKE FOREST PARK
COUNCIL COMMITTEE OF THE WHOLE SPECIAL MEETING NOTES
January 23, 2025**

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

Councilmembers present: Tracy Furutani, Vice Chair; Lorri Bodi, Deputy Mayor (via Zoom); Larry Goldman, Paula Goode, John Lebo, Semra Riddle

Councilmembers absent: Ellyn Saunders

Staff present: Tom French, Mayor; Phillip Hill, City Administrator; Lindsey Vaughn, Finance Director; Mark Hofman, Community Development Director; Matt McLean, City Clerk

Others present: 1 visitor

CALL TO ORDER

Vice Chair Furutani called the January 23, 2025, Committee of the Whole meeting to order at 6:00 p.m.

DISCUSSION ITEMS

Topic for Council Retreat

Vice Chair Furutani opened a discussion on potential topics for the March 1, 2025, Council Retreat.

Cmbr. Lebo arrived at 6:05 p.m.

The Committee reviewed the Council 2025-2026 goals from the last Council Retreat with input from staff on the progress towards meeting those goals.

Further discussion will occur at the next Work Session meeting to discuss suggestions for the 2025 retreat.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:47 p.m.

Tracy Furutani, Council Vice Chair

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Matt McLean, City Clerk

DRAFT

**CITY OF LAKE FOREST PARK
CITY COUNCIL REGULAR MEETING MINUTES
January 23, 2025**

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

Councilmembers present: Lorri Bodi, Deputy Mayor (via Zoom); Tracy Furutani, Vice Chair; Paula Goode, Larry Goldman, Jon Lebo, Semra Riddle

Councilmembers absent: Ellyn Saunders

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

Others present: Chelsea Benning with Olympic Research & Strategy
6 visitors

CALL TO ORDER

Mayor French called the January 23, 2025, City Council regular meeting to order at 7:00 p.m.

FLAG SALUTE

Cmbr. Furutani led the Pledge of Allegiance.

ADOPTION OF AGENDA

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

PUBLIC COMMENTS

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

PRESENTATIONS

Community Survey Results

Chelsea Benning with Olympic Research & Strategy gave a brief presentation and responded to Council questions.

1 **CONSENT CALENDAR**

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

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- A. January 9, 2025, City Council Work Session Minutes
- B. January 9, 2025, City Council Meeting Minutes
- C. Pre-Paid Accounts Payable dated 12/31/2024 Claim Fund Check Nos. 87195 through 87281 in the amount of \$579,270.69, an Accounts Payable dated 1/17/2025 Claim Fund Check Nos 87156 through 87192 in the amount of \$175,413.13, a void Check No 87193, an Accounts Payable dated 1/23/2025 Claim Fund Check No 87194 in the amount of \$29,232.50, a 12/23/2024 Payroll Fund ACH transaction in the amount of \$177,180.16 and a 1/8/2025 Direct Deposit transaction in the amount of \$192,792.22. Additional approved transactions: Elavon, \$639.44; Invoice Cloud, \$1,409.45; State of Washington, \$14,910.00; Wex Bank – Chevron, \$39.94. Total approved claim fund transactions: \$1,170,887.53.
- D. Resolution 25-1998/Authorizing the Mayor to Sign an Interlocal Agreement with the City of Shoreline to Provide an After-School Program, “Hang Time”, for Kellogg Middle School for the Calendar Years 2025-2026
- E. Resolution 25-1999/Authorizing the Mayor to Sign an Agreement with Sound Generations of Seattle-King County for the Shoreline/Lake Forest Park Senior Center for Calendar Years 2025-2026
- F. Resolution 25-2000/Authorizing the Mayor to Sign an Agreement with Center for Human Services for Substance Abuse and Mental Health Counseling and Treatment for Calendar years 2025-2026
- G. Resolution 25-2001/Authorizing the Mayor to Sign an Agreement with The Friends of Third Place Commons for Calendar Years 2025-2026
- H. Resolution 25-2002/Authorizing the Mayor to Sign an Agreement with ShoreLake Arts for Calendar Years 2025-2026
- I. Resolution 25-2003/Authorizing the Mayor to Sign an Agreement with the Shoreline Historical Museum for Calendar Years 2025-2026

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33 **RESOLUTIONS FOR INTRODUCTION/REFERRAL**

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RESOLUTION 25-2004/Declaring Certain Assets as Surplus for Disposition Through Direct Sale or Public Auction

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Administrator Hill gave a brief presentation and responded to questions.
This will be brought back at a future meeting.

1 **RESOLUTION 25-2005/Authorizing the Mayor to Sign an Agreement with PrintWest, Inc. for**
2 **Quarterly Newsletter Printing and Mailing Services**

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4 City Clerk McLean gave a brief presentation and responded to questions.

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6 Council would like to move forward with a one-year contract and then advertise a Request for
7 Proposals.

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9 The one-year contract amount falls beneath the Mayor’s signing authority. No Council action
10 now required.

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12 **COUNCIL DISCUSSION AND ACTION**

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14 ***Update on Funding for the 40th Place Roundabout***

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

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18 **Cmbr. Lebo moved** to allocate \$660,000.00 from the Traffic Safety Fund (002) to the 40th
19 Place Roundabout Project. **Cmbr. Furutani seconded. The motion to allocate funds**
20 **carried unanimously.**

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22 **OTHER BUSINESS**

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24 **Cmbr. Furutani moved** to excuse Cmbr. Saunders. **Cmbr. Riddle seconded. The motion**
25 **carried with Cmbr. Riddle dissenting.**

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27 **COUNCILMEMBER/MAYOR/CITY ADMINISTRATOR REPORTS**

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29 Councilmembers reported on meetings they had attended.

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31 Mayor French gave a brief report.

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33 Director Vaughn informed the Council of the 0.1 FTE increase for the Municipal Court Probation
34 Officer. Council agreed to let the increase ride and evaluate where the City stands at the mid-
35 biennium.

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37 **EXECUTIVE SESSION – Potential Litigation pursuant to RCW42.30.110(1)(i)**

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39 The City Council went into an Executive Session at 8:25 p.m. for approximately 15 minutes to
40 discuss Potential Litigation pursuant to RCW42.30.110(1)(i).

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42 The Executive Session was extended for 5 minutes.

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44 The Council returned from the Executive Session at 8:45 p.m. No announcements were made,

1 and no action was taken.

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4 **ADJOURNMENT**

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

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11 Tom French, Mayor

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16 Matt McLean, City Clerk

DRAFT

CITY OF LAKE FOREST PARK
CITY COUNCIL SPECIAL MEETING NOTES
February 6, 2025

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

Councilmembers present (via Zoom): Lorri Bodi, Deputy Mayor; Tracy Furutani, Vice Chair; Larry Goldman, Paula Goode, John Lebo, Semra Riddle, and Ellyn Saunders

Staff present (via Zoom): Tom French, Mayor; Phillip Hill, City Administrator; Kim Adams Pratt, City Attorney; Shannon Moore, Human Resources Director; Matt McLean, City Clerk

Others present: No other visitors

CALL TO ORDER

Mayor French called the February 6, 2025, special meeting to order at 8:00 a.m.

ADOPTION OF THE AGENDA

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

ITEMS FOR DISCUSSION, CONSIDERATION, AND/OR ACTION

Executive Session – Performance of a public employee per RCW 42.30.110(1)(g)

Mayor French announced they would be going into executive session for 60 minutes. No further action would be taken.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:05 a.m.

Thomas French, Mayor

Matt McLean, City Clerk

City of Lake Forest Park
SORTED TRANSACTION CHECK REGISTER
2/13/25

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 1/24/25 CLAIM FUND Check No. 87282 in the amount of \$6,808.99, an Accounts Payable Dated 2/13/25 CLAIM FUND Check Nos 87283 through 87342 in the amount of \$457,114.49, a 1/8/25 PAYROLL FUND ACH transaction in the amount of \$210,346.11 and an 1/8/25 DIRECT DEPOSIT transaction in the amount of \$201,597.47, are approved for payment this 13th day of February 2025.

Additional approved transactions are:

- ACH transaction Elavon in the amount of \$892.49
- ACH transaction State of Washington in the amount of \$10,089.31
- ACH transaction State of Washington in the amount of \$1,540.80
- ACH transaction US Bank Credit Card in the amount of \$33,341.73

Total approved claim fund transactions: \$921,731.39

City Clerk

Mayor

Finance Committee

Bank Reconciliation

Checks by Date

User: tbaker@cityofflp.gov
Printed: 02/07/2025 - 1:54PM
Cleared and Not Cleared Checks

Section 7, Item E.



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
87282	1/24/2025	Mairos Inc		AP		6,808.99
Total Check Count:						1
Total Check Amount:						6,808.99

Bank Reconciliation

Checks by Date

User: tbaker@cityofflp.gov
 Printed: 02/07/2025 - 1:43PM
 Cleared and Not Cleared Checks



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	2/13/2025	Elavon		AP		892.49
0	2/13/2025	State of Washington		AP		10,089.31
0	2/13/2025	State of Washington		AP		1,540.80
87283	2/13/2025	AARD Pest Control, Inc		AP		109.20
87284	2/13/2025	American Traffic Solutions Inc.		AP		83,369.00
87285	2/13/2025	Anthony Carl Basler		AP		385.00
87286	2/13/2025	Brown Bear Car Wash		AP		24.00
87287	2/13/2025	Cadman Materials, Inc.		AP		308.15
87288	2/13/2025	Calportland Company		AP		138.96
87289	2/13/2025	Cintas First Aid & Safety		AP		180.80
87290	2/13/2025	Code Publishing Company		AP		308.29
87291	2/13/2025	George Coleman		AP		1,053.51
87292	2/13/2025	Conсор North America, Inc.		AP		12,533.82
87293	2/13/2025	DataQuest, LLC		AP		68.50
87294	2/13/2025	Richard David		AP		162.18
87295	2/13/2025	Defense Technology LLC		AP		700.00
87296	2/13/2025	EASL, Inc		AP		8,000.00
87297	2/13/2025	Evermark, LLC		AP		58.91
87298	2/13/2025	FBI-LEEDA		AP		50.00
87299	2/13/2025	Frontline Public Safety Solutions		AP		900.00
87300	2/13/2025	Galls, LLC		AP		782.28
87301	2/13/2025	Janet Goodright		AP		3.06
87302	2/13/2025	Gordon Thomas Honeywell Gov't. Affa		AP		3,245.00
87303	2/13/2025	International Association of Chiefs of P		AP		220.00
87304	2/13/2025	Jet City Printing, Inc.		AP		737.91
87305	2/13/2025	Johnson Controls		AP		4,013.25
87306	2/13/2025	Sunjin Kim and Timothy Hankins		AP		37.30
87307	2/13/2025	King County Dept of Natural Resources		AP		700.00
87308	2/13/2025	King County Finance		AP		27,053.54
87309	2/13/2025	King County Finance & Business		AP		238,598.32
87310	2/13/2025	Ron and Cindy Lake		AP		55.72
87311	2/13/2025	Legend Data Systems, Inc.		AP		115.82
87312	2/13/2025	Marianne Marchand		AP		3.06
87313	2/13/2025	Michel Galley		AP		55.00
87314	2/13/2025	Milne Electric Inc		AP		651.87
87315	2/13/2025	Navia Benefit Solutions		AP		300.00
87316	2/13/2025	Northshore Utility District		AP		172.63
87317	2/13/2025	Office Depot, Inc.		AP		78.28
87318	2/13/2025	Pacific Office Automation		AP		690.26
87319	2/13/2025	Pat's Trees & Landscape Inc.		AP		9,114.92
87320	2/13/2025	Peerless Network, Inc		AP		1,040.15
87321	2/13/2025	Oxana Pickeral		AP		126.99
87322	2/13/2025	Printwest, Inc.		AP		1,540.71
87323	2/13/2025	Puget Sound Clean Air Agency		AP		13,884.00
87324	2/13/2025	Puget Sound Energy		AP		135.08
87325	2/13/2025	Ricoh USA, Inc		AP		288.93

Check No	Check Date	Name	Comment	Module	Clear Date	
87326	2/13/2025	Hua Robinson		AP		140.00
87327	2/13/2025	RW Lockwood Construction Inc		AP		34,207.98
87328	2/13/2025	San Diego Police Equipment		AP		982.99
87329	2/13/2025	SCJ Alliance		AP		2,574.25
87330	2/13/2025	Seattle Public Utilities		AP		3,147.72
87331	2/13/2025	Utilities Underground Location Ctr.		AP		55.35
87332	2/13/2025	Verizon Wireless		AP		3,120.60
87333	2/13/2025	Washington Law Enforcement and Recc		AP		100.00
87334	2/13/2025	Washington State Department of Licens		AP		198.00
87335	2/13/2025	Washington State Patrol		AP		129.00
87336	2/13/2025	Westlake Hardware WA-153		AP		9.20
87337	2/13/2025	Eduardo Zaldibar		AP		175.00
87338	2/13/2025	Above and Beyond Painting & Remode		AP		80.00
87339	2/13/2025	BT Contracting LLC		AP		40.00
87340	2/13/2025	Oasis Sex Therapy PLLC		AP		40.00
87341	2/13/2025	Tatva Arts LLC		AP		40.00
87342	2/13/2025	Tekline Roofing LLC		AP		80.00
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						Total Check Count: 63
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						Total Check Amount: 469,637.09
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Accounts Payable

Checks by Date - Summary by Check Date

User: tandrus@cityofflp.gov
 Printed: 1/21/2025 11:42 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	LEOFFTR	LEOFF TRUST	01/08/2025	2,099.74
ACH	NAVIA	Navia Benefit Solutions, Inc.	01/08/2025	8,113.06
ACH	NAVIAFSA	Navia - FSA	01/08/2025	112.50
ACH	NAVIAHRA	Navia - HRA	01/08/2025	12,650.00
ACH	PFLTRUST	LFP PFL Trust Account	01/08/2025	2,583.79
ACH	TEAMDR	National D.R.I.V.E.	01/08/2025	4.45
ACH	Z401AL	Vantagepoint Transfer Agents-107084 ICM	01/08/2025	1,688.53
ACH	Z457	Vantagepoint Transfer Agents-304508 ICM	01/08/2025	10,095.13
ACH	ZAWC	AWC	01/08/2025	42,908.49
ACH	ZDREAHE	Dream Ahead	01/08/2025	100.00
ACH	ZEMPSEC	Employment Security Dept.	01/08/2025	545.92
ACH	ZEMPWACA	Wa.Cares Tax	01/08/2025	859.59
ACH	ZGUILD	LFP Employee Guild	01/08/2025	975.00
ACH	ZICMA	Vantagepoint Transfer Agents-107084 ICM	01/08/2025	33,044.20
ACH	ZL&I	Washington State Department of Labor & I	01/08/2025	7,695.38
ACH	ZLEOFF	Law Enforcement Retirement	01/08/2025	17,610.10
ACH	ZLFPIRS	Lake Forest Park/IRS	01/08/2025	37,644.40
ACH	ZPERS	Public Employees Retirement	01/08/2025	21,754.23
ACH	ZTEAM	Teamsters Local Union #117	01/08/2025	252.72
ACH	ZWATWT	Washington Teamsters Welfare Trust	01/08/2025	9,608.88
Total for 1/8/2025:				210,346.11
Report Total (20 checks):				210,346.11

Bank Reconciliation

Checks by Date

User: tbaker@cityofflp.gov
Printed: 02/07/2025 - 2:02PM
Cleared and Not Cleared Checks

Section 7, Item E.



