

**CITY OF LAKE FOREST PARK
CITY COUNCIL REGULAR MEETING MINUTES
December 11, 2003**

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Councilmembers present: Dwight Thompson, Mayor *pro tempore* (8:25 p.m.) Alan Kiest, Carolyn Armanini, Mary Jane Goss, Nate Herzog, Roger Olstad, Ed Sterner (8:11 p.m.)

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

Others present: Two visitors

CALL TO ORDER

Mayor Hutchinson called the meeting to order at 7:33 p.m.

FLAG SALUTE

Cmbr. Goss led council in the pledge of allegiance.

MAYOR'S REPORT

Hutchinson reported that the Lake Forest Park Water District had worked out an agreement with King County regarding Brightwater. He noted that a public meeting was held December 10 regarding the Grace Cole Nature Park master plan. He reported on recent meetings of the north end mayors and the United Way. He reminded council of the January 28-29 legislative action conference and noted that the Suburban Cities Association is seeking nominees for regional committees.

ADOPTION OF AGENDA

Hutchinson noted there would be an executive session to discuss legal matters for approximately 20 minutes.

Cmbr. Herzog moved to add to the consent calendar to excuse Cmbr. Thompson from tonight's meeting. **Cmbr. Armanini seconded. The motion carried unanimously.**

Cmbr. Olstad moved adoption of the agenda as amended. **Herzog seconded. The motion carried unanimously.**

1 **CONSENT CALENDAR**

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Armanini requested to pull item 2, December 4, 2003 Council Regular Meeting Minutes and item 4, December 11, 2003 Finance Committee Report/Warrant to King County for Marine Patrol from the consent calendar.

Armanini moved to amend the December 4, 2003 regular meeting minutes as follows:

Page 2, line 13: "... Budget ~~was closed~~ at ..."
Page 7, line 29: "...if the disability ~~increase~~ insurance..."

Olstad seconded. The motion carried unanimously.

Cmbr. Goss moved to amend the December 4, 2003 regular meeting minutes as follows:

Page 1, line 38: "...regarding the recent power outages and the impact on ~~traffic~~ local streets."

Armanini seconded. The motion carried unanimously.

In response to a question from Cmbr. Armanini, Chief of Police Dennis Peterson discussed report requirements in the current agreement with the King County for marine patrol services. Peterson said he would meet with the sheriff's office in January and request monthly reports and changes to the format.

Cmbr. Kiest stated he is comfortable with accepting the Chief's offer to request improvements to the marine patrol reports.

Armanini moved to approve the consent calendar as amended as follows:

1. December 4, 2003 Council Study Session Minutes
2. December 4, 2003 Council Regular Meeting Minutes
3. December 11, 2003 Finance Committee Report
4. December 11, 2003 Finance Committee Report/Warrant to King County for Marine Patrol
5. Excuse Cmbr. Dwight Thompson's Absence on December 11, 2003

Kiest seconded. The motion carried unanimously.

FIRST READING CALENDAR

Resolution 813/Authorizing Mayor to Sign Contract for Sustaining Lake Forest Park Livability Study with Berk & Associates

Cmbr. Olstad said that the council had received a memorandum indicating that no action on the contract would be requested until the task force and the city council have had an opportunity to review the contract with Berk & Associates. **Olstad moved** to advance Resolution 813/Authorizing to Sign Contract for Sustaining Lake Forest Park Livability Study with Berk & Associates to the second reading calendar. **Kiest seconded. The motion carried unanimously.**

1 **SECOND READING CALENDAR**

2 **Resolution 813/Authorizing Mayor to Sign Contract for Sustaining Lake Forest Park**
3 **Livability Study with Berk & Associates**

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5 Herzog said that he hopes for a tangible concrete plan as an outcome of this process and is
6 concerned regarding the scope of work and what appears to be flexibility in the dollars assigned
7 to each task. He would like to see those made more concrete.

8
9 Kiest said that this is a policy decision and he looks forward to hearing all comments regarding
10 the process.

11
12 Armanini said that she has done only a cursory review of the contract and needs more
13 information on the fourth task regarding the physical design concept.

14
15 Cmbr. Goss noted that the human services element that was part of the request for proposal is
16 not in the contract. She noted that senior housing and services and parks and recreation should
17 be addressed also.

18
19 In response to a question from Kiest, Community and Government Affairs Manager Phillips said
20 that the project scope of work would be posted on the city website.

21
22 Olstad expressed his appreciation for the comments of his colleagues and noted that some
23 areas will not be well defined until the conversations with the community take place.

24
25 Haines clarified that Berk & Associates is not an architectural firm and the physical design
26 concept included in the scope of work would not be architectural drawings.

27
28 In response to a question from Kiest, Olstad said that the council would have opportunities for
29 input throughout the process.

30
31 Cmbr. Sterner arrived at the meeting at 8:11 p.m.

