

CITY OF LAKE FOREST PARK
CITY COUNCIL REGULAR MEETING MINUTES
December 14, 2023

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

Councilmembers present: Tom French, Deputy Mayor; Phillippa Kassover, Council Vice-Chair; Lorri Bodi, Tracy Furutani, Larry Goldman (via Zoom and in person), Jon Lebo, Semra Riddle

Councilmembers absent: none

Staff present: Jeff Johnson, Mayor; Phillip Hill, City Administrator; Kim Adams Pratt, City Attorney; Mike Harden, Police Chief; Lindsey Vaughn, Finance Director; Andy Silvia, Senior Project Manager; Matt McLean, City Clerk

Others present: 5 visitors

CALL TO ORDER

Mayor Johnson called the December 14, 2023 City Council regular meeting to order at 7:00 p.m.

FLAG SALUTE

Mayor Johnson led the Pledge of Allegiance.

ADOPTION OF AGENDA

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

PUBLIC COMMENTS

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

- Stephanie Angelis, LFP resident, opposes residential parking zones and speeding near Horizon View Park

There being no one else in the audience wishing to speak, Mayor Johnson closed public comments.

1 **FINAL CONFIRMATION**

2
3 The City Council interviewed two applicants for partial term vacancies on the Tree Board:
4 Victoria Kutzaz and Stacey Spain.

5
6 **Deputy Mayor French moved** to confirm the Mayor's appointment of Victoriz Kutzaz to
7 Position 2 on the Tree Board and Stacey Spain to Position 7 on the Tree Board, with both
8 partial terms ending February 28, 2025. **Cmbr. Bodi seconded. The motion to confirm**
9 **the Tree Board appointments as stated carried unanimously.**

10
11 **PRESENTATION – Safe Speed Study**

12
13 Jon Pascal and Paul Sherman (via Zoom) from Transpo Group gave a presentation and
14 responded to questions on the Safe Speed Study.

15
16 Discussion followed. There was consensus of the Council for option three with traffic calming
17 options.

18
19 Mayor Johnson left the meeting at 8:15 p.m.

20
21 **CONSENT CALENDAR**

22
23 **Cmbr. Riddle moved** to approve the Consent Calendar as presented. **Cmbr. Bodi**
24 **seconded. The motion to approve the Consent Calendar as presented carried**
25 **unanimously.**

- 26
27 1. November 9, 2023 City Council Work Session Minutes
28 2. November 9, 2023 City Council Regular Meeting Minutes
29 3. November 15, 2023 City Council Special Meeting Minutes
30 4. November 30, 2023 City Council Special Meeting Minutes
31 5. December 8, 2023 City Council Special Meeting Minutes
32 6. Approval of City Expenditures for the Periods Ending November 23, 2023 (prepaid) and
33 December 14, 2023, covering 85576 – 85681 in the amount of \$337,284.46, and that
34 Claims Fund Check Nos. 85682 through 85732 in the amount of \$547,315.83, 11/08/23
35 Payroll Fund ACH transactions in the amount of \$180,621.37 and Direct Deposit
36 transactions in the amount of \$188,851.07 and 11/22/23 Payroll Fund ACH transactions
37 in the amount of \$167,330.72 and Direct Deposit transactions in the amount of
38 \$178,087.40; additional approved transactions Elavon, \$900.18; Wex Bank, \$43.06;
39 Invoice Cloud, \$1,336.55; Lexis Nexis, \$136.58; Invoice Cloud, 1,045.50; State of
40 Washington Excise Tax, \$8,828.31; US Bank, \$46,231.24; US Bank, \$54,290.68; total
41 approved Claims Fund transactions \$1,712,302.95
42 7. Resolution 23-1930/Authorizing the Mayor to sign a Contract for Public Defense Services
43 with Stewart MacNichols Harmell, Inc., P.S.

