

1                                   **CITY OF LAKE FOREST PARK**  
2                                   **CITY COUNCIL REGULAR MEETING MINUTES**  
3                                   **December 11, 2025**

4  
5 **It is noted that this meeting was held in person in the City Council Chambers and remotely via**  
6 **Zoom.**

7  
8 **Councilmembers present:** Tracy Furutani, Deputy Mayor; Larry Goldman, Vice Chair (via Zoom);  
9       Paula Goode, Jon Lebo, Matt Muilenburg, Semra Riddle, Ellyn Saunders (via Zoom)

10  
11 **Councilmembers absent:** none

12  
13 **Staff present:** Tom French, Mayor; Phillip Hill, City Administrator; Kim Adams Pratt, City  
14       Attorney; Lindsey Vaughn, Finance Director; Mike Harden, Police Chief; Mark Hofman,  
15       Community Development Director; Jennifer Grant, Municipal Judge; Julie Espinoza,  
16       Court Administrator; Matt McLean, City Clerk

17  
18 **Others present:** 22 visitors

19  
20 **CALL TO ORDER**

21  
22 Mayor French called the regular City Council meeting of December 11, 2025, to order at  
23 7:00 p.m.

24  
25 **FLAG SALUTE**

26  
27 Deputy Mayor Furutani led the Pledge of Allegiance.

28  
29 **ADOPTION OF AGENDA**

30  
31       **Cmbr. Goode moved** to approve the agenda. **Deputy Mayor Furutani seconded** and  
32       moved to amend the agenda, removing item 4.B Police Department Volunteer  
33       Recognition – Iko Knyphausen. **The motion to approve the agenda as amended carried**  
34       **unanimously.**

35  
36 **PRESENTATIONS**

37  
38 **Swearing in of new Councilmember Matthew Muilenburg**

39  
40 Judge Grant administered the oath of office to Matt Muilenburg.

41  
42 **PUBLIC COMMENT**

43  
44 Mayor French invited comments from the public. With no one in the audience wishing to speak,  
45 Mayor French closed the public comment period.

1 **CONSENT CALENDAR**

2  
3 **Cmbr. Goode moved** to approve the Consent Calendar. **Deputy Mayor Furutani**  
4 **seconded. The motion to approve the Consent Calendar carried unanimously.**  
5

- 6 A. Accounts Payable dated 11/26/2025 Claim Fund Check Nos. 88476 through 88545 in the  
7 amount of \$288,212.67, a 10/23/2025 Payroll Fund ACH transaction in the amount of  
8 \$182,996.81, an 11/7/2025 Payroll Fund ACH transaction in the amount of \$204,632.31,  
9 an 11/21/2025 Payroll Fund ACH transaction in the amount of \$185,326.19, an 11/7/25  
10 Direct Deposit transaction in the amount of \$224,598.73, and an 11/21/2025 Direct  
11 Deposit transaction in the amount of \$209,474.34. Additional approved ACH  
12 transactions: Elevon, \$963.01; Invoice Cloud, \$1,513.70; State of Washington,  
13 \$8,630.75; Wex Bank-Chevron, \$289.07; US Bank, \$54,624.92. Total approved  
14 transactions: \$1,361,262.50.
- 15 B. Voided Checks Nos. 88559 and 88591, a pre-paid Accounts Payable dated 12/2/2025  
16 Claim Fund Check Nos. 88546 through 88548 in the amount of \$34,247.77, an Accounts  
17 Payable dated 12/11/2025 Claim Fund Check Nos. 88549 through 88594 in the amount  
18 of \$431,434.05. Total approved transactions: \$465,681.82.
- 19 C. November 13, 2025 City Council Work Session Minutes
- 20 D. November 13, 2025 City Council Regular Meeting Minutes
- 21 E. November 20, 2025 City Council Special Meeting Minutes
- 22 F. November 24, 2025 City Council Special Meeting Minutes
- 23 G. Resolution 25-2048/Authorizing the Mayor to Sign the First Addendum to the Interlocal  
24 Agreement with the City of Sunnyside for Jail Services  
25

26 **ORDINANCES AND RESOLUTIONS FOR COUNCIL DISCUSSION**

27  
28 **Resolution 25-2049/Authorizing Staff to Contract for the Purchase of Four ATS SpeedAlert**  
29 **Radar Message Sign Trailers**  
30