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	2/7/2025		DD 00507.02.2025	PR		201,597.47
Total Check Count:						1
Total Check Amount:						201,597.47

Accounts Payable

Checks by Date - Summary by Check Date

User: tbaker@cityofflp.gov
 Printed: 2/7/2025 3:35 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
122403791	ALBERTSO	Albertsons	01/09/2025	40.73
122403792	GFSEVENT	GFS Events	01/09/2025	78.32
122406311	DOLLARTR	Dollar Tree	01/09/2025	35.67
122406312	DANCKITC	Dancing Kitchen	01/09/2025	3,563.62
122406313	AMAZON	Amazon	01/09/2025	7.72
122406314	COSTCO	Costco Warehouse	01/09/2025	144.54
122406315	STAPLES	Staples Advantage	01/09/2025	5.30
122406316	STARBUCK	Starbucks Store #373	01/09/2025	8.19
122409381	DOL	Vehicle Washington State Department of Li	01/09/2025	10.25
122427511	ADOBE	Adobe Inc.	01/09/2025	496.17
122427512	AMAZON	Amazon	01/09/2025	11.11
122427513	AMAZON	Amazon	01/09/2025	106.86
122427514	AMAZON	Amazon	01/09/2025	20.95
122427515	WASABI	Wasabi Technologies, Inc	01/09/2025	34.18
122427516	ADOBE	Adobe Inc.	01/09/2025	496.17
122427881	NORTHCIT	North City Water District	01/09/2025	71.52
122427882	NORTHCIT	North City Water District	01/09/2025	157.94
122427883	NORTHCIT	North City Water District	01/09/2025	668.19
122427884	NORTHCIT	North City Water District	01/09/2025	72.45
122427885	SOUNDSEC	Sound Security Inc. (Sonitrol)	01/09/2025	362.61
122427886	SEALIGHT	Seattle City Light	01/09/2025	35.57
122427887	SEALIGHT	Seattle City Light	01/09/2025	3,229.22
122427888	SEALIGHT	Seattle City Light	01/09/2025	523.70
122427889	SEALIGHT	Seattle City Light	01/09/2025	16.90
122457001	MCAULIFF	McAuliffe's Valley Nursery	01/09/2025	201.75
122457002	URBAN&CC	Urban & Community Forestry Society	01/09/2025	2,400.00
122468881	AMAZON	Amazon	01/09/2025	536.02
122468882	GALLS	Galls, LLC	01/09/2025	407.63
122468883	SETON	Seton	01/09/2025	294.92
122468884	NORAMRES	North American Rescue, LLC	01/09/2025	1,458.79
122468885	ASSPROSA	Association of Prosecuting Attorneys	01/09/2025	390.00
122468886	GALLS	Galls, LLC	01/09/2025	105.77
122478810	GOODTOGC	Good To Go	01/09/2025	4.00
122478811	SOUNDSEC	Sound Security Inc. (Sonitrol)	01/09/2025	1,951.89
122478812	INTEGPHN	Integra Telecom, Inc.	01/09/2025	897.05
122478813	SEALIGHT	Seattle City Light	01/09/2025	18.82
122478814	SEALIGHT	Seattle City Light	01/09/2025	38.33
122478815	SMARSH	Smarsh	01/09/2025	2,471.32
122478816	NWCASCA	Northwest Cascade, Inc.	01/09/2025	439.07
122478817	NWCASCA	Northwest Cascade, Inc.	01/09/2025	526.11
122478818	NWCASCA	Northwest Cascade, Inc.	01/09/2025	185.05
122478819	SEATIMEA	The Seattle Times	01/09/2025	2,825.50
122478820	STERICYL	Stericycle, Inc.	01/09/2025	20.72
122478821	VERIZWIR	Verizon Wireless	01/09/2025	3,156.04
122489531	LEMERIDT	Le Meridien Tampa	01/09/2025	250.52
122489532	AMAZON	Amazon	01/09/2025	44.58
122489533	AMAZON	Amazon	01/09/2025	15.42

Check No	Vendor No	Vendor Name	Check Date	
122489534	AMAZON	Amazon	01/09/2025	28.62
122489535	AMAZON	Amazon	01/09/2025	201.04
122489536	AMAZON	Amazon	01/09/2025	38.68
122489537	AMAZON	Amazon	01/09/2025	121.32
122491510	SYMBOLA	Symbol Arts, LLC	01/09/2025	159.94
122491511	PRIMARYA	Primary Arms	01/09/2025	11.10
122491512	TRUPANIO	Trupanion	01/09/2025	114.38
122491513	SYMBOLA	Symbol Arts, LLC	01/09/2025	1,873.45
122491514	CRYEPREC	Crye Precision LLC	01/09/2025	99.65
122496351	APPLE	Apple Corp	01/09/2025	110.29
122496352	PADDLE	Paddle.net	01/09/2025	59.99
122499151	LOWES	Lowe's Company, Inc.	01/09/2025	352.18
122499152	BROWNEL	Brownells, Inc.	01/09/2025	155.49
122499153	AMAZON	Amazon	01/09/2025	46.30
122499154	AMAZON	Amazon	01/09/2025	116.40
122499155	SYMBOLA	Symbol Arts, LLC	01/09/2025	149.23
122499156	EAGLEENG	Eagle Engraving, Inc	01/09/2025	227.55
122499157	TEAMWENI	Team Wendy	01/09/2025	41.31
122499158	MANTLE	Mantle Clothing, LLC	01/09/2025	275.00
122499159	SYMBOLA	Symbol Arts, LLC	01/09/2025	322.63
Total for 1/9/2025:				33,341.73
Report Total (67 checks):				33,341.73



CITY OF LAKE FOREST PARK CITY COUNCIL AGENDA COVER SHEET

Meeting Date February 13, 2025

Originating Department Community Development Department

Contact Person Cory Mattson, Community Programs Planner

Title Resolution 25-2006/Authorizing the Mayor to Sign an Agreement with Hopestream Community for Substance Abuse Education, Support, and Resources for Calendar Years 2025-2026

Legislative History

- First Presentation August 5, 2024 City Council Special Meeting
- Second Presentation Included in the 2025-2026 Biennial Budget
- Action Budget Adopted at City Council Meeting 11/14/2024
- Agreement Authorization February 13, 2025

Attachments:

1. Resolution 25-2006/Authorizing the Mayor to Sign an Agreement with Hopestream Community for Substance Abuse Education, Support, and Resources for Calendar Years 2025-2026
2. Agreement with Hopestream Community for 2025-2026
3. Exhibits A through C for Agreement

Executive Summary

In the 2025-2026 biennial budget, the City Council allocated \$10,000 per year to Hopestream Community. The funding from the City will allow Hopestream to provide remediation services for opioid addictions in the community.

Background

Hopestream is a non-profit whose aim is to create safer, healthier communities by supporting and empowering families to make positive changes when they're impacted by a child's substance misuse.

They will provide families with knowledge, support and resources to assist them with battling substance abuse, especially with opioids. They will use the funding to create education and outreach programs including:

- Distribute and provide proper training for Naloxone to reverse opioid overdoses
- Assist with medication-assisted treatment resources
- Prevention programs
- Provide resources to families in the local community

Fiscal & Policy Implications

The City has allocated funds received from Opioid Settlement to Hopestream. These are restricted funds which must be used for approved remediation uses under the settlement agreement.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none">• Approve	Hopestream Community will be able to connect LFP residents to resources and support as needed
<ul style="list-style-type: none">• Not Approve	Less funding for Hopestream Community will result in fewer connections to resources for LFP residents

Staff Recommendation

Review and approve Resolution 25-2006 authorizing the Mayor to sign a contract with Hopestream Community for calendar years 2025-2026.

RESOLUTION NO. 25-2006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH HOPESTREAM COMMUNITY FOR SUBSTANCE ABUSE EDUCATION, SUPPORT, AND RESOURCES FOR CALENDAR YEARS 2025-2026

WHEREAS, the City recognizes the value of providing education, support, and resources to residents struggling with substance abuse issues; and

WHEREAS, the City has determined the need to support basic human services in the community; and

WHEREAS, accidental overdoses are the number one cause of accidental death for people under 40; and

WHEREAS, there is a specific need to support the parents and caregivers of teens and young adults struggling with substance abuse issues; and

WHEREAS, the City desires to contract with Hopestream Community that can provide such services; and

WHEREAS, Hopestream Community is qualified and willing to undertake the aforementioned services, consistent with all requirements of State law and City ordinances and regulations as provided for herein.

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

Section 1. AUTHORIZATION. The Mayor is authorized to sign the agreement attached hereto as Attachment 1 with Hopestream Community for calendar years 2025-2026.

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 13th day of February 2025.

APPROVED:

Tom French
Mayor

ATTEST/AUTHENTICATED:

Matthew McLean
City Clerk

FILED WITH THE CITY CLERK: January 28, 2025
PASSED BY THE CITY COUNCIL: February 13, 2025
RESOLUTION NO.: 25-2006



Agency: Hopestream Community	Federal ID No. 23-7082323
Contract Dates: January 1, 2025-December 31, 2026	Funding Source: Opioid Settlement Funds

AGENCY SERVICES AGREEMENT

THIS Agency Services Agreement (the “Agreement”) constitutes the entire agreement between the City of Lake Forest Park, a municipal corporation of the State of Washington (hereinafter referred to as “the City,”) and Hopestream Community, a 501(C)3 non-profit corporation (hereinafter referred to as “the Agency.”) The term of this Agreement is January 1, 2025 - December 31, 2026.

WHEREAS, the City has determined the need for certain human services for its residents and has allocated funds for this purpose; and

WHEREAS, the City has obtained funds to help with the opioid crisis from settlements with major drug manufacturers and distributors; and

WHEREAS, the City desires to contract with the Agency to provide services as described within this Agreement; and

WHEREAS, the Agency is qualified and willing to undertake the aforementioned eligible services, consistent with all requirements of State law and City ordinances and regulations as provided for herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is hereby agreed upon between both parties as follows:

ARTICLE I

Services and Responsibilities of the Agency

- 1.1 **Basic Services:** The Agency will provide support to parents of teens and young adults struggling with substance abuse issues through community support, education, and connection to resources. The services are specifically identified in Exhibits A and B (the “Project” or “Services”).
- 1.2 **Additional Services:** The Agency may be requested in writing to perform additional or follow-up work to complete this Project in addition to the basic services described in the Scope of Work, Exhibit A. Additional services must be authorized in a written addendum to this Agreement executed by both parties.
- 1.3 **Notice Affecting Performance:** The Agency shall notify the City’s representative of any matters affecting the eligibility of the Agency to continue to perform Services purchased through this Agreement immediately after the Agency’s discovery of the same.
- 1.4 **Quality of Performance:** The Agency shall be responsible for the quality and suitability of the human services provided. The City shall judge the adequacy and efficiency of the Services provided, the sufficiency of records, and the result produced. If during the course of this Agreement the Services

rendered do not produce the desired results, the Agency shall take such corrective action as the City may require. Failure to promptly take such actions reasonably required by the City shall be material breach of the Agreement and be cause for termination.

ARTICLE II

Responsibilities of the City

- 2.1 The City’s representative for this Contract shall be the Community Program Planner or a designee. All official communication shall be made through the Community Program Planner or his or her designated representative(s).
- 2.2. The City shall provide the Agency with complete information available and disclosable by the City in order that the Agency may carry out the Scope of Work in Exhibit A.

ARTICLE III

The Agency’s Fees and Payments

- 3.1 The City shall compensate the Agency for satisfactorily providing the Services identified in the Scope of Work, Exhibit A, up to a maximum total compensation not to exceed \$10,000 per year to be applied to the costs in order to provide those, especially for the residents of Lake Forest Park. The total compensation shall remain constant throughout the Project unless there is a change in the basic services as described in Section 1.2
- 3.2 Fees for any additional services will be negotiated by the City and the Agency.
- 3.3 To secure payment, the Agency shall submit properly executed quarterly invoices with the Invoice for Services, Service Report, and Service Summary Report, Exhibit C.
- 3.4 Invoices for Services will be due the tenth working day of the month following each quarter. Invoices without the appropriate service reports will not be paid until the City has received the service reports.
- 3.5 Administrative or indirect costs accrued by the Agency will not be charged to the City.
- 3.6 The Agency’s requests for payment shall be submitted electronically by email to the Community Programs Planner or designee with electronic signatures where necessary.

ARTICLE IV

Ownership of Work Products and Equipment

- 4.1. All work products produced under this Agreement shall remain the property of the City and may be used in any manner the City chooses whether or not the City has physical possession of the work products.
- 4.2 All equipment purchased by the City for the Agency, or purchased with City funds or City grant funds by the Agency, shall remain the property of the City and shall be returned to the City upon termination of this Agreement.

ARTICLE V

Legal Relations

- 5.1 Compliance with laws: The Agency shall comply with all Federal, State and local laws and ordinances applicable to the work to be done under this Agreement.
- 5.2 Applicable laws; venue: This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington and the venue of any action brought hereunder shall be in the Superior Court of King County.
- 5.3 Independent Contractor: In providing services under this Agreement, the Agency is an independent contractor, and neither the Agency nor its officers, agents or employees are employees of the City for any purpose. The Agency shall be responsible for all federal and/or state tax, industrial insurance, and Social Security liability that may result from the performance of and compensation for these Services and shall make no claim of career service or civil service rights which may accrue to a City employee under state or local law.
- 5.4 No waiver: Neither the City’s review, approval or acceptance of, nor payment for, any of the Services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.
- 5.5 Rights Cumulative: The rights and remedies of the City provided for under this Agreement are in addition to any rights and remedies provided by law.

5.6 Insurance:

A. Insurance Term

The Vendor shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Vendor’s work through the term of the Contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

B. No Limitation

The Vendor’s maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Vendor to the coverage provided by such insurance, or otherwise limit the City’s recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Vendor’s required insurance shall be of the types and coverage as stated below:

- 1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
- 2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent Vendors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an endorsement providing at least as broad coverage. There shall be no exclusion for liability

arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Vendor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.

- 3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

D. Minimum Amounts of Insurance

The Vendor shall maintain the following insurance limits:

- a. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- b. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.

E. City Full Availability of Vendor Limits

If the Vendor 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 Vendor, irrespective of whether such limits maintained by the Vendor are greater than those required by this Contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Vendor.

F. Other Insurance Provision

The Vendor's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Vendor's insurance and shall not contribute with it.

G. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

H. Verification of Coverage

The Vendor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Vendor before commencement of the work. Upon request by the City, the Vendor shall furnish certified copies of all required insurance policies, including endorsements, required in this Contract and evidence of all subcontractors' coverage.

I. Notice of Cancellation

The Vendor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

J. Failure to Maintain Insurance

Failure on the part of the Vendor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Vendor to correct the breach, immediately terminate the Contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Vendor from the City.

