

**CITY OF LAKE FOREST PARK
CITY COUNCIL STUDY SESSION MINUTES
June 12, 2003**

Councilmembers present: Alan Kiest, Carolyn Armanini, Dwight Thompson, Mary Jane Goss (6:25 p.m.), Nate Herzog (5:45 p.m.), Roger Olstad (6:35 p.m.), Ed Sterner

Staff present: David R. Hutchinson, Mayor; Karen Haines, City Administrator; Dennis Peterson, Police Chief; Sarah Phillips, Government & Community Relations Manager; John Hawley, Finance Director; Ty Peterson, Planning Manager; Neil Jensen, City Engineer; Susan Stine, City Clerk

Mayor David Hutchinson opened the special study session meeting at 5:39 p.m.

ADOPTION OF AGENDA

There was no objection to Hutchinson's request to place the D.A.R.E. program report first on the agenda to accommodate Public Safety Commissioners Tom Peterson, Margaret Marshall and Bud Bard.

AGENDA/DISCUSSION ITEMS

D.A.R.E. Program Report

Police Chief Dennis Peterson noted that, by adoption of Resolution 762, the City Council had requested that the Public Safety Commission undertake a review of the effectiveness of the D.A.R.E. program. He discussed the work of the Commission on the program review and the preparation of the report. He expressed his appreciation of the dedication of the volunteer commissioners in their study of the program and completion of the report.

Public Safety Commission chair Tom Peterson reviewed the goals of the D.A.R.E. program review. He discussed the program curriculum and the role of the school resource officer. The commission concluded that the program costs are reasonable, the program delivers useful tools and skills for participants, and the D.A.R.E. curriculum should continue to be and optional tool for the school resource officer, subject to available funding.

In response to a question from Cmbr. Kiest, Chair Peterson noted that the classroom work includes other subjects such as anti-bullying and gang resistance and said that the proposed shorter curriculum would allow the officer to customize the program to meet local needs. Positive interaction with a police officer is an additional benefit of the program.

Cmrs. Bard and Marshall noted that Public Safety Commission unanimously supported the report's recommendations.

1 Chief Peterson noted that he has spoken with Superintendent Welsh who expressed his
2 appreciation and support of the school resource officer position but indicated that the district
3 budget does not include support for this position.

6 **Comprehensive Plan Update Process**

8 City Administrator Haines reviewed background information regarding the City's current
9 comprehensive plan and the schedule of the update process.

11 Cmbr. Sterner expressed his concern regarding hiring a consultant to study the four proposed
12 land use alternatives for the Towne Center area and emphasized his interest in identifying the
13 consultant's scope of work to answer the question "What makes a city center viable?"

15 Haines said that the proposed process directs the Planning Commission to move forward with
16 the adoption process for the Draft Comprehensive Plan and to develop policy language for the
17 Draft Comprehensive Plan committing the City to explore the land use alternatives.

19 Haines also noted that the proposed process includes development of the request for proposal
20 (RFP) by the administration for a consultant to assist the City in an evaluation of alternatives.
21 Major components would include maintaining a viable economic base, encouraging public
22 involvement, and examining environmental protections.

24 Regarding the proposed adoption of the draft comprehensive plan, Cmbr. Sterner expressed his
25 concern regarding the impact of adoption of the comprehensive plan and state law regarding the
26 amendment process. He noted that the City attorney should be consulted regarding the effect
27 of the proposed plan. Cmbr. Kiest also noted his interest in the City Attorney's opinion
28 regarding the proposed process.

31 **Forest Park Drive Update**

33 City Engineer Neil Jensen reviewed the study of the Forest Park Drive slide area and the
34 options for repair presented by Ron Loewen of Bucher, Willis & Ratliff at the August 15, 2002
35 council study session. Jensen presented information regarding a slope stability mitigation plan
36 and discussed a preliminary reinforced earth profile. He discussed cost estimates for repair
37 options and a project schedule for completion of the project. Discussion followed regarding
38 pedestrian options and increased cost estimates.

41 **2003 Budget Provisos** 42 **Passport Services**

44 Chief Peterson noted that the study regarding providing passport services had been undertaken
45 in response to a proviso included in the 2003 budget ordinance. He discussed aspects of the
46 local/federal partnership and noted the roles and responsibilities of the Seattle Passport Agency
47 and the City. Peterson reviewed information from selected cities including hours and actual
48 and anticipated revenue. He discussed his visit to the Mill Creek Police Department and
49 described their success in providing passport services.

1 Councilmembers reported on their experiences with passport applications through Mill Creek,
2 Bothell and the Federal building in Seattle. Discussion followed regarding how passport
3 services could be provided and the importance of dedicated staff and equipment to the success
4 of the venture. Peterson noted that the next step would be the development of a business plan
5 and noted that the possibility of offering a variety of licensing services will be explored also.
6
7

8 **Video Arraignment Report**

9
10 Haines noted that the Council had received information in response to the budget proviso
11 regarding a video arraignment program for the city's municipal court.
12

13 Finance Director Hawley noted that video arraignment uses video conferencing between the jail
14 and the court to avoid the costs associated with the transfer of inmates and to improve court
15 security.
16

17 Hawley reported that the analysis revealed that most inmates are held at King County jail, which
18 is not equipped for video arraignment. Although King County plans to offer video arraignment
19 later in 2003, the proposed system is not cost-effective based on the number of inmates and the
20 current cost estimates. Hawley concluded that the video arraignment concept is not feasible at
21 this time; however, the city will review it again when the County's system is operational and the
22 technology is more commonly in use.
23

24 Kiest noted his professional experience with similar technology and expressed his interest in
25 further cost analysis.
26
27

28 **Operational Efficiencies**

29
30 Haines noted that the final budget proviso requested an evaluation and recommendations
31 regarding consolidation and efficiencies that could be obtained in City operations including
32 purchasing, interlocal agreements, contracting and staffing.
33

34 Hawley noted that the current financial forecast for 2004 had improved to show \$266,000
35 additional revenue since the February update. He noted that the improved forecast is a result of
36 changes in sales and business taxes, court revenue, motor vehicle excise tax (MVET)
37 replacement and court
38

39 **ADJOURNMENT**

40
41 There being no objection, the special study session meeting was adjourned at 7:17 p.m.
42
43
44

45 _____
46 Susan Stine, City Clerk
47
48
49

50 _____
51 David R. Hutchinson, Mayor