31 Chief Harden gave a brief presentation and responded to Council questions.  
32

33 **Deputy Mayor Furutani moved** to waive the three-touch rule regarding Resolution 25-  
34 2049/Authorizing Staff to Contract for the Purchase of Four ATS SpeedAlert Radar  
35 Message Sign Trailers. **Cmbr. Saunders seconded. The motion to waive the three-touch**  
36 **rule carried unanimously.**  
37

38 **Deputy Mayor Furutani moved** to approve Resolution 25-2049/Authorizing Staff to  
39 Contract for the Purchase of Four ATS SpeedAlert Radar Message Sign Trailers. **Cmbr.**  
40 **Saunders seconded. The motion to approve Resolution 25-2049 carried unanimously.**  
41  
42  
43  
44

1 **ORDINANCES AND RESOLUTIONS FOR ACTION**

2  
3 **Resolution 25-2050/Accepting the Speed Analysis and Equity Impact Analysis Studies for**  
4 **State Routes 522 and 104**

5  
6 Administrator Hill gave a brief presentation and responded to Council questions.

7  
8 Cmbr. Riddle arrived at 7:30 p.m., via Zoom.

9  
10 **Deputy Mayor Furutani moved** to approve Resolution 25-2050/ Accepting the Speed  
11 Analysis and Equity Impact Analysis Studies for State Routes 522 and 104. **Cmbr. Goode**  
12 **seconded.**

13  
14 **Cmbr. Lebo moved** to amend the motion, requiring that the Administration seek council  
15 approval if additional staff or funding is required. **Cmbr. Goode seconded. The motion**  
16 **to amend carried unanimously.**

17  
18 **The motion to approve Resolution 25-2050 as amended carried unanimously.**

19  
20 **Ordinance 25-1311/Amending the Adopted Biennial Budget of the City of Lake Forest Park for**  
21 **the Years 2025-2026**

22  
23 Director Vaughn gave a brief presentation followed by a brief presentation from Judge Grant  
24 and Administrator Espinoza of the Municipal Court. Staff responded to Council questions.

25  
26 **Cmbr. Lebo moved** to approve the Revised FTE Court Clerk structure as presented by  
27 staff. **Deputy Mayor Furutani seconded. The motion carried unanimously.**

28  
29 **Deputy Mayor Furutani moved** to adopt Ordinance 25-1311/Amending the Adopted  
30 Biennial Budget of the City of Lake Forest Park for the Years 2025-2026. **Cmbr. Riddle**  
31 **seconded.**

32  
33 **Cmbr. Lebo moved** to amend the motion to direct the City Administration to publish the  
34 amended budget following adoption of the mid-biennial budget amendment by the end  
35 of January of the even numbered year in the form a spreadsheet including the  
36 Consolidated Financial Schedule and Fund Balance Statement. **Cmbr. Goode seconded.**

37  
38 Vice Chair Goldman arrived at 8:26 p.m., via Zoom.

39  
40 **The motion to amend failed with Cmbr. Lebo voting aye; Cmbrs. Furutani, Goldman,**  
41 **Goode, Muilenburg, Riddle, and Saunders voting nay.**

42  
43 **Deputy Mayor Furutani moved** to amend the motion to specify that the funds  
44 necessary to pay for the \$1,547,603 in additional expenditures be taken from Fund No.

001, the General Fund, as shown in Section 1 of draft Ordinance 25-1311. **Cmbr. Riddle seconded.**

**The motion to amend Ordinance 25-1311 to specify the source of funds carried unanimously.**

Cmbr. Riddle left the meeting at 8:50 p.m.

**The motion to adopt Ordinance 25-1311 as amended carried unanimously.**

Attorney Pratt requested Council to make a motion to incorporate the findings of the Speed and Equity Impact Analyses into Resolution 25-2050.