5.7 Hold Harmless and Indemnification: The Agency hereby agrees to hold harmless and defend the City, its elected and appointed officials and employees, from all claims and liability, including reasonable attorney’s fees, due to the negligent acts, errors, or omissions of the Agency, the Agency’s agents, and/or employees in performing the work required by this Agreement, except losses occasioned by the sole negligence of the City. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Agency and the City, its officers, officials, employees, and volunteers, the Agency’s liability hereunder shall be only to the extent of the Agency’s negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Agency’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

5.8 Subcontractors: The Agency shall not assign or subcontract any portion of the Services contemplated by the Agreement without the express written consent of the City. The Agency shall include all subcontractors as insureds under its policies, or shall furnish separate certificates of insurance and policy endorsements for each subcontractor. Insurance coverage provided by subcontractors shall be subject to all of the requirements of this Agreement.

ARTICLE VI

Record Keeping

6.1 Right to Audit: The City shall have the right to audit the Agency’s books and records with respect to Services provided, costs, and compensations paid, and any other applicable provisions covered by this Agreement.

The Agency shall provide access to any of its documents, books, papers, and records that may be requested by any local, state or federal granting agency which are directly pertinent to funding for this Project for the purpose of making any audit, examination, excerpts, and transcriptions.

6.2 Agency Records: The Agency shall maintain accounts and records, including personnel, property, financial, and programmatic records which sufficiently and properly reflect all direct and indirect costs of any nature expended and Services performed in the performance of this Agreement, and such other records as may be deemed necessary by the City to ensure proper accounting for all funds contributed by the City for the performance of this Agreement. The Agency agrees to cooperate in the production of documents in the possession of the Agency and subject to public records requests received by the City under chapter 42.56 RCW.

6.3 Maintenance of Records: Records shall be maintained for a period of three (3) years after termination of the Agreement.

ARTICLE VII

Nondiscrimination

- 7.1 During the performance of the Agreement, neither the Agency nor any party subcontracting with the authority of this Agreement shall discriminate on the basis of race, color, sex, religion, nationality, creed, marital status, sexual orientation, age, or presence of any sensory, mental, or physical handicap in the employment or application for employment or in the administration or delivery of service or any other benefits under this Agreement.
- 7.2 The Agency shall comply fully with all applicable federal, state, and local laws, ordinances, executive orders and regulations which prohibit such discrimination.

Federal, state, and local laws prohibit discrimination based on disability. Section 504 of the Rehabilitation Act of 1973, as amended, requires that all recipients receiving federal monies be accessible to qualified/eligible persons with disabilities. All organizations and firms contracting with the City of Lake Forest Park must comply with Section 504 and the Americans with Disabilities Act of 1990 (ADA).

ARTICLE VIII

Recycled Product Procurement Policy

- 8.1 The Agency shall make an effort to conserve paper by using recycled paper in the production of all printed and photocopied documents related to the fulfillment of the Agreement and, when feasible, to print on two sides.

ARTICLE IX

Termination of Agreement

- 9.1 Termination of Agreement for Cause: If a party fails to fulfill in a timely and proper manner its obligation under this Agreement, the other party may thereupon terminate this Agreement prior to the Agency’s full performance, by giving a five (5) day written notice of such termination. In the event of such termination, all finished or unfinished products prepared by the Agency shall, at the option of the City, become the City’s property, and the Agency shall be entitled to receive just and equitable compensation for any satisfactory work completed.

Notwithstanding the above, the Agency shall remain liable for its breach of any covenant in this Agreement. For such breach, the City may withhold any monies due and payable to the Agency as a setoff against actual damages as determined by the City; in addition, the City shall have all remedies at law which shall be cumulative.

- 9.2 Termination for Convenience of the City: The Agency understands that the City is funding this Project with City funds, and has the right due to any unforeseen circumstances to terminate this Agreement at the convenience of the City. If this Agreement is terminated by the City as provided herein, the Agency shall be paid an amount which bears the same ratio to the total compensation as the Services actually performed bear to the total Services of the Agency covered by this Agreement.

ARTICLE X

Future Support

10.1 The City makes no commitment for future support of the Services contracted for herein except as expressly set forth in this Agreement.

ARTICLE XI

Entire Agreement

11.1 Entire Agreement: This contains the entire Agreement between the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or to bind any of the parties hereto. This agreement consists of seven pages plus the attached exhibits incorporated herein:

- Exhibit A Scope of Work
- Exhibit B Approved Opioid Remediation Uses
- Exhibit C Invoice for Services, Service Report, and Service Summary Report

11.2 Severability: If any term of this Agreement is held invalid or unenforceable, the remainder of the Agreement will not be affected, but continue in full force.

11.3 Modification of Agreement: This Agreement may be modified only by written amendment signed by both the City and the Agency, and if required by City resolution, ordinance, or code, approved by the City Council.

11.4 Arbitration: In the event of any dispute over any part or portion of this Agreement, the matter shall be resolved in accordance with the existing King County Superior Court Rules for mandatory arbitration. The party prevailing in its claim shall be entitled to recover its costs and reasonable attorney’s fees, both at arbitration and on appeal.

City of Lake Forest Park

Hopestream Community

Tom French, Mayor

Brenda Zane, Co-Founder

Date _____

Date _____

ATTEST: _____
Matthew McLean, City Clerk

APPROVED AS TO FORM:

Kim Adams Pratt, City Attorney

SCOPE OF WORK - EXHIBIT A [2025-2026]

SECTION 1—Work Products

The Agency will provide opioid remediation services pursuant to the approved uses outlined in Exhibit B.

Connect people who need help to the help they need (connections to care)

SECTION 2—Reporting

Outcomes

The Agency will report on the outcome of their services with each quarterly report.

Those include:

1. Family Support: Participants will exhibit positive parent/child relationships.

Outputs

The Agency will also report with each quarterly report:

1. Description of activities
2. Funding spent
3. Event attendance (virtual and in-person)
4. Post-event evaluations/testimonials
5. Narcan distribution data
6. Stipends allocated for Hopestream memberships
7. Community outreach via targeted ads

Outreach/Referral

1. The Agency will describe this service in its report.

EXHIBIT E**List of Opioid Remediation Uses****Schedule A**
Core Strategies

Settling States and Participating Subdivisions listed on Exhibit G may choose from among the abatement strategies listed in Schedule B. However, priority may be given to the following core abatement strategies (“*Core Strategies*”).¹

A. NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE OPIOID OVERDOSES

1. Expand training for first responders, schools, community support groups and families; and
2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. MEDICATION-ASSISTED TREATMENT (“MAT”) DISTRIBUTION AND OTHER OPIOID-RELATED TREATMENT

1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;
2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;
3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and
4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

¹ As used in this Schedule A, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

C. PREGNANT & POSTPARTUM WOMEN

1. Expand Screening, Brief Intervention, and Referral to Treatment (“*SBIRT*”) services to non-Medicaid eligible or uninsured pregnant women;
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women with co-occurring Opioid Use Disorder (“*OUD*”) and other Substance Use Disorder (“*SUD*”)/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and
3. Provide comprehensive wrap-around services to individuals with OUD, including housing, transportation, job placement/training, and childcare.

D. EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME (“*NAS*”)

1. Expand comprehensive evidence-based and recovery support for NAS babies;
2. Expand services for better continuum of care with infant-need dyad; and
3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;
2. Expand warm hand-off services to transition to recovery services;
3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;
4. Provide comprehensive wrap-around services to individuals in recovery, including housing, transportation, job placement/training, and childcare; and

5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. TREATMENT FOR INCARCERATED POPULATION

1. Provide evidence-based treatment and recovery support, including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and
2. Increase funding for jails to provide treatment to inmates with OUD.

G. PREVENTION PROGRAMS

1. Funding for media campaigns to prevent opioid use (similar to the FDA’s “Real Cost” campaign to prevent youth from misusing tobacco);
2. Funding for evidence-based prevention programs in schools;
3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the CDC guidelines, including providers at hospitals (academic detailing);
4. Funding for community drug disposal programs; and
5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. EXPANDING SYRINGE SERVICE PROGRAMS

1. Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.

I. EVIDENCE-BASED DATA COLLECTION AND RESEARCH ANALYZING THE EFFECTIVENESS OF THE ABATEMENT STRATEGIES WITHIN THE STATE

**Schedule B
Approved Uses**

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“OUD”) and any co-occurring Substance Use Disorder or Mental Health (“SUD/MH”) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:²

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (“MAT”) approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“ASAM”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“OTPs”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.

² As used in this Schedule B, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.
8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“*DATA 2000*”) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Disseminate web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support

services and counseling, community navigators, case management, and connections to community-based services.

3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.
14. Create and/or support recovery high schools.

15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.
8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-

occurring SUD/MH conditions or to persons who have experienced an opioid overdose.

11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“*PAARF*”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“*DART*”) model;
 3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“*LEAD*”) model;

5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
 3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
 4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
 5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
 6. Support critical time interventions (“CTI”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
 7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome (“NAS”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women—or women who

could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.
5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
7. Provide enhanced family support and child care services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
10. Provide support for Children’s Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs (“PDMPs”), including, but not limited to, improvements that:
 1. Increase the number of prescribers using PDMPs;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“SAMHSA”).
7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.

13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“ADAM”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.

- 9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes

INVOICE FOR SERVICES - EXHIBIT C [2025-2026]

SECTION 1—Invoice

Payer:

City of Lake Forest Park
 17425 Ballinger Way NE
 Lake Forest Park, WA 98155
 Attn: Community Programs Planner
 (206) 957-2814

Payment to:

Hopestream Community
 5501 240th Street SW, Unit D
 Mountlake Terrace, WA 98043
 Agency Contact: Brenda Zane
 PHONE: 206-261-8119

Billing Period:	Total Quarter Request:
Date submitted:	
Yearly Contract Amount	\$10,000
Amount Billed this Report	
Amount Previously Billed	
Total YTD	
Contract Balance Remaining	

Payment Request For Services

Payment in the amount of \$2,000 will be made to Hopestream each quarter, not to exceed \$10,000 annually.

Remediation Use	This Request	Previous Request	YTD	Balance
Total				

Under penalty of perjury under the laws of the State of Washington, I swear and affirm that the information provided in this invoice is true and correct.

Printed Name: _____
Authorized Signature: _____

Title: _____
Date: _____

INVOICE FOR SERVICES - EXHIBIT C [2025-2026]

SECTION 2—Service Report

Agency: Hopestream Community

Reporting Dates: _____ to _____

Approved Opioid Remediation Uses <i>(Exhibit A)</i>	Description of Activities	Funding Spent
A. Treat Opioid Use Disorder (OUD)		
B. Support people in treatment & recovery		
C. Connect people who need help to the help they need (connections to care)		
D. Address the needs of criminal justice-involved persons		
E. Address the needs of pregnant or parenting		
F. Prevent over-prescribing and ensure		
G. Prevent misuse of opioids		
H. Prevent overdose deaths and other harms		
I. First Responders		
J. Leadership, planning and coordination		
K. Training		
L. Research		

Service Summary Report - EXHIBIT C [2025-2026]

SECTION 3—Service Summary Report

Agency: Hopestream Community

Reporting Dates: _____ to _____

Service Numbers	Progress		Comments
	This Quarter	Year to Date (YTD)	
Community event attendance			
First responder event attendance			
Narcan distribution			
Hopestream memberships granted			
Community outreach volume (advertising reach)			

Outcome Measurement Criteria:

Outcome	Indicator	Measurement Tool
Increased awareness of key risk factors for youth substance misuse		
Increased awareness of specific risk factors of high-potency THC and fentanyl use by youth		
Increased awareness of parent resources for mitigating youth substance misuse		
For Hopestream members: Increased confidence in parent's ability to positively impact their child's substance misuse (self-report)		
belief that their child has reduced their		
accepted help for their substance		

SECTION 3—Service Summary Report (cont.)

Agency: Hopestream Community

Reporting Dates: _____ to _____

Outcome Results:

Drug and Alcohol Treatment	This Quarter	Year to Date (YTD)
Number of clients in this Outcome		
Number of clients that decreased or abstained from using alcohol or drugs		
Success Rate		
Target Success Rate		
Mental Health Treatment	This Quarter	Year to Date (YTD)
Number of clients in this Outcome		
Number of clients that show reduction in symptoms		
Success Rate		
Target Success Rate		
Totals		



CITY OF LAKE FOREST PARK CITY COUNCIL AGENDA COVER SHEET

Meeting Date February 13, 2025

Originating Department Administration

Contact Person Phillip Hill, City Administrator

Title Resolution 25-1997/Adopting the Capital Improvement Plan for 2025-2030

Legislative History

- First Presentation January 9, 2025, Work Session
- Second Presentation January 9, 2025, Regular Meeting
- Third Presentation February 13, 2025, Regular Meeting

Attachments:

1. Resolution 25-1997
2. Capital Improvement Plan for 2025-2030

Executive Summary

Attached is the 2025-2030 Lake Forest Park Capital Improvement Plan. During review at the January 9, 2025, regular council meeting, several issues were noted: some inconsistencies between the cover sheets and the detail sheets, some capital projects were not listed, a desire to include easier cross-referencing between the cover and detailed sheets, and a more clear identification of where Transportation Safety Funds (General Fund-002) were proposed to be utilized. The administration will walk through how these were addressed at the meeting.

Background

The 2025-2030 Capital Improvement Plan (CIP) is a module set to achieve the goals of the City’s 2024 Comprehensive Plan. The CIP document describes planned activities that address enhancements in areas of a healthy environment, public streets, governmental facilities, public schools, and parks. This is a living document, which aligns with the current visions and goals of the community and Administration. It provides a directive for City staff and will be updated biennially.

Over the next biennium and beyond, this CIP endeavors to construct culvert projects moving up stream on Lyon Creek, continue the street overlay program, begin the sewer lift station replacement, upgrades at City parks, and maintenance at City facilities. The City also plans to initiate projects such as the SR104 Roundabout and begin design for sidewalk improvements around Brookside and Lake Forest Park Elementary schools.

Fiscal & Policy Implications

CIP projects are included in the 2025-2026 budget based on the expected funding packages. Project specific funding assumptions can be found on individual project sheets. Consistent with policy, projects with a value greater than \$50,000 require City Council approval. Any such project will be brought to the City Council for approval, with a funding package, before the commencement of the project. Many projects partially rely on outside funding; any such project will be reevaluated if the outside funding does not materialize.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none">• Adopt the proposed CIP	The administration will use the adopted CIP as a guide to prioritize projects
<ul style="list-style-type: none">• No Action	The administration will continue to work on a new draft of the CIP

Staff Recommendation

Adopt Resolution 25-1997 adopting the 2025-2030 Capital Improvement Plan.

RESOLUTION NO. 25-1997

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, ADOPTING A CAPITAL IMPROVEMENT PLAN UPDATE FOR 2025 - 2030

WHEREAS, the 2025-26 biennial budget includes expenditures outlined in the 6-Year 2025-2030 Capital Improvement Plan (“CIP”); and

WHEREAS, the biennial budget ordinance does not itself adopt the CIP; and

WHEREAS, the 2025-2030 CIP includes several new and refined projects that are consistent with the adopted 2024 Comprehensive Plan and its goals, which provides additional focus and direction for City capital investments; and

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

Section 1. CIP ADOPTED. The City Council of the City of Lake Forest Park hereby adopts the 2025-2030 Capital Improvement Plan, attached hereto as Exhibit A, and reserves the right to amend it from time to time.

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 13th day of February, 2025.