- 1 8. Resolution 23-1934/Authorizing the Mayor to Sign an Interagency Agreement with the
2 Seattle Police Department for the Washington Internet Crimes Against Children Task
3 Force
4 9. Resolution 23-1935/Authorizing the Mayor to Sign the Washington Military Department
5 State and Local Cybersecurity Grant Program Agreement
6 10. Resolution 23-1938/Adopting the City of Lake Forest Park City Council Meeting Calendar
7 for 2024
8

9 **Draft Ordinance Amending Chapter 2.30 of the Lake Forest Park Municipal Code, Salary**
10 **Commission, to Amend Date Reference for Salary Commission' First Review of Salaries and**
11 **Benefits**

12
13 City Attorney Pratt presented the item and responded to questions. Council discussion
14 followed.
15

16 **Draft Ordinance Amending Chapter 18.52, Signage, of the Lake Forest Park Municipal Code, to**
17 **Bring the Sign Code into Compliance with Recent Legal Decision**

18
19 City Administrator Hill presented the item and responded to questions.
20

21 **RESOLUTION 23-1933/Authorizing the Mayor to Sign the Agreement for 2024-2025 Federal**
22 **Advocacy Services with the Johnston Group**

23
24 City Administrator Hill introduced Jake Johnston, The Johnston Group, who presented the item
25 and responded to questions.
26

27 **Cmbr. Riddle moved** to suspend the three-touch rule for Resolution 23-1933.

28 **Cmbr. Kassover seconded. The motion to suspend the three-touch rule carried**
29 **unanimously.**
30

31 **Cmbr. Kassover moved** to approve as presented Resolution 23-1933/Authorizing the
32 Mayor to Sign the Agreement for 2024-2025 Federal Advocacy Services with The
33 Johnston Group. **Cmbr. Furutani seconded. The motion to approve Resolution 23-1933**
34 **as presented carried unanimously.**
35

36 **RESOLUTION 23-1939/Authorizing the Mayor to Sign Amendment No. 2 to the Professional**
37 **Services Contract Agreement AG 21-002 with Transportation Solutions, Inc. for Design and**
38 **Construction Management Services for the SR 104 and 40th Place NE Roundabout Project**
39

40 Senior Project Manager Silvia presented the item and responded to questions.
41

1 **Cmbr. Furutani moved** to suspend the three-touch rule for Resolution 23-1939.
2 **Cmbr. Riddle seconded. The motion to suspend the three-touch rule carried**
3 **unanimously.**

4
5 **Cmbr. Riddle moved** to approve as presented Resolution 23-1939/Authorizing the
6 Mayor to Sign Amendment No. 2 to the Professional Services Contract Agreement AG
7 21-002 with Transportation Solutions, Inc. for Design and Construction Management
8 Services for the SR 104 and 40th Place NE Roundabout Project. **Cmbr. Lebo seconded.**
9 **The motion to approve Resolution 23-1939 as presented carried unanimously.**

10
11 **ORDINANCE 23-1284/Amending the Municipal Code by Amending Title 9, Public Peace,**
12 **Morals and Welfare, with a New Chapter 9.35, Street Racing**

13
14 Deputy Mayor French presented the item and responded to questions.

15
16 **Cmbr. Kassover moved** to approve as presented Ordinance 23-1284/Amending the
17 Municipal Code by Amending Title 9, Public Peace, Morals and Welfare with a New
18 Chapter 9.35, Street Racing. **Cmbr. Riddle seconded. The motion to approve**
19 **Ordinance 23-1284 as presented carried unanimously.**

20
21 **ORDINANCE 23-1285/Adding Chapter 10.24, Residential Parking Zones, to the Lake Forest**
22 **Park Municipal Code**

23
24 Cmbr. Bodi presented the item and responded to questions.

25
26 **Cmbr. Kassover moved** to approve as presented Ordinance 23-1285/Adding
27 Chapter 10.24, Residential Parking Zones, to the Lake Forest Park Municipal Code. **Cmbr.**
28 **Furutani seconded. Discussion followed. The motion to approve Ordinance 23-1284 as**
29 **presented carried, with Cmbr. Riddle opposed.**

30
31 **ORDINANCE 23-1286/Amending Chapter 5.05 of LFPMC, Business Taxes, Licenses and**
32 **Regulations, by Amending Section 5.05.100**

33
34 Finance Director Vaughn presented the item and responded to questions.