**Deputy Mayor Furutani moved** to add to Resolution 25-2050/Accepting the Speed Analysis and Equity Impact Analysis Studies for State Routes 522 and 104 the following findings: The speed analysis identifies State Route 522 as being 1) traveled by vulnerable road users, 2) evidence of vehicles speeding, 3) higher rates of collision, and 4) anticipated ineffectiveness or infeasibility of other mitigation measures; and the speed analysis identifies State Route 104 as being 1) traveled by vulnerable road users, 2) evidence of vehicles speeding, and 3) anticipated ineffectiveness or infeasibility of other mitigation measures. **Cmbr. Goode seconded. The motion carried unanimously with Vice Chair Goldman abstaining.**

**Resolution 25-2039/Authorizing the Mayor to Sign the First Amendment to the Contract for Public Defense Services with Stewart MacNichols Harmell, Inc., P.S.**

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

**Deputy Mayor Furutani moved** to approve Resolution 25-2039/Authorizing the Mayor to Sign the First Amendment to the Contract for Public Defense Services with Stewart MacNichols Harmell, Inc., P.S. **Cmbr. Goode seconded. The motion carried unanimously.**

## **ORDINANCES AND RESOLUTIONS FOR ACTION**

**Resolution 25-2051/Authorizing the Mayor to Sign the First Amendment to the Interlocal Agreement for Regional Emergency Management with the City of Kenmore and King County Fire District No. 16**

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

**Deputy Mayor Furutani moved** to approve Resolution 25-2051/Authorizing the Mayor to Sign the First Amendment to the Interlocal Agreement for Regional Emergency Management with the City of Kenmore and King County Fire District No. 16. **Cmbr. Muilenburg seconded.**

1  
2 **Cmbr. Muilenburg moved** to waive the three-touch rule regarding Resolution 25-2051.  
3 **Deputy Mayor Furutani seconded. The motion to waive the three-touch rule carried**  
4 **unanimously.**

5  
6 **The motion to approve Resolution 25-2051 carried unanimously.**

7  
8 **Resolution 25-2052/Adopting the 2026 City Council Meeting Calendar**

9  
10 Clerk McLean gave a brief presentation and responded to questions. Council agreed to hold  
11 Committee of the Whole meetings on Monday, January 12, 2026 and Thursday, May 28, 2026.

12  
13 **Deputy Mayor Furutani moved** to approve Resolution 25-2052/Adopting the 2026 City  
14 Council Meeting Calendar. **Cmbr. Saunders seconded. The motion carried unanimously.**

15  
16 Vice Chair Goldman left the meeting at 9:19 p.m.

17  
18 There was Council consensus to hold a Council Retreat Saturday, February 21, 2026.

19  
20 **OTHER BUSINESS**

21  
22 **Deputy Mayor Furutani moved** to cancel the remaining City Council meetings for 2025.  
23 **Cmbr. Saunders seconded. The motion carried unanimously.**

24  
25 **Cmbr. Lebo moved** to direct the Administration to prepare and publish a comprehensive  
26 biennium-end financial report following the close of each biennium, beginning with the  
27 current 2025-2026 cycle; this report should be published in April of odd-numbered years  
28 and include: actual revenues and expenditures for all major funds; a true-up of fund  
29 balances; variances between budgeted and actual amounts; and any explanatory notes  
30 necessary to support transparency. **Cmbr. Goode seconded. The motion failed with**  
31 **Cmbr. Lebo voting aye; Cmbrs. Furutani, Goode, Muilenburg, and Saunders voting nay.**

32  
33 **Cmbr. Lebo moved** to direct the Administration to include project-level line items for  
34 Capital Improvement Plan projects in future biennial budgets and mid-biennium budget  
35 amendments. **Cmbr. Goode seconded. The motion failed with Cmbr. Lebo voting aye;**  
36 **Cmbrs. Furutani, Goode, Muilenburg, and Saunders voting nay.**

37  
38 **COUNCILMEMBER/MAYOR/CITY ADMINISTRATOR REPORTS**

39  
40 Councilmembers reported on meetings they had attended.

41  
42 Mayor French gave a brief report.

43  
44 Administrator Hill gave a brief report.

1   **ADJOURNMENT**

2  
3   There being no further business, Mayor French adjourned the meeting at 9:46 p.m.  
4  
5

6  
7   \_\_\_\_\_  
8   Tom French, Mayor  
9

10  
11   \_\_\_\_\_  
12   Matt McLean, City Clerk  
13

DRAFT