APPROVED:

Thomas French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

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

DRAFT

City of Lake Forest Park Capital Improvement Plan 2025-2030

PROJECTS		*Action Plan	2025							2026						
			Capital Improvement	Transportation Capital	Capital Facilities	SWM Capital	Sewer Capital	Transportation Safety	State / Federal / County Grant Funding Revenue	Capital Improvement	Transportation Capital	Capital Facilities	SWM Capital	Sewer Capital	Transportation Safety	State / Federal / County Grant Funding Revenue
Facilities	1	City Hall Facilities			300,000						300,000					
	2	Public Works Office Building	ST		25,000						25,000					
	3	Public Works Maintenance Shop	ST		5,000						5,000					
	4	PW Facility EV Chargers	CAP		210,000					75,000						
	5	PW Bins Rooftop Solar Panels	CAP													
	6	PW Facility Rooftop Solar Panels	CAP													
	7	City Hall EV Chargers	CAP			131,000				75,000						
	8	City Hall Parking Lot Solar Panels	CAP													
	9	City Hall Rooftop Solar Panels	CAP													
Parks	10	McKinnon Creek Trail	PROST													
	12	Animal Acres Park Restoration	PR,ST													
	13	Horizon View Park Improvements	PR,ST													
	14	Master Plan - Park Properties for Development (Sims)	PR,ST													
	15	Master Plan - Park Properties for Development (SPU)	PR,ST													
	16	Park Property Improvements (Sims) (Animal Acres - Annexation)	PR,ST													
	17	Park Property Improvements (SPU) (5 Acre Woods)	PR,ST													
	18	Master Plan - Existing Parks and Trail Systems (PROST Update)	PR,ST	30,000												
	19	Existing Parks and Trail Systems Improvements	PR,ST													
	20	Lakefront Park Development - Design	PR,ST			500,000										
	21	Lakefront Park Development - Construction	PR,ST			192,131										
Transportation	22	Annual Street Overlay Program	ST		300,000						300,000					
	23	ADA Ramp Design and Construction	ST		100,000						100,000					
	24	Brookside Sidewalk - Design and Construction (Sound Transit Project)			60,000				60,000		200,000				200,000	
	25	Safe Streets Study (Traffic Calming)	SS		50,000						50,000					
	26	37th Ave Sidewalk (Brookside Elementary) - Design	SS												400,000	
	27	37th Ave Sidewalk (LFP Elementary) - Design	SS												250,000	
	28	SR 104 and 40th Pl. NE Roundabout	SH		7,028,009				3,767,369							
	29	SR 522 Pedestrian Overpass (30% Design)	SH						90,000							
	30	Guardrail Replacement (Design and Construction)			100,000						150,000					
	Sewer	31	Beach Drive Sewer Lift Stations - Design						500,000							
32		Beach Drive Sewer Lift Stations - Construction											2,574,000			
33		Master Plan - Sanitary Sewer System - Data Collection											250,000			
34		Master Plan - Sanitary Sewer System - Data Analysis and Reporting														
35		Sanitary Sewer System - CIPP and Structure Improvements														
Stormwater - Surface Water	36	Culvert L70 Replacement - Design	CRS													
	37	Culvert L70 Replacement - Construction	CRS													
	38	Culvert L90 Replacement	CRS									3,070,000			3,070,000	
	39	Culvert L110 Replacement - Design	CRS													
	40	Culvert L110 Replacement - Construction	CRS													
	41	Brookside/35th Avenue Culvert Replacement - Design														
	42	Brookside/35th Avenue Culvert Replacement - Construction														
	43	35th Ave NE Drainage Improvements	X													
	44	28th Ave NE Culvert Temporary Repair	X													
	45	28th Ave NE Culvert Replacement	X													
	46	Stormwater Facility Retrofit	CP													
	47	Master Plan - Stormwater & Surface Water Systems - Data Collection	CP										400,000			
	48	Master Plan - Stormwater & Surface Water Systems - Data Analysis and Reporting	CP													
	49	Stormwater & Surface Water Systems - CIPP and Structure Improvements	CP													
	50	NE 195th St & SR 104 Culvert	CP													
	51	Material Bins					540,000									
	52	Misc SW Projects - Replace SW crossings	ST													

LEGEND
XXXXX Projects with Funding Challenges
 X Emergency Projects

City of Lake Forest Park Capital Improvement Plan 2025-2030

PROJECTS		*Action Plan	2027							2028						
			Capital Improvement	Transportation Capital	Capital Facilities	SWM Capital	Sewer Capital	Transportation Safety	State / Federal / County Grant Funding Revenue	Capital Improvement	Transportation Capital	Capital Facilities	SWM Capital	Sewer Capital	Transportation Safety	State / Federal / County Grant Funding Revenue
Facilities	1	City Hall Facilities			300,000						300,000					
	2	Public Works Office Building	ST			25,000					25,000					
	3	Public Works Maintenance Shop	ST			5,000					5,000					
	4	PW Facility EV Chargers	CAP													
	5	PW Bins Rooftop Solar Panels	CAP			125,000										
	6	PW Facility Rooftop Solar Panels	CAP			150,000										
	7	City Hall EV Chargers	CAP													
	8	City Hall Parking Lot Solar Panels	CAP									250,000				
	9	City Hall Rooftop Solar Panels	CAP													
Parks	10	McKinnon Creek Trail	PROST													
	12	Animal Acres Park Restoration	PR,ST													
	13	Horizon View Park Improvements	PR,ST													
	14	Master Plan - Park Properties for Development (Sims)	PR,ST	100,000												
	15	Master Plan - Park Properties for Development (SPU)	PR,ST	200,000												
	16	Park Property Improvements (Sims) (Animal Acres - Annexation)	PR,ST							600,000						
	17	Park Property Improvements (SPU) (5 Acre Woods)	PR,ST							350,000						
	18	Master Plan - Existing Parks and Trail Systems (PROST Update)	PR,ST													
	19	Existing Parks and Trail Systems Improvements	PR,ST							750,000						
	20	Lakefront Park Development - Design	PR,ST													
	21	Lakefront Park Development - Construction	PR,ST			2,440,092										
Transportation	22	Annual Street Overlay Program	ST		300,000						300,000					
	23	ADA Ramp Design and Construction	ST		100,000						100,000					
	24	Brookside Sidewalk - Design and Construction (Sound Transit Project)														
	25	Safe Streets Study (Traffic Calming)	SS		50,000						50,000					
	26	37th Ave Sidewalk (Brookside Elementary) - Design	SS													
	27	37th Ave Sidewalk (LFP Elementary) - Design	SS													
	28	SR 104 and 40th Pl. NE Roundabout	SH													
	29	SR 522 Pedestrian Overpass (30% Design)	SH													
	30	Guardrail Replacement (Design and Construction)			150,000						150,000					
	Sewer	31	Beach Drive Sewer Lift Stations - Design													
32		Beach Drive Sewer Lift Stations - Construction														
33		Master Plan - Sanitary Sewer System - Data Collection					250,000									
34		Master Plan - Sanitary Sewer System - Data Analysis and Reporting											250,000			
35		Sanitary Sewer System - CIPP and Structure Improvements														
Stormwater - Surface Water	36	Culvert L70 Replacement - Design	CRS									372,000				
	37	Culvert L70 Replacement - Construction	CRS													
	38	Culvert L90 Replacement	CRS													
	39	Culvert L110 Replacement - Design	CRS													
	40	Culvert L110 Replacement - Construction	CRS													
	41	Brookside/35th Avenue Culvert Replacement - Design														
	42	Brookside/35th Avenue Culvert Replacement - Construction														
	43	35th Ave NE Drainage Improvements	X													
	44	28th Ave NE Culvert Temporary Repair	X													
	45	28th Ave NE Culvert Replacement	X				200,000					550,000				
	46	Stormwater Facility Retrofit	CP				440,000									
	47	Master Plan - Stormwater & Surface Water Systems - Data Collection	CP													
	48	Master Plan - Stormwater & Surface Water Systems - Data Analysis and Reporting	CP				350,000					250,000				
	49	Stormwater & Surface Water Systems - CIPP and Structure Improvements	CP				200,000					250,000				
	50	NE 195th St & SR 104 Culvert	CP									500,000				
	51	Material Bins														
	52	Misc SW Projects - Replace SW crossings	ST				250,000					250,000				

LEGEND
XXXXX Projects with Funding Challenges
 X Emergency Projects

City of Lake Forest Park Capital Improvement Plan 2025-2030

PROJECTS		*Action Plan	2029						2030						
			Capital Improvement	Transportation Capital	Capital Facilities	SWM Capital	Sewer Capital	Transportation Safety	State / Federal / County Grant Funding Revenue	Capital Improvement	Transportation Capital	Capital Facilities	SWM Capital	Sewer Capital	Transportation Safety
Facilities	1	City Hall Facilities			300,000						300,000				
	2	Public Works Office Building	ST		25,000						25,000				
	3	Public Works Maintenance Shop	ST		5,000						5,000				
	4	PW Facility EV Chargers	CAP												
	5	PW Bins Rooftop Solar Panels	CAP												
	6	PW Facility Rooftop Solar Panels	CAP												
	7	City Hall EV Chargers	CAP												
	8	City Hall Parking Lot Solar Panels	CAP												
	9	City Hall Rooftop Solar Panels	CAP			400,000									
Parks	10	McKinnon Creek Trail	PROST												
	12	Animal Acres Park Restoration	PR,ST												
	13	Horizon View Park Improvements	PR,ST												
	14	Master Plan - Park Properties for Development (Sims)	PR,ST												
	15	Master Plan - Park Properties for Development (SPU)	PR,ST												
	16	Park Property Improvements (Sims) (Animal Acres - Annexation)	PR,ST												
	17	Park Property Improvements (SPU) (5 Acre Woods)	PR,ST												
	18	Master Plan - Existing Parks and Trail Systems (PROST Update)	PR,ST												
	19	Existing Parks and Trail Systems Improvements	PR,ST												
	20	Lakefront Park Development - Design	PR,ST												
	21	Lakefront Park Development - Construction	PR,ST												
Transportation	22	Annual Street Overlay Program	ST		300,000						300,000				
	23	ADA Ramp Design and Construction	ST		100,000						100,000				
	24	Brookside Sidewalk - Design and Construction (Sound Transit Project)													
	25	Safe Streets Study (Traffic Calming)	SS		50,000						50,000				
	26	37th Ave Sidewalk (Brookside Elementary) - Design	SS												
	27	37th Ave Sidewalk (LFP Elementary) - Design	SS												
	28	SR 104 and 40th Pl. NE Roundabout	SH												
	29	SR 522 Pedestrian Overpass (30% Design)	SH												
	30	Guardrail Replacement (Design and Construction)			150,000						150,000				
	Sewer	31	Beach Drive Sewer Lift Stations - Design												
32		Beach Drive Sewer Lift Stations - Construction													
33		Master Plan - Sanitary Sewer System - Data Collection													
34		Master Plan - Sanitary Sewer System - Data Analysis and Reporting													
35		Sanitary Sewer System - CIPP and Structure Improvements					250,000								
Stormwater - Surface Water	36	Culvert L70 Replacement - Design	CRS												
	37	Culvert L70 Replacement - Construction	CRS				1,308,000								
	38	Culvert L90 Replacement	CRS												
	39	Culvert L110 Replacement - Design	CRS				618,181								
	40	Culvert L110 Replacement - Construction	CRS								4,437,070				
	41	Brookside/35th Avenue Culvert Replacement - Design					200,000								
	42	Brookside/35th Avenue Culvert Replacement - Construction									550,000				
	43	35th Ave NE Drainage Improvements	X												
	44	28th Ave NE Culvert Temporary Repair	X												
	45	28th Ave NE Culvert Replacement	X												
	46	Stormwater Facility Retrofit	CP												
	47	Master Plan - Stormwater & Surface Water Systems - Data Collection	CP												
	48	Master Plan - Stormwater & Surface Water Systems - Data Analysis and Reporting	CP				250,000				250,000				
	49	Stormwater & Surface Water Systems - CIPP and Structure Improvements	CP												
	50	NE 195th St & SR 104 Culvert	CP				500,000				500,000				
	51	Material Bins													
	52	Misc SW Projects - Replace SW crossings	ST				250,000				250,000				

LEGEND
 XXXXX Projects with Funding Challenges
 X Emergency Projects

City Hall Facilities (1)

Description	Mini projects have been identified to address the maintenance and operational upgrades of City Hall.
Background	Alternative Energy/Sustainability Investments, Entry Canopy Replacement, Replace RTU-2-25 ton Rooftop Units, Exterior Insulation Upgrade, Roof Membrane Replacement, Generator Replacement, Secure Parking at City Hall, and Sally Port Improvements. Projects are based on the 2013 LFP City Hall Maintenance Plan and 2018 City Hall Security Assessment.
Policy Basis	City Council recognized the need to create a City Hall Projects Reserve Fund to maintain the City Hall facility.
Total Project Cost	\$1,800,000
Method of Financing	City Capital Fund (REET I)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	\$3,000/yr
Change from Prior CIP	All city hall facilities projects have been consolidated to this sheet
Project Start Date	Ongoing
Anticipated Completion Date	Ongoing
Project Status	Ongoing
Project Priority	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$1,800,000		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	
TOTAL	\$1,800,000	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0

Estimated Staff Hours	1,800		300	300	300	300	300	300	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$1,800,000		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$1,800,000	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$0								

Public Works Office Building (2)

Description	This project will provide funding for bulding improvements to maintain and enhance the functionality and comfort of the structure for the public works operational staff. Improvements to the interior, updated amenities, and structural elements include a new roof, deck replacement, and painting are part of the overall project.
Background	The public works structure is a residential, two story home that is not well-suited to public works operations. The City has struggled to make the existing residential structure meet our needs for many years and we continue to make improvements to maintain a pleasant working environment.
Policy Basis	Mobility, Community Vitality
Total Project Cost	\$150,000
Method of Financing	City Capital Fund (REET I)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	N/A
Change from Prior CIP	None
Project Start Date	Not Scheduled
Anticipated Completion Date	Not Scheduled
Project Status	Pending
Project Priority	Medium - Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$0:								
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$150,000:		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	
TOTAL	\$150,000	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$0

Estimated Staff Hours	150:	0	25	25	25	25	25	25	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								\$0
Transportation Capital Fund	\$0:								\$0
Capital Facilities	\$150,000:		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	
SWM Capital Fund	\$0:								\$0
Sewer Capital Fund	\$0:								\$0
TOTAL	\$150,000	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding									

Public Works Maintenance Shop (3)

Description	Provide better organization with equipment, small tools, and new battery powered tools with physical improvements to the shop.
Background	The Public Works Maintenance Shop houses some of our vehicles and also our small equipment, tools, signs, barricades, and a wide array of supplies needed for the various types of projects completed by Public Works. Projects will provide for better organization within the Public Works Maintenance Shop and improvements with equipment and small tool storage.
Policy Basis	Increased efficiency
Total Project Cost	\$30,000
Method of Financing	City Capital Fund (REET I)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	None
Change from Prior CIP	N/A
Project Start Date	Pending
Anticipated Completion Date	Ongoing
Project Status	Ongoing
Project Priority	Medium - Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$30,000		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
TOTAL	\$30,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	

Estimated Staff Hours	30	0	5	5	5	5	5	5	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$30,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$0
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$30,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$0								

Public Works Facility EV Chargers (4)