35
36 **Cmbr. Furutani moved** to suspend the three-touch rule for Ordinance 23-1286.
37 **Cmbr. Bodi seconded. The motion to suspend the three-touch rule carried**
38 **unanimously.**

39
40 **Cmbr. Kassover moved** to approve as presented Ordinance 23-1286/Amending
41 Chapter 5.05 of LFPMC, Business Taxes, Licenses and Regulations, by Amending
42 Section 5.05.100. **Cmbr. Furutani seconded. The motion to approve Ordinance 23-1286**
43 **as presented carried unanimously.**

1
2 **RESOLUTION 23-1936/Appointing Mark Hofman as the Community Development Director**

3
4 City Administrator Hill presented the item and responded to questions.

5
6 **Cmbr. Riddle moved** to approve as presented Resolution 23-1936/Appointing Mark
7 Hofman as the Community Development Director. **Cmbr. Kassover seconded. The**
8 **motion to approve Resolution 23-1936 as presented carried unanimously.**
9

10 **RESOLUTION 23-1937/Amending the Manual of City Governance Policies, Procedures and**
11 **Guidelines**

12
13 Cmbr. Kassover presented the item, followed by Council discussion.

14
15 **Cmbr. Kassover moved** to approve as presented Resolution 23-1937/Amending the
16 Manual of City Governance Policies, Procedures and Guidelines. **Cmbr. Furutani**
17 **seconded.**
18

19 **Cmbr. Lebo moved** a friendly amendment to amend the manual so that Public
20 Comment follows Approval of the Agenda. **Cmbr. Furutani seconded. The**
21 **motion to move Public Comment carried, with Cmbr. Kassover abstaining and**
22 **Cmbr. Riddle opposed.**
23

24 **Cmbr. Goldman moved to amend Section 3.6, Cell Phones, to remove "City Staff**
25 **and" in the third line of Section 3.6. Cmbr. Lebo seconded. The motion to**
26 **amend Section 3.6 as stated carried unanimously.**
27

28 **The motion to approve Resolution 23-1937 with the Governance Manual amended to**
29 **move Public Comment and amend Section 3.6, carried, with Cmbr. Riddle abstaining.**
30

31 **Extending the Terms of Planning Commission Chair Maddy Larson and Planning Commission**
32 **Vice Chair Lois Lee**

33
34 Cmbr. Bodi presented the item and responded to questions.

35
36 **Cmbr. Goldman moved** to approve a term extension to ensure Commission continuity
37 through the 2024 Comprehensive Plan Update for Planning Commission Chair Maddy
38 Larson, Position 7, and Planning Commission Vice Chair Lois Lee, Position 8, both for a
39 period of 24 months, from February 28, 2024 to February 28, 2026. **Cmbr. Bodi**
40 **seconded. The motion to approve the Planning Commission term extensions as noted**
41 **above carried unanimously.**
42
43

1 **OTHER BUSINESS**

2 **Speed Study for State Routes 104 and 522**

3
4 Cmbr. Lebo brought forward a request to have the administration contract with the Transpo
5 Group to conduct a speed study for State Route 104/Ballinger Way and SR 522/Bothell Way NE.

6
7 **Cmbr. Lebo moved** to request the administration to engage the Transpo Group to do a
8 study for State Routes 104 and 522 and come back within 60 days with a timeline and
9 cost estimate. **Bodi seconded. The motion to authorize the study carried, with Cmbr.**
10 **Riddle abstaining.**

11
12 **COUNCIL COMMITTEE REPORTS/COUNCIL/MAYOR/CITY ADMINISTRATOR REPORTS**

13
14 Councilmembers reported on meetings they attended.

15
16 **ADJOURNMENT**

17
18 There being no further business, the meeting was adjourned by Cmbr. Kassover at 10:40 p.m.

19
20
21
22 _____
23 Tom French, Deputy Mayor

24
25
26
27 _____
28 Matt McLean, City Clerk