Description	Installation of 10 Level 2 EV charging ports at our Public Works Facility in preparation for fleet electrification.
Background	The newly adopted Climate Action Plan includes a goal to electrify the City's fleet and to become more environmentally conscience and reduce the City's carbon footprint. The transition from fossil fuels to electricy, for the vehicles that are EV available, will assist in reaching that goal. Tangentially, a conversion to EVs will reduce our overall operations and maintenance expenses.
Policy Basis	Mobility, Healthy Environment
Total Project Cost	\$210,000
Method of Financing	City Capital Fund (REET I), Commerce Grant
City Funding %	65%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	N/A
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	Pending
Project Priority	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$0:								
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$210,000:		\$210,000		\$0	\$0:	\$0	\$0:	
TOTAL	\$210,000	\$0	\$210,000	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	210:	0:	210:	0:	0:	0:	0:	0:	0:
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$0:								
Capital Facilities	\$210,000:	\$0	\$210,000	\$0:	\$0	\$0:	\$0	\$0:	\$0
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$210,000	\$0	\$210,000	\$0	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$75,000:		\$75,000:						

Public Works Material Bins Covers Solar Panels (5)

Description	Installation of solar panels on Material Bins Covers at the Public Works Maintenance Facility. The solar panels will compliment the EV chargers that are planned for installation and will increase our use of renewable energy while reducing our utility expenses.
Background	The newly adopted Climate Action Plan includes a goal to electrify the City's fleet and to become more environmentally conscience and reduce the City's carbon footprint. The installation of solar panels on the material bins covers will assist with meeting the goal of reducing our carbon footprint while also reducing our utility expenses.
Policy Basis	Mobility, Healthy Environment
Total Project Cost	\$125,000
Method of Financing	City Capital Fund (REET I)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	N/A
Project Start Date	2027
Anticipated Completion Date	2027
Project Status	City is identifying potential outside funding sources
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$0:								
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$125,000:				\$125,000	\$0:	\$0:	\$0:	
TOTAL	\$125,000	\$0	\$0	\$0	\$125,000	\$0	\$0	\$0	

Estimated Staff Hours	125:	0:	0:	0:	125:	0:	0:	0:	0:
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$0:								
Capital Facilities	\$125,000:	\$0:	\$0:	\$0:	\$125,000	\$0:	\$0:	\$0:	\$0:
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$125,000	\$0	\$0	\$0	\$125,000	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

Public Works Facility Building Solar Panels (6)

Description	Installation of solar panels on the Public Works Maintenance Facility building. The solar panels will compliment the EV chargers that are planned for installation and will increase our use of renewable energy while reducing our utility expenses.
Background	The newly adopted Climate Action Plan includes a goal to electrify the City's fleet and to become more environmentally conscience and reduce the City's carbon footprint. The installation of solar panels on the public works facility building will assist with meeting the goal of reducing our carbon footprint while also reducing our utility expenses.
Policy Basis	Mobility, Healthy Environment
Total Project Cost	\$150,000
Method of Financing	City Capital Fund (REET I)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	N/A
Project Start Date	2027
Anticipated Completion Date	2027
Project Status	City is identifying potential outside funding sources
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$0:								
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$150,000:				\$150,000	\$0:	\$0:	\$0:	
TOTAL	\$150,000	\$0	\$0	\$0	\$150,000	\$0	\$0	\$0	

Estimated Staff Hours	150:	0:	0:	0:	150:	0:	0:	0:	0:
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$0:								
Capital Facilities	\$150,000:	\$0:	\$0:	\$0:	\$150,000	\$0:	\$0:	\$0:	\$0:
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$150,000	\$0	\$0	\$0	\$150,000	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

City Hall EV Chargers (7)									
Description	Installation of 10 Level 2 EV charging ports at City Hall to provide charging opportunities for the general								
Background	The newly adopted Climate Action Plan includes a goal to become more environmentally conscience								
Policy Basis	Mobility, Healthy Environment								
Total Project Cost	\$131,000								
Method of Financing	City Capital Fund (REET I), Commerce Grant								
City Funding %	65%								
In-House Costs Reimbursed	No								
Estimated Annual Maint. Costs	TBD								
Change from Prior CIP	N/A								
Project Start Date	TBD								
Anticipated Completion Date	TBD								
Project Status	Pending								
Project Priority	Medium								
EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$131,000		\$131,000		\$0	\$0	\$0	\$0	
TOTAL	\$131,000	\$0	\$131,000	\$0	\$0	\$0	\$0	\$0	
Estimated Staff Hours	131	0	131	0	0	0	0	0	0
FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$131,000	\$0	\$131,000	\$0	\$0	\$0	\$0	\$0	\$0
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$131,000	\$0	\$131,000	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$75,000		\$75,000						

City Hall Parking Lot Solar Panels (8)

Description	Installation of solar panels on the City Hall's Parking Lot. The solar panels will provide renewable electricity for City Hall and enable the installation of public EV charging stations.
Background	The newly adopted Climate Action Plan includes a goal to be more environmentally conscience and reduce the City's carbon footprint. The installation of solar panels in City Hall's will assist with meeting the goal of reducing our carbon footprint, reducing our utility expenses, and offer EV charging to our residents.
Policy Basis	Mobility, Healthy Environment
Total Project Cost	\$250,000
Method of Financing	City Capital Fund (REET I)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	N/A
Project Start Date	2028
Anticipated Completion Date	2028
Project Status	City is identifying potential outside funding sources
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$0:								
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$250,000:					\$250,000:	\$0:	\$0:	
TOTAL	\$250,000	\$0	\$0	\$0	\$0	\$250,000	\$0	\$0	

Estimated Staff Hours	250:	0:	0:	0:	0:	250:	0:	0:	0:
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$0:								
Capital Facilities	\$250,000:	\$0:	\$0:	\$0:	\$0:	\$250,000:	\$0:	\$0:	\$0:
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$250,000	\$0	\$0	\$0	\$0	\$250,000	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

City Hall Rooftop Solar Panels (9)

Description	Installation of solar panels on the City Hall's Rooftop. The solar panels will provide renewable electricity for City Hall.
Background	The newly adopted Climate Action Plan includes a goal to be more environmentally conscience and reduce the City's carbon footprint. The installation of solar panels on City Hall's rooftop will assist with meeting the goal of reducing our carbon footprint, reducing our utility expenses, and provide more reliable power.
Policy Basis	Mobility, Healthy Environment
Total Project Cost	\$400,000
Method of Financing	City Capital Fund (REET I)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	N/A
Project Start Date	2029
Anticipated Completion Date	2029
Project Status	City is identifying potential outside funding sources
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$0:								
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$400,000:						\$400,000		
TOTAL	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000	\$0	

Estimated Staff Hours	400:	0:	0:	0:	0:	0:	400:	0:	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$0:								
Capital Facilities	\$400,000:						\$400,000		
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

Master Plan for Park Property Development (Sims) (14)

Description	Development of the recently acquired property at 17450 37th Ave NE to convert to a public nature park with an active recreation element.
Background	Acquisition of the 17450 37th Ave NE increased the size of Pflugst Animal Acres Park from 3.85 acres to over 5 acres providing a very large natural central park in Lake Forest Park. It will be connected by sidewalks on all sides, ample street and off-street parking while providing nature trail connection between Brookside Boulevard and Brookside Elementary School. The property could be used as an outdoor classroom due to its immediate proximity to the elementary school and its amazing location at the convergence of two salmon-bearing streams. The property also has a large outdoor fireplace and an upland area suitable for active outdoor recreation.
Policy Basis	Healthy Environment, Community Vitality, 100-Yr Legacy Plan
Total Project Cost	\$100,000
Method of Financing	King County Parks Levy, King County Conservation Futures Grant, King Conservation District Grant, Other grants to be determined
City Funding %	0% - 60%
In-House Costs Reimbursed	To Be Determined
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	New Project
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	City is identifying potential outside funding sources
Project Rating	Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$100,000				\$100,000				
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$0								
TOTAL	\$100,000	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0

Estimated Staff Hours	224	0	0	0	224	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$100,000		\$100,000						
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

Master Plan for Park Property Development - 5 Acre Wood (15)

Description	Development of the recently acquired property at 19021, 19031 40th Place NE (Parcels 4022902320, 4022902270) to convert the properties to a public nature park that may include active recreation elements.
Background	Seattle Public Utilities (SPU) accepted the City's \$1 million purchase offer for the two undeveloped parcels near the intersection of 40th Place NE and 45th Place NE. Initial funding for acquisition comes from an internal line of credit combined with grant funding from King County Conservation Futures. The properties have an area of 5.6 acres with a dense tree canopy and extensive sensitive areas. The City's successful offer is a culmination of a cooperative effort by the City Council, Mayor, Lake Forest Park Stewardship Foundation and conservation-minded residents.
Policy Basis	Healthy Environment, Community Vitality, 100-Yr Legacy Plan
Total Project Cost	\$200,000
Method of Financing	King County Parks Levy, King County Conservation Futures Grant, King Conservation District Grant, Other grants to be determined
City Funding %	0% - 60%
In-House Costs Reimbursed	TBD
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	New Project
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	City is identifying potential outside funding sources
Project Rating	Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$200,000				\$200,000				
Permitting	\$0								
Acquisition	\$0								
Construction	\$0								
TOTAL	\$200,000	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0

Estimated Staff Hours	448	0	0	0	448	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$200,000		\$0		\$200,000				
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$200,000	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

Master Plan - Existing Parks and Trail Systems (18)

Description	Develop a Master Plan for the City's existing parks and trail systems including the connections between facilities with respect to providing pedestrian access.
Background	This Master Plan will build on the previous work such as the PROST plan, but is not an update of the plan. Instead, our Parks and Trail Systems need to be supplemented with enhanced access from Park to Park via safe walkways, pathways, and other means of travel that accommodates and supports the community's and Council's desire for increased multi-modal transportation and better connectivity.
Policy Basis	Healthy Environment, Community Vitality, 100-Yr Legacy Plan
Total Project Cost	\$30,000
Method of Financing	King County Parks Levy, King County Conservation Futures Grant, King Conservation District Grant, Other grants to be determined
City Funding %	0% - 60%
In-House Costs Reimbursed	To Be Determined
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	New Project
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	City will identify potential outside funding sources
Project Rating	Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$30,000		\$30,000						
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Acquisition	\$0								
Construction	\$0								
TOTAL	\$30,000	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	67	0	67	0	0	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$30,000		\$30,000						
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$30,000	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

Lakefront Park Property Development (20&21)

Description	Development of the recently acquired Turner property along Lake Washington to convert the existing residential property to a recreational facility and integrate with the Lyon Creek Preserve.
Background	Acquisition of the Turner property on Beach Drive finalize in 2021 and will be converted to a public space with the open carport and some of the cabins demolished and the main house, garage, and cabin 6 will be remodeled and converted to public spaces. Conceptual designs were created and an overall plan is being developed leading to the restoration and construction of a new public space providing water access to the public and a venue for meetings and other gatherings
Policy Basis	Healthy Environment, Community Vitality, 100-Yr Legacy Plan
Total Project Cost	\$8,436,470
Method of Financing	King County Parks Levy, King County Conservation Futures Grant, King Conservation District Grant, Other grants to be determined
City Funding %	0% - 60%
In-House Costs Reimbursed	TBD
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	New Project
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	City is identifying potential outside funding sources
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$500,000		\$500,000						
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$7,936,470		\$192,131	\$7,744,339					
TOTAL	\$8,436,470	\$0	\$692,131	\$7,744,339	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	18,898	0	1,550	17,347	0	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$8,436,470		\$692,131	\$7,744,339					
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$8,436,470	\$0	\$692,131	\$7,744,339	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future

Annual Street Overlay (22)

Description	Annual street overlay program for pavement preservation.
Background	The City's streets are periodically assessed for their overall health and given a Pavement Condition Index (PCI) from 0-100 with the higher score indicating a structurally sound street. Annually, the City selects streets that qualify for the overlay program.
Policy Basis	Mobility
Total Project Cost	\$300,000
Method of Financing	1
City Funding %	100%
In-House Costs Reimbursed	0
Estimated Annual Maint. Costs	This is an ongoing maintenance activity.
Change from Prior CIP	No change
Project Start Date	Annual Program
Anticipated Completion Date	Annual Program
Project Status	Ongoing
Project Rating	Medium - High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$1,800,000		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	
TOTAL	\$1,800,000	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0

Estimated Staff Hours	1,710	0	285	285	285	285	285	285	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$1,800,000		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$1,800,000	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
TBD	\$0								

ADA Ramps (23)

Description	ADA ramps on sidewalks increase safety for all LFP residents
Background	ADA ramps are required by federal law and must be upgraded concurrently with street overlays. This funding will be used for the design and construction of ADA compliant ramps in conjunction with our Overlay program.
Policy Basis	Mobility
Total Project Cost	\$600,000
Method of Financing	Transportation Capital Fund (REET II), State/Federal Funding
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	None
Change from Prior CIP	None
Project Start Date	Annual Program
Anticipated Completion Date	Annual Program
Project Status	Ongoing
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$600,000		\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
TOTAL	\$600,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0

Estimated Staff Hours	942	0	157	157	157	157	157	157	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$600,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$600,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
TBD	\$0								

Brookside Sidewalk at SR522 (24)

Description	Create a safe sidewalk from Northshore Fire Station #57 to SR522 on the east side of Brookside Boulevard.
Background	Through Sound Transit Stride Program Station Access Allowance Funding, the city has agreed to design and install a section of sidewalk providing safer access to SR522 increasing safer mobility.
Policy Basis	Mobility
Total Project Cost	\$260,000
Method of Financing	Sound Transit Reimbursement
City Funding %	0
In-House Costs Reimbursed	Yes
Estimated Annual Maint. Costs	None
Change from Prior CIP	None
Project Start Date	2025
Anticipated Completion Date	2026
Project Status	Pending
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$60,000		\$60,000						
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$200,000			\$200,000					
TOTAL	\$260,000	\$0	\$60,000	\$200,000	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	582	0	134	448	0	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$260,000		\$60,000	\$200,000					
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$260,000	\$0	\$60,000	\$200,000	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Sound Transit Access Funds	\$260,000		\$60,000	\$200,000		\$0	\$0		

Safe Streets Study: Traffic Calming (25)

Description	Small street safety improvement projects as depicted in the upcoming Safe Streets study, mostly additional speed radar signs and rapid flashing beacon crosswalk signs.
Background	This project is an outcome of the recommended project list resulting from the Safe Streets Study.
Policy Basis	2017 Safe Streets Study
Total Project Cost	\$300,000
Method of Financing	Transportation Capital Fund (REET II)
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	None
Change from Prior CIP	New project
Project Start Date	Annual Program
Anticipated Completion Date	Annual Program
Project Status	Ongoing
Project Rating	Medium - Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$300,000:		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000:	
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$0:								
TOTAL	\$300,000	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0

Estimated Staff Hours	471:	0:	79:	79:	79:	79:	79:	79:	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$300,000:		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000:	
Capital Facilities	\$0:								
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$300,000	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
TBD	\$0:								

Design for Sidewalk - 37th Ave NE (Brookside) (26)

Description	Sidewalk between NE 178th St. to NE 165th St. on 37th Ave NE. Sidewalk will be near Brookside Elementary School.
Background	There have been numerous citizen requests for enhanced pedestrian facilities on this route leading to Brookside Elementary.
Policy Basis	Mobility
Total Project Cost	\$400,000
Method of Financing	Pedestrian Access Funds
City Funding %	0
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	None
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	Pending
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$400,000:			\$400,000:					
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$0:								
TOTAL	\$400,000	\$0	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	896:	0:	0:	896:	0:	0:	0:	0:	0:
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$400,000:			\$400,000:					
Capital Facilities	\$0:								
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$400,000	\$0	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
	\$0:								

Design for Sidewalk - 37th Ave NE (LFP) (27)

Description	Sidewalks in the vicinity of Lake Forest Park Elementary at 37th Avenue NE, just north of SR 104 to NE 195th Street and NE 187th Street, 35th Avenue NE to 37th Avenue NE
Background	There have been numerous citizen requests for enhanced pedestrian facilities on this route leading to Lake Forest Park Elementary.
Policy Basis	2017 Safe Streets Study
Total Project Cost	\$250,000
Method of Financing	Future Grant Opportunities or Transportation Capital Fund (REET II)
City Funding %	TBD
In-House Costs Reimbursed	Yes
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	New Project
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	N/A
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$250,000:			\$250,000:					
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$0:								
TOTAL	\$250,000	\$0	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	560:	0:	0:	560:	0:	0:	0:	0:	0:
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0:								
Transportation Capital Fund	\$250,000:			\$250,000:					
Capital Facilities	\$0:								
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$250,000	\$0	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
	\$0:				\$0:	\$0:	\$0:	\$0:	

SR 104/40th PI Roundabout (28)

Description	Design and construction of a roundabout on SR 104 at 40th Place NE.
Background	The four-legged, skewed intersection has a number of safety shortcomings related to its geometry, volume of traffic, and lack of pedestrian amenities.
Policy Basis	Mobility
Total Project Cost	\$7,028,009
Method of Financing	Future Grant Opportunities or Transportation Capital Fund (REET II)
City Funding %	46
In-House Costs Reimbursed	Yes
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	Ongoing
Project Start Date	2020
Anticipated Completion Date	2026
Project Status	Pending
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design & Permitting	\$1,064,289		\$1,064,289						
Permitting	\$0								
Right-of-way Acquisition	\$576,157		\$576,157						
Construction	\$5,387,563		\$5,387,563						
TOTAL	\$7,028,009	\$0	\$7,028,009	\$0	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	4,638	0	4,638	0	0	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund & Loan	\$2,600,000		\$2,600,000						
Transportation Safety Fund	\$660,640		\$660,640						
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$7,028,009	\$0	\$7,028,009	\$0	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Grant Funding	\$3,767,369		\$3,767,369						

SR 522 Grade Separated Crossing (29)									
Description	Grade separated crossing of SR 522 at or just west of SR 104.								
Background	The new BRT station on SR 522 at the Town Center along with the parking garage preliminarily slated to be constructed nearby will increase the existing robust movements of pedestrians, bicycles and vehicles in this vicinity. A grade separated crossing will allow easier access for all modes without disrupting traffic flow on SR 522.								
Policy Basis	Mobility								
Total Project Cost	\$0								
Method of Financing	Future Grant Opportunities or Transportation Capital Fund (REET II)								
City Funding %									
In-House Costs Reimbursed	Yes								
Estimated Annual Maint. Costs	\$500 - striping, street sweeping, drainage maintenance, signage								
Change from Prior CIP	New Project								
Project Start Date	2019								
Anticipated Completion Date	2023								
Project Status	Pending								
Project Rating	Medium								
EXPENDITURES	Total	Previous	2019	2020	2021	2022	2023	2024	2025
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$840,000:				\$150,000:	\$300,000:	\$300,000:		\$90,000:
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$0:								
TOTAL	\$840,000	\$0	\$0	\$0	\$150,000	\$300,000	\$300,000	\$0	\$90,000
Estimated Staff Hours	672:	0:	0:	0:	120:	240:	240:	0:	72
FUND SOURCE	Total	Previous	2019	2020	2021	2022	2023	2024	2025
Capital Improvement	\$0:								
Transportation Capital Fund	\$0:								
Capital Facilities	\$0:								
SWM Capital Fund	\$0:								
Sewer Capital Fund	\$0:								
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES	Total	Previous	2019	2020	2021	2022	2023	2024	2025
Grant Funding	\$840,000:		\$0:	\$0:	\$150,000:	\$300,000:	\$300,000:		\$90,000:

Guardrail Replacement Program (30)

Description	Design and construction of failed guardrail segments throughout the City.
Background	In the past, King County assisted with the repairs and replacement of guardrails for the City. That service is no longer offered by the County leading the City to procure the design and installation independently.
Policy Basis	Mobility
Total Project Cost	\$850,000
Method of Financing	Transportation Capital Fund (REET II)
City Funding %	100
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	Ongoing
Project Start Date	2025
Anticipated Completion Date	Ongoing
Project Status	Pending
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$175,000		\$25,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$675,000		\$75,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	
TOTAL	\$850,000	\$0	\$100,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$0

Estimated Staff Hours	561	0	66	99	99	99	99	99	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$850,000		\$100,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$850,000	\$0	\$100,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
	\$0								

Beach Drive Sewer Lift Station (32)

Description	Two lift stations on Beach Dr. NE are near the end of their useful lives. One new lift station will replace both lift stations and upgrade the sewage conveyance in this basin. An emergency generator will also be installed.
Background	This sewer system was installed by Lake City Sewer District in the 1960s.
Policy Basis	1999 Sewer Comprehensive Plan
Total Project Cost	\$3,074,000
Method of Financing	Sewer Capital Fund
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	The project has been moved from 2018-2019 to the 2025-2026
Project Start Date	2025
Anticipated Completion Date	2026
Project Status	Pending
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$500,000		\$500,000						
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$2,574,000			\$2,574,000					
TOTAL	\$3,074,000	\$0	\$500,000	\$2,574,000	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	2,060	0	335	1,725	0	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$3,074,000			\$3,074,000			\$0	\$0	
TOTAL	\$3,074,000	\$0	\$0	\$3,074,000	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$0								

Sanitary Sewer System Master Plan (34)

Description	Perform a system master plan for our sanitary sewer system to identify a complete set of sewer assets, the condition of those assets, and those assets are within the City's right-of-way or easements are in place or are needed.
Background	This sewer system was installed by Lake City Sewer District in the 1960s.
Policy Basis	1999 Sewer Comprehensive Plan
Total Project Cost	\$400,000
Method of Financing	Sewer Capital Fund
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	None
Change from Prior CIP	N/A
Project Start Date	TBD
Anticipated Completion Date	TBD
Project Status	Pending
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$500,000			\$250,000	\$250,000				
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$500,000					\$250,000	\$250,000		
TOTAL	\$1,000,000	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$0	\$0

Estimated Staff Hours	670	0	0	168	168	168	168	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$1,000,000			\$250,000	\$250,000	\$250,000	\$250,000	\$0	
TOTAL	\$1,000,000	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$0								

Culvert L70 Replacement (36)

Section 8, Item A.

Description	Replacement of culvert L70 at the Lyon Creek crossing of 40th Avenue NE.
Background	In 2017 the City completed a Culvert Replacement Study on Lyon Creek, in response to prior flood events, 2007 being the most recent. The study revealed that many of the City's culverts are aging, undersized and barriers to fish passage and outlined a systematic approach to replace culverts L70-L155. Replacement of culverts downstream of L70 were replaced in 2015. The study ranked L70 as Low priority based on level of deficiencies, thus this project is not set to initiate until 2024.
Policy Basis	2017 Lyon Creek Culvert Replacement Study - Preliminary Design Report
Total Project Cost	\$1,680,000
Method of Financing	
City Funding %	
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	Surface Water Capital Fund, Grants
Change from Prior CIP	New Project
Project Start Date	2027
Anticipated Completion Date	2029
Project Status	City is seeking outside funding opportunities
Project Rating	Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$372,000					\$372,000			
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$1,308,000						\$1,308,000		
TOTAL	\$1,680,000					\$372,000	\$1,308,000		

Estimated Staff Hours	2,738	0	0	0	0	606	2,132	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$1,680,000					\$372,000	\$1,308,000		
Sewer Capital Fund	\$0								
TOTAL	\$1,680,000	0	0	0	0	\$372,000	1,308,000	0	\$0

Culvert L90 Replacement (38)

Section 8, Item A.

Description	Replacement of the L90 culvert (NE 185th Street) along with restoration of the collapsed culvert creek channel and adjacent private property at 18503 Ballinger Way NE.
Background	<p>In 2009 the City completed a Flood Reduction Planning study that was initiated in response to a significant flooding event in 2007. The planning study revealed that many of the City's culverts are aging, undersized and barriers to fish passage and outlined a systematic approach to replace each of them. Since 2009, the City has ambitiously sought funding for culvert replacement projects and completed five culvert replacements valued at over \$7 million - four of the culverts were not owned by the City and were very complex leading to higher costs per culvert. With the regional flooding issue resolved, the City now focuses its attention on structurally deficient culverts and fish barrier culverts.</p> <p>WSDOT is committed to replacing culvert L100 across SR 104 (west of 35th) with construction expected in 2025. LFP is working with WSDOT to restore the creek by replacing L100 and L90 culverts in consecutive years limited the construction's impact to the community. The City has successfully obtained grant funding to finance the design and construction phases of the City's project.</p>
Policy Basis	2009 Lake Forest Park Flood Reduction Planning Study
Total Project Cost	\$3,070,000
Method of Financing	Grants
City Funding %	<5%
In-House Costs Reimbursed	Yes
Estimated Annual Maint. Costs	Surface Water Capital Fund, Grants
Change from Prior CIP	Construction to start in 2026
Project Start Date	2017
Anticipated Completion Date	2026
Project Status	Pending WSDOT completion of L100
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$3,070,000			\$3,070,000					
TOTAL	\$3,070,000	\$0	\$0	\$3,070,000	\$0	\$0	\$0	\$0	\$0

Estimated Staff Hours	5,004	0	0	5,004	0	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$3,070,000			\$3,070,000					
Sewer Capital Fund	\$0								
TOTAL	\$3,070,000	\$0	\$0	\$3,070,000	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State Capital Budget	\$3,070,000			\$3,070,000					
Total	\$3,070,000	\$0	\$0	\$3,070,000	\$0	\$0	\$0	\$0	\$0

Culvert L110 Replacement (39&40)

Section 8, Item A.

Description	Replacement of culvert L110, Lyon Creek crossing at the intersection of 35th Avenue NE & NE 190th Street
Background	In 2017 the City completed a Culvert Replacement Study on Lyon Creek, in response to prior flood events, 2007 being the most recent. The study revealed that many of the City's culverts are aging, undersized and barriers to fish passage and outlined a systematic approach to replace culverts L70-L155. Replacement of culverts downstream of L70 were replaced in 2015. The study ranked L110 as High priority based on level of deficiencies, but is in line with other culvert projects already in process of design/construction.
Policy Basis	2017 Lyon Creek Culvert Replacement Study - Preliminary Design Report
Total Project Cost	\$5,055,252
Method of Financing	
City Funding %	
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	Surface Water Capital Fund, Grants
Change from Prior CIP	New Project
Project Start Date	2023
Anticipated Completion Date	2026
Project Status	City is seeking outside funding opportunities
Project Rating	Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$618,181					\$618,181			
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$4,437,070								\$4,437,070
TOTAL	\$5,055,252	\$0	\$0	\$0	\$0	\$0	\$618,181	\$0	\$4,437,070

Estimated Staff Hours	8,240		0	0	0	0	1,008	0	7,232
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$5,055,252		\$0	\$0	\$0	\$0	\$618,181	\$0	\$4,437,070
Sewer Capital Fund	\$0								
TOTAL	\$5,055,252	\$0	\$0	\$0	\$0	\$0	\$618,181	\$0	\$4,437,070

Brookside/#35th Avenue Culvert Replacement (41&42)

Section 8, Item A.

Description	Replacement of the culvert on 35th Avenue NE along Brookside Elementary School.
Background	The culvert along the north side of Brookside Elementary is a small culvert that serves as the access point for the rear parking lot to the school. With the realignment of the creek in this area due to the school's construction, the creek maintains a very flat slope which causes sediment to collect. Every year, King County is scheduled to perform sediment removal along this section of the creek.
Policy Basis	
Total Project Cost	\$750,000
Method of Financing	
City Funding %	
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	Surface Water Capital Fund, Grants
Change from Prior CIP	New Project
Project Start Date	2027
Anticipated Completion Date	2028
Project Status	City is seeking outside funding opportunities
Project Rating	Low

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$200,000						\$200,000		
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$550,000							\$550,000	
TOTAL	\$750,000	\$0	\$0	\$0	\$0	\$0	\$200,000	\$550,000	\$0

Estimated Staff Hours	1,223		0	0	0	0	326	897	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$750,000						\$200,000	\$550,000	
Sewer Capital Fund	\$0								
TOTAL	\$750,000	\$0	\$0	\$0	\$0	\$0	\$200,000	\$550,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
King County Flood Control Dist.									

28th Avenue Culvert Replacement (45)									
Description	Replacement of the failed culvert on 28th Avenue NE.								
Background	The culvert on 28th Avenue NE failed last year and a temporary repair is planned for 2024. A permanent repair is needed to address the full length of the culvert that runs under 28th Avenue NE.								
Policy Basis	Temporary repair requires a permanent replacement within 5 years.								
Total Project Cost	\$750,000								
Method of Financing									
City Funding %	100%								
In-House Costs Reimbursed	No								
Estimated Annual Maint. Costs	Surface Water Capital Fund, Grants								
Change from Prior CIP	New Project								
Project Start Date	2027								
Anticipated Completion Date	2028								
Project Status	City is seeking outside funding opportunities								
Project Rating	Low								
EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$200,000				\$200,000				
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$550,000					\$550,000			
TOTAL	\$750,000	\$0	\$0	\$0	\$200,000	\$550,000	\$0	\$0	\$0
Estimated Staff Hours	1,223		0	0	326	897	0	0	0
FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
King County Flood Control Dist.									

Stormwater Facility Retrofit Project (46)

Description	Project proposes to install a vault in the parcel between Ballinger Way NE and 32nd Avenue NE which avoids impacts to the critical root zone of large trees.
Background	The NPDES Phase II permit required that a Stormwater Management Action Plan (SMAP) be completed in 2023. One of the action items from the SMAP is install a treatment vault to treat stormwater before it reaches Lyon Creek.
Policy Basis	NPDES Phase II Permit, 2008 Lake Forest Park Programmatic Study
Total Project Cost	\$440,000
Method of Financing	Possible Washington State Department of Ecology Grant, and Lake Forest Park Surface Water Capital Fund
City Funding %	TBD
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	TBD
Change from Prior CIP	New Project
Project Start Date	2025
Anticipated Completion Date	2026
Project Status	Ongoing
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$40,000				\$40,000				
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$400,000				\$400,000				
TOTAL	\$440,000	\$0	\$0	\$0	\$440,000	\$0	\$0	\$0	\$0

Estimated Staff Hours	717	0	0	0	717	0	0	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$440,000				\$440,000				
Sewer Capital Fund	\$0								
TOTAL	\$440,000	\$0	\$0	\$0	\$440,000	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
	\$0								

Stormwater System Master Plan (47&48)

Description	Perform a system master plan for the stormwater system to identify a complete set of assets, the condition of those assets, and those assets are within the City's right-of-way or easements are in place or are needed.
Background	The existing stormwater system is aged and recent issues with crossings have indicated that a comprehensive look at the whole system is recommended to determine long term planning needs.
Policy Basis	NPDES Phase II Permit, 2008 Lake Forest Park Programmatic Study
Total Project Cost	\$400,000
Method of Financing	Surface Water Capital Fund
City Funding %	100%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	None
Change from Prior CIP	N/A
Project Start Date	2026
Anticipated Completion Date	2030
Project Status	Pending
Project Rating	High

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$400,000			\$400,000					
Design	\$150,000				\$150,000				
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$950,000				\$200,000	\$250,000	\$250,000	\$250,000	
TOTAL	\$1,500,000	\$0	\$0	\$400,000	\$350,000	\$250,000	\$250,000	\$250,000	\$0

Estimated Staff Hours	1,005	0	0	268	235	168	168	168	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$1,500,000			\$400,000	\$350,000	\$250,000	\$250,000	\$250,000	
Sewer Capital Fund	\$0						\$0	\$0	
TOTAL	\$1,500,000	\$0	\$0	\$400,000	\$350,000	\$250,000	\$250,000	\$250,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$0								

NE 195th Street and SR 104 Culvert Replacement (50)

Section 8, Item A.

Description	The culvert at NE 195th Street and SR 104 is undersized and caused flooding issues in the area.
Background	The culvert at NE 195th Street and SR 104 is at the apex of the City of Lake Forest Park, the City of Shoreline and WDOT's jurisdiction. Shoreline has taken the lead on this project and is working with the US Army Corps of Engineers to design and reconstruct the culvert to meet current standards. We have an ILA in place that obviates the City of Lake Forest Park to pay ten percent of the cost of the culvert replacement. The actual costs are not known but we are starting with an overall cost of \$10M.
Policy Basis	ILA regarding a problematic culvert
Total Project Cost	\$1,000,000
Method of Financing	
City Funding %	10%
In-House Costs Reimbursed	No
Estimated Annual Maint. Costs	Surface Water Capital Fund, Grants
Change from Prior CIP	New Project
Project Start Date	2028
Anticipated Completion Date	2030
Project Status	Shoreline is seeking outside funding opportunities
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$0								
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$1,000,000					\$500,000	\$500,000		
TOTAL	\$1,000,000	\$0	\$0	\$0	\$0	\$500,000	\$500,000	\$0	\$0

Estimated Staff Hours	1,630		0	0	0	815	815	0	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$0								
Sewer Capital Fund	\$0								
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
King County Flood Control Dist.									

Materials Bins Covers - Public Works Facility (51)									
Description	Construct permanent covers/roof structure with lighting over the materials bins at the public works facility to reduce impacts from public works activities and material storage on the stormwater system and comply with state regulations.								
Background	The NPDES Phase II permit requires that the materials bins be covered to prevent sediment from traveling into the stormwater system from the materials piles.								
Policy Basis	NPDES Phase II Permit, 2008 Lake Forest Park Programmatic Study								
Total Project Cost	\$540,000								
Method of Financing	Washington State Department of Ecology Grant, Lake Forest Park Surface Water Capital Fund								
City Funding %	83%								
In-House Costs Reimbursed	No								
Estimated Annual Maint. Costs	\$500/yr								
Change from Prior CIP	Construction has been moved to 2021. The source of funding has changed from a combination of state/federal funding to Surface Water Capital.								
Project Start Date	2012								
Anticipated Completion Date	2021								
Project Status	Ongoing								
Project Rating	High								
EXPENDITURES	Total	Previous	2019	2020	2021	2022	2023	2024	2025
Project Development/Planning	\$0:								
Pre-design	\$0:								
Design	\$0:								
Permitting	\$0:								
Right-of-way Acquisition	\$0:								
Construction	\$540,000:								\$540,000
TOTAL	\$540,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$540,000
Estimated Staff Hours	880:	0:	0:	0:	0:	0:	0:	0:	880
FUND SOURCE	Total	Previous	2019	2020	2021	2022	2023	2024	2025
Capital Improvement	\$0:								
Transportation Capital Fund	\$0:						\$0:		
Capital Facilities	\$0:	\$0							
SWM Capital Fund	\$540,000:						\$0:		\$540,000
Sewer Capital Fund	\$0:								
TOTAL	\$540,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$540,000
REVENUES	Total	Previous	2019	2020	2021	2022	2023	2024	Future
State/Federal Funding	\$0:								

Misc. Surface Water Projects (52)

Description	Design and reconstruction failed culverts that have been identified by the Stormwater Master Plan or known areas of concern.
Background	Throughout the years, staff and residents have periodically encountered culverts that have been compromised and need to be replaced due to age, degradation, or damage. This project aims to address those conditions by repairing or replacing the culverts in a systematic way based on anecdotal and empirical data.
Policy Basis	Surface Water Maintenance
Total Project Cost	\$1,000,000
Method of Financing	SWM Capital
City Funding %	100%
In-House Costs Reimbursed	TBD
Estimated Annual Maint. Costs	None
Change from Prior CIP	None
Project Start Date	Pending
Anticipated Completion Date	Pending
Project Status	City is identifying possible outside funding sources
Project Rating	Medium

EXPENDITURES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Project Development/Planning	\$0								
Pre-design	\$0								
Design	\$300,000				\$75,000	\$75,000	\$75,000	\$75,000	
Permitting	\$0								
Right-of-way Acquisition	\$0								
Construction	\$700,000				\$175,000	\$175,000	\$175,000	\$175,000	
TOTAL	\$1,000,000	\$0	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$0

Estimated Staff Hours	1,630	0	0	0	408	408	408	408	0
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FUND SOURCE	Total	Previous	2025	2026	2027	2028	2029	2030	Future
Capital Improvement	\$0								
Transportation Capital Fund	\$0								
Capital Facilities	\$0								
SWM Capital Fund	\$1,000,000				\$250,000	\$250,000	\$250,000	\$250,000	
Sewer Capital Fund	\$0								
TOTAL	\$1,000,000	\$0	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$0

REVENUES	Total	Previous	2025	2026	2027	2028	2029	2030	Future
State/Federal Funding	\$0								



CITY OF LAKE FOREST PARK CITY COUNCIL AGENDA COVER SHEET

Meeting Date January 23, 2025

Originating Department Executive

Contact Person Phillip Hill, City Administrator

Title Resolution 25-2004/Declaring Certain Assets as Surplus for Disposition Through Direct Sale or Public Auction

Legislative History

- First Presentation – January 23, 2025, Regular City Council Meeting
- Second Presentation – February 13, 2025, Regular City Council Meeting

Attachments:

1. Resolution 25-2004
2. Resolution 612 – Establishing a policy relating to the disposal of surplus other than real estate

Executive Summary

This Resolution would declare five vehicles surplus and authorize their disposal per City policy. The adopted 2023-2024 biennial budget allocated funds to purchase two new patrol vehicles in the police department and two new vehicles in public works. The police department took delivery of two new vehicles earlier this year. A third vehicle is being purchased by the police foundation to support the city's K9 program. The timing for delivery of that vehicle is yet undetermined. Public Works took delivery of a new dump truck chassis in October. They held off purchasing the superintendent's new electric vehicle until the charging station project at the public works yard is completed, sometime in 2025.

Background

Vehicles P-02 and P-12 are patrol vehicles, P-14 serves as the K9 vehicle. All these police vehicles require significant ongoing maintenance and have, or will be, replaced by new, more reliable vehicles. Vehicle 109 is a 19-year-old vehicle lacking many important safety features, standard on newer vehicles. It will be replaced by a newer vehicle from Public Works, following purchase of the superintendent's new vehicle in 2025.

The table below shows the approximate value anticipated through auction by James G. Murphy Company, Commercial, Industrial and Real Estate Auctioneers utilized by the city for disposition of surplus assets.

Vehicle ID	Year	Make	Model	VIN	Plate	Mileage	Value	Disposal
P-02	2017	Ford	Explorer	1FM5K8AR7HGC34789	WA64100D	117,357	\$6,000 - \$7,000	Immediate
P-12	2015	Ford	Explorer	1FM5K8AR8FGA78713	WA57937D	103,946	\$5,500 - \$6,500	Immediate
P-14	2013	Ford	Explorer	1FM5K8ARODGC73721	WA52095D	93,872	\$4,500 - \$5,500	Delivery of replacement
109	1996	Jeep	Cherokee	1J4FJ285XTL213639	WA20776D	95,196	\$5,500 - \$6,500	Immediate
110	1997	International	4900 5-7 Yard Dump	1HTSDAAR1WH530510	WA52098D	47,578	\$12,500 - \$15,000	Replacement outfitted

Resolution 612 established a policy regarding the disposal of surplus other than real estate. Due to the value of items considered surplus, council action by resolution is required. Vehicles could be sold at auction for a 10% commission or for a negotiated price to one or more designated buyers.

Fiscal & Policy Implications

The funds collected from the sales of these vehicles will be remitted to the Fleet Replacement Fund (501).

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"> • Declare the items as surplus. 	The city administrator will work with James G. Murphy Company to sell vehicles at auction, and potentially through negotiated sale to one or more designated buyers.
<ul style="list-style-type: none"> • Do not declare the items as surplus 	The city will retain the vehicles.

Staff Recommendation

Approve Resolution 25-2004 Declaring Certain Assets As Surplus For Disposition Through Direct Sale or Public Auction.

RESOLUTION NO. 25-2004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, DECLARING VEHICLES AS SURPLUS PROPERTY AND AUTHORIZING THEIR SALE AT PUBLIC AUCTION OR BY DIRECT SALE

WHEREAS, the City Administrator has identified five vehicles that are no longer in service to the City; and

WHEREAS, the City's policy relating to the disposal of surplus property with a value exceeding \$3,000 requires City Council approval after a recommendation by the City Administrator; and

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

Section 1. APPROVE DISPOSAL OF SURPLUS PROPERTY. The City Council of the City of Lake Forest Park declares that following vehicles are surplus to the needs of the City and authorizes their disposal at public auction or by direct sale:

Vehicle ID	Year	Make	Model	VIN	Plate	Mileage	Value	Disposal
P-02	2017	Ford	Explorer	1FM5K8AR7HGC34789	WA64100D	117,357	\$6,000 - \$7,000	Immediate
P-12	2015	Ford	Explorer	1FM5K8AR8FGA78713	WA57937D	103,946	\$5,500 - \$6,500	Immediate
P-14	2013	Ford	Explorer	1FM5K8AR0DGC73721	WA52095D	93,872	\$4,500 - \$5,500	Delivery of replacement
109	1996	Jeep	Cherokee	1J4FJ285XTL213639	WA20776D	95,196	\$5,500 - \$6,500	Immediate
110	1997	International	4900 5-7 Yard Dump	1HTSDAAR1WH530510	WA52098D	47,578	\$12,500 - \$15,000	Replacement outfitted

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 January, 2025.

APPROVED:

Thomas French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

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

RESOLUTION NO. 612

**A RESOLUTION OF THE CITY OF LAKE FOREST PARK,
WASHINGTON ESTABLISHING A POLICY RELATING
TO THE DISPOSAL OF SURPLUS OTHER THAN REAL
ESTATE**

WHEREAS, the City Council of the City of Lake Forest Park finds that the establishment of policies to dispose of surplus property other than real estate is an important element of a fixed assets control system; and

WHEREAS, it is important to establish procedures for disposition of property, other than real estate, which is surplus to the needs of the City. It is the intention of this policy that the procedures set forth here are preferred over others; therefore, special procedures called for under other legislation are to be deemed exceptions to this chapter, and their use is to be limited accordingly; and

WHEREAS, City staff have worked with the Municipal Research & Service Center to review standard municipal practices on this subject; and

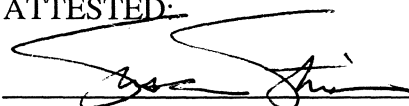
WHEREAS, the City Administrator has presented them to the City Council for their review and deliberation.

NOW, THEREFORE, the City Council of the City of Lake Forest Park, Washington, does resolve that the "City of Lake Forest Park Disposal of Surplus Property Other Than Real Estate Policy," attached as Exhibit "A" to this resolution is adopted as the official Policies for the Disposal of Surplus Property Other Than Real Estate.

PASSED BY A MAJORITY VOTE of the members of the City of Lake Forest Park City Council this 25th day of January, 2001, and signed into authentication this 30th day of January 30, 2001.

APPROVED:


David R. Hutchinson, Mayor

ATTESTED:


Susan Stine, City Clerk

Posted: January 31, 2001

*Resolution 612
Approved by Council
January 25, 2001*

Exhibit A

City of Lake Forest Park Disposal of Surplus Property Other Than Real Estate Policy

PURPOSE

It is important to establish procedures for disposition of property, other than real estate, which is surplus to the needs of the City. It is the intention of this policy that the procedures set forth here are preferred over others; therefore, special procedures called for under other legislation are to be deemed exceptions to this chapter, and their use is to be limited accordingly.

DEFINITION

Surplus is defined as any tangible material owned by the City which is not needed at present or for foreseeable future job requirements. Items included are those purchased or received as gifts.

RESPONSIBILITY FOR ADMINISTRATION

The City's City Administrator, or such other officer as may from time to time be appointed, is responsible for the administration of this policy. The City Administrator shall coordinate the disposition of surplus property, and shall aid the City Council in determining the best method of disposal.

DETERMINATION OF VALUE

A department wishing to dispose of a single item of surplus property, or a group of items, shall make an estimate of the reasonable market value in "as is, where is" condition. If the department cannot make the estimate, the City Administrator shall determine the reasonable market value.

INITIAL PROCEDURE

A City department responsible for property which it wishes to declare surplus shall provide the City Administrator with a detailed description of the property, its location and condition, and its estimated value. The City Administrator shall then:

- A. Determine if any other department of the City has use for the property. If such a use is found, the City Administrator shall carry out the transfer of ownership and shall ensure that, if necessary, the fund disposing of the property is reimbursed for its reasonable market value,

- B. If the property is not needed by the City, and the estimated value is less than \$500.00 the City Administrator may dispose of the property in one of the approved methods listed herein.

PROCEDURE -- PROPERTY WITH AN ESTIMATED VALUE BETWEEN FIVE HUNDRED AND THREE THOUSAND DOLLARS

The Mayor has authority to direct disposition of surplus property with an estimated value between \$500 and \$3,000. The procedure is as follows:

- A. The Mayor shall examine a report of the City Administrator and shall direct the City Administrator to dispose of the property in one or more specified ways. The Mayor may also impose such reasonable conditions of disposition as shall be in the best interests of the City.
- B. The City Administrator shall then dispose of the property in the manner specified, and shall ensure that the proper fund is credited with any resulting proceeds. Any cost incurred in the sale shall then be paid from the receiving fund. (i.e. auctioneer commission, advertising, etc.)
- C. If the City Administrator cannot dispose of the property in the manner specified, he shall report to the Mayor and make his recommendations for further action.

PROCEDURE -- PROPERTY WITH AN ESTIMATED VALUE OVER THREE THOUSAND DOLLARS

Disposition of surplus property with an estimated value over three thousand dollars must be approved by a majority of the City Council. The procedure is as follows:

- A. The City Council shall consider the report of the City Administrator and shall then give further directions to the City Administrator.
- B. The full Council shall consider the recommendations of its City Administrator, and may then:
 - 1. Approve the disposition by Resolution;
 - 2. Approve the disposition with additional special conditions; or
 - 3. Disapprove the proposed disposition, whereupon it shall give the City Administrator directions for further action.

METHODS OF DISPOSITION

Permissible methods of disposition of surplus property include, but are not limited to:

- A. Public auction;
- B. Solicitation of written bids;
- C. Negotiated sale to one or more designated buyers;
- D. Transfer to another agency of government at or below reasonable market value;
- or
- E. Disposal as trash

POLICY

City employees shall not directly take or dispose of city property other than in their official duties. This includes but is not limited to articles of clothing, supplies, tools and vehicles. Items (including clothing) owned by the city found to be unfit for further service on the job shall be turned in to a designated point within the department. As the number of items turned in are justified, they will be declared surplus and sold as directed by the City Administrator. No city owned item shall be turned over to an individual (employee or other person) for their personal use other than items purchased by employee clothing allotments.

Employees shall not request and will not receive any preferential treatment in the disposal or sale of city surplus material. Likewise, employee shall receive no special prices on the sale of surplus.

Certain City employees are excluded from purchasing items from the City by Washington State law. These include those directly involved in declaring items surplus, elected officials, department heads and those administering the sale. RCW 42.23.030(6)

FOUND ITEMS

Items found by City employees in the course of their duties and not falling into one of the following areas shall be turned in to the department head as a "lost and found" item:

- A. Those that are perishable;
- B. Those that would create a health, sanitary or safety problem if stored;
- C. Those items that would reasonably be considered garbage.

Items found and fitting into one of the above categories may be disposed of as seems reasonable. Other items will be turned in as "lost and found" items.

RCW 63-21-070 specifically disallows employees from personally keeping any property found in the course of employment.

City Administrator Report

City of Lake Forest Park

Date: February 13, 2025

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

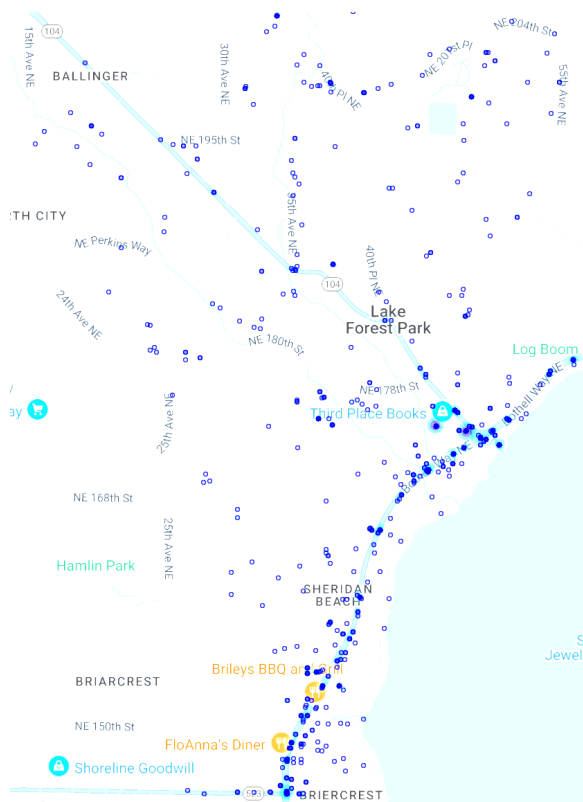
CC: Honorable Mayor Tom French
Leadership Team

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



Police incidents heatmap for January 2025:
Each blue dot is an incident generated by dispatch or an officer.
This map represents **XXX** Call Incidents in **January**

Traffic General	453
Questionable Activity	58
Warrants	36
Contact of a Person	27
E911	26
Welfare Check	10
Theft	10
Alarm	10
Traffic Collision	9
Malicious Mischief	7
Fraud	7
Disturbance	6
Vehicle Prowl	5
Domestic Violence	5
Hit & Run	4

Case Reports Taken for January 2025

Theft	9	Burglary	1
Warrant Arrest	7	Graffiti	1
Behavioral Health	5	Minor, liquor violation	1
Domestic Incident	4	Traffic Offenses	1
Adult Protective Services	4	Assist Outside Agency	1
Death Investigation	3	Drugs	1
Trespass	3	Order Violation	1
Fraud	3	Weapons Violation	1
Vehicle Prowl	3	Recovered Property	1
DUI	2	Malicious Mischief	1
Total – 53			

Notable Incidents:**DUI & Narcotics**

- Officers responded to a traffic accident and determined that one of the drivers was under the influence. The driver was arrested.
- Proactive work by Sgt. Parrish who noticed two subjects slumped over in a bus shelter. Both subjects were clearly on drugs, and they had paraphernalia around them. They were warned about doing drugs in our city. They refused assistance.
- A citizen called the police regarding a possible intoxicated male in a vehicle parked at the Horizon View Park screaming. Officers contacted him, determined that he was under the influence, and warned him. He understood and said that he would go for a walk.

Suicide

- Officers were called because a female subject (well-known to the police) was having suicidal thoughts. She was sent to the hospital for an evaluation (ITA).
- A citizen called 911 stating that her boyfriend cut his wrists with a knife. Officers responded and he was sent to Northwest Hospital.

Harassment

- An employee in the Town Center contacted the police because she believed that another employee had been harassing her. She explained to the officers that they were “kind of dating”, but she is married to somebody else. The other employee spoke with officers too, stating that she is harassing him. The sergeant explained the law to both of them and advised them to stop talking to each other.

Domestic Violence

- The incident started as a burglary in progress call. Upon arrival the officers determined that it was a verbal domestic issue between the reporting party and her ex-boyfriend.
- Officers were dispatched to a possible domestic violence in progress. They spoke with all the parties involved and determined that it was only verbal.

Order Violations

- Officers responded to an order violation in progress. The person who violated the order is a well-known subject. He was eventually arrested at the scene.
- Officers responded to a violation of a restraining order. The investigation is in progress.

Disturbances

- Officers found two males inside a parked vehicle (in front of the city hall) arguing and yelling. The officers were able to separate them without using force and transported one of them home.
- A well-known subject, who has Alzheimer's, called the police stating that there was a disturbance in progress in her residence. No evidence of a disturbance.
- Officers responded to disturbance/loud argument between mom and 10 year old daughter. Officers spoke to both of them.

Fraud

- A citizen advised the police that somebody had attempted a phone scam utilizing a spoofed King County Sheriff's Office phone number.

Assists

- A confused person flagged down one of our officers because she did not remember who she was, why she was here, and where she lived. She agreed to go to the hospital to be evaluated for a possible head trauma or other medical conditions.
- Two officers were doing routine traffic stops when they saw a vehicle traveling at a high rate of speed and driving recklessly. One of the officers tried to initiate a traffic stop but the vehicle fled into Kenmore/Snohomish County. The officer did not pursue the vehicle but, a short time later, he was advised that the vehicle ultimately had crashed in Snohomish County. All the occupants were juveniles, and the driver died at the scene. It appeared that alcohol was involved.
- A citizen approached our officers as they were conducting a traffic stop explaining that he had been robbed in Shoreline. A Shoreline deputy responded and took over the investigation.

Bomb Incident

- A citizen called the police because she inherited a house and found a few old blasting caps in the basement. KCSO bomb squad came and safely removed them.

Behavioral Health

- Ofc. Gouin was parked in the lower parking area by the city hall when a male subject in a truck pulled up to report that his female passenger, who was naked and wearing only a sports bra, was tearing up his truck. The female then started to throw items at Ofc. Gouin, who was seated in her patrol car, before exiting the truck and trying to get into the front passenger side of Ofc. Gouin's patrol car. The female then got into the back seat of Ofc. Gouin's patrol car and started to scream and be combative with Ofc. Gouin. Ofc. Gouin managed the situation until backup officers arrived to monitor the screaming female and the pickup driver. The pickup driver (who was identified and remained on scene until released), stated that he observed the naked female walking in the area of 143rd and Lake City Way. He pulled over to help and she got in his truck. When he asked if she needed help, she began to attack him, threw his cell phone out of reach and then started tearing up his truck. The pickup driver is a Shoreline resident, so he knew where LFPPD was and came to our station to get help. Eventually the female was transported to Northwest Hospital for an ITA. The pickup driver declined to press charges and asked that the female get mental health assistance.

Area check

- Several citizens called 911 because they heard several "handgun shots" in the 3900 block of NE 199th St. Patrol officers conducted an area check but could not find anything unusual.

Theft

- Theft in progress at Albertsons. The suspect left before the arrival of the officers.
- A vehicle was stolen in the 4300 block of NE 186th Street. No leads at this time.

Jamie Bindell Memorial 5k Run



On January 25, 2025, the Monroe community gathered for the annual Jamie Bindell Memorial 5K Run in Monroe, honoring the late Jamie Bindell, a corrections officer that died in the line of duty. Despite the frigid temperatures, participants

showed up in force to support the cause. Among the runners were Detective Teschlog, Officer Benjamin, and Chief Harden, demonstrating their support. Their participation highlighted the strong bond between local law enforcement and the community.

Congratulations to Officer Rizk on Graduating the Police Academy!



We are proud to announce that Officer Michael (Mike) Rizk has officially graduated from the police academy on January 28, 2025, after 19 weeks of intensive training. He is eager to begin field training and serve the Lake Forest Park community.

Officer Rizk brings a wealth of experience and dedication to his new role. Born and raised in Egypt, he worked as a Certified Nurse Assistant before earning a bachelor’s degree in law and justice from Central Washington University, where he also completed flight school. He served in the Washington State Army National Guard as an Aircraft Electrician until 2015. For the past nine years, he worked as a Corrections Deputy with Snohomish County Corrections. His commitment to service was recognized in 2023 when he received a Life Saving Medal for his efforts in reviving a Fentanyl overdose victim.



Mike and his wife, Kristin, have been married since 2015 and have a 7-year-old daughter, Sophie. Outside of work, he enjoys fishing and crabbing in the Puget Sound, camping, and taking group motorcycle rides. As the only member of his family to serve in law enforcement, Officer Rizk has a deep respect for the profession and is excited to begin his career with LFP Police. Please join us in congratulating Officer Rizk and welcoming him to the team! Ofc. Rizk’s official swearing-in is February 13th at the City Council Meeting.

LFP Officers Participate in 6th Annual Rotary Polar Plunge



On January 27, 2025, officers attended the icy waters of Lake Washington for the 6th Annual Rotary Polar Plunge at the LFP Civic Club. The entry fee was jars of peanut butter, donated to a local food bank to support families in need.

Chief Harden and Commander Zanella jumped in with rotary group and brave souls, with Chief Harden making a splash—literally—by going down the slide in uniform! Mayor Tom French joined in on the fun, taking the plunge alongside the Chief in a true show of community spirit.

KC Marine Patrol was on-site to ensure safety, while Sgt. Becker, Officer Alcean, and Officer Carlsrud also attended to lend support of Rotary’s mission to end polio. The event once again showcased the dedication of our community giving back, even in freezing temperatures!



II. Internal City Information

Community Development Department

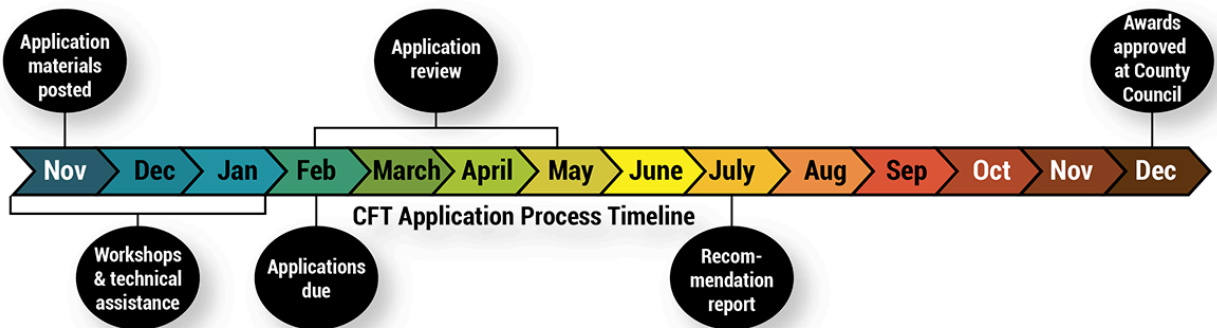
Update to City Council on the City’s sign code amendments effort:

The required WA State Department of Commerce review of the City’s draft sign code amendments and implementing ordinance is complete with no comments being received. The amendments, reviewed by Commerce and applicable agencies, are the Planning Commission’s recommended changes, introduced to the City Council in 2024. Staff is now completing the SEPA environmental review and determination for the proposed amendments. A SEPA Checklist was prepared for a non-project action (adoption of amended sign regulations city wide) and a Determination of Non-Significance (DNS) was issued by the Community Development Director. On February 6, 2025, the public notice for the required public comment period was published in the Newspaper of Record and distributed via the other required methods, including the SEPA Register at the WA State Department of Ecology. Comments on the DNS and/or Checklist will be collected and reviewed in February. Shortly thereafter, we anticipate organizing the several required dates/meetings/agendas with the City Council for a public hearing and review of the amendments in the first half of 2025.

III. Council Information

- The Administration has submitted a grant application to King County Conservation Futures to offset the cost of purchasing the Rose property adjacent to Five Acre Woods in the amount of \$1,284,551, the maximum qualifying amount. Purchase price for the property was \$1,600,000.

The city will receive notice in July 2025 if the project is recommended to the King County Council for funding, with action taking place in December 2025.



IV. Response to Citizen and Council Comments**V. Contract Reporting****Severe Weather Shelter Activity**

- St. Dunstan's SWS 1/12-1/29, 2025
 - 1/12: 1 male participant
 - 1/13: 3 male participants
 - 1/14: 7 participants, 6 men and 1 woman.
 - 1/15: 5 participants, 4 men 1 woman.
 - 1/16: 9 participants, 6 men and 3 women.
 - 1/17: 9 participants, 7 men and 2 women.
 - 1/18: 11 participants, 8 men and 3 women.
 - 1/19: 12 participants, 8 men and 4 women
 - 1/20: 12 participants, 8 men and 4 women
- The City entered into a Purchased Services Agreement for Emergency Snow Removal Services with the Northshore Utility District (NUD). Due to staffing shortages in the Public Works Department, it was challenging to keep streets clear due to heavy overnight snowfall February 6 into February 7. NUD employees were activated at 12:30 pm February 7 and quickly made a positive impact, providing the city's crew with much needed assistance. This agreement will remain in place until terminated by one or both parties.

New Contracts

A contract with Seattle Police Department (AG-25-005) was administratively approved by Chief Harden to join the Washington State Internet Crimes Against Children Task Force. SPD is the coordinating agency for our area.

VI. Legislative Update**VII. Community Events****VIII. Upcoming City Sponsored Events**

IX. Meetings Calendar**[North King County Coalition on Homelessness](#)****February 20, 2025, 1:00 PM - 2:30 PM****[More Details](#)****[City Council Budget & Finance Committee Meeting \(hybrid meeting\)](#)****February 20, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom****[More Details](#)****[City Council Committee of the Whole Meeting \(hybrid meeting\)](#)****February 24, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom****[More Details](#)****[Parks and Recreation Advisory Board Meeting \(hybrid meeting\)](#)****February 25, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom****[More Details](#)****[City Council Regular Meeting \(hybrid meeting\)](#)****February 27, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom****[More Details](#)**