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33 Hutchinson noted that Resolution 813 would be on the January 8, 2004 agenda second reading
34 calendar.

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37 **SECOND READING CALENDAR**

38 **Ordinance 904/Adopting 2004 Budget**

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40 **Herzog moved** that the copy of Ordinance 904/Adopting 2004 Budget provided to council for
41 the December 11, 2003 meeting with the updated amendments be accepted as the council's
42 working copy.

43
44 **Armanini seconded.** After further review, the seconder withdrew her motion.

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47 **SECOND READING CALENDAR**

48 **Ordinance 904/Adopting 2004 Budget**

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50 **Armanini moved** to amend the proposed 2004 budget by adoption of the mayor's
51 recommended adjustments as follows:

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EXPENDITURES	<u>Mayor's Proposed</u>	<u>Recommended Amount</u>	<u>Recommended Change</u>
MUNICIPAL SERVICES			
Increase Election/Voters Cost due to carry over of 2003 billing invoice	\$20,000	\$ 27,000	\$ 7,000
FINANCIAL SERVICES			
Increase Auditor Expense due to carry over of 2003 billing invoice	\$22,000	28,000	<u>6,000</u>
Total General Fund Expenditure Increase or (Decrease)			\$ 13,000
PUBLIC WORKS CONTRACT FUND			
Decrease revenue	540,000	450,000	<u>(90,000)</u>
Total Public Works Contract Fund Revenue Increase (Decrease)			(90,000)

Kiest seconded. The motion carried unanimously.

Armanini moved to amend the proposed budget to accept the salary adjustment necessary due to the finance director's early return.

Herzog seconded. The motion carried unanimously.

Herzog moved to direct the finance director to make all necessary and minor changes as proposed by the administration.

Armanini seconded. The motion carried unanimously.

Haines discussed the new positions included in the 2004 budget and noted that the compensation consultant would be used to provide classifications for those positions.

Armanini moved to confirm that the classification study would be limited to the new positions in the 2004 budget.

Olstad seconded. The motion carried unanimously.

1 **Herzog moved** to reinstate the disability insurance and reduce the cost of living adjustment
2 amount from 2.0% for non-represented employees to 1.5%.

3
4 **The motion died for lack of a second.**

5
6
7 **Sterner moved** to amend the proposed 2004 budget by reinstating the disability insurance
8 benefit for non-represented employees. **Olstad seconded. The motion did not carry 3-3**
9 **(Aye—Goss, Sterner, Olstad; Nay—Kiest, Armanini, Herzog).**

10
11 There being no further amendments, Ordinance 904/Adopting 2004 Budget was advanced to
12 the final action calendar.

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15 **FINAL ACTION CALENDAR**
16 **Ordinance 904/Adopting 2004 Budget**

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18 **Olstad moved** to adopt Ordinance 904/Adopting 2004 Budget. **Armanini seconded.**

19
20 Herzog noted that there are still challenges before council that has been put on the back burner.
21 He said he will vote in favor of the budget but still feels that there are issues that remain
22 unresolved.

23
24 **The motion to adopt carried 5-1 (Aye—Kiest, Goss, Herzog, Sterner, Olstad; Nay—**
25 **Armanini).**

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28 **NEW BUSINESS**

29
30 Cmbr. Thompson arrived at the meeting at 8:25 p.m.

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32 In response to a question from Armanini, Haines noted that the city was notified by King County
33 that they would be applying for permits to reconstruct a deteriorated portion of the Burke Gilman
34 Trail located in Lake Forest Park and discussed communications with nearby residents.

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37 **Communications – Burke Gilman Trail Engineering Study**

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39 In response to a question from Kiest, Hutchinson discussed recent correspondence with
40 Metropolitan King County Councilmember Carolyn Edmonds regarding the proposed
41 engineering study for the Burke Gilman Trail. Hutchinson noted that Cmbr. Goss has organized
42 a meeting on December 13 with County Cmbr. Edmonds and residents living near the Trail.

43
44 Armanini expressed her concern regarding the standards to be used for the proposed
45 engineering study and the role of the firm in analyzing and judging the study results.

46
47 Goss expressed her concern regarding the County process for the proposed redevelopment of
48 the Trail and said that the issue of speeding cyclists is not being addressed.

49
50 Sterner expressed his concern that approval of the analysis provided by the engineering study
51 may assume that the conclusion is also accepted. He said he is not ready to bless any study or

1 action regarding the Burke Gilman Trail, but he would be happy to comment on the report when
2 it is available.
3
4 Kiest expressed his concern regarding the city being in agreement with the County's plan prior
5 to being fully informed, and he noted that the city would not benefit if it is outmaneuvered. He
6 expressed his preference for a unified approach by ~~the council~~ city officials regarding issues
7 related to the Burke Gilman Trail. *(Council approved 1/8/04)*
8
9 City Attorney Ruark suggested a response to the letter from County Cmbr. Edmonds, which was
10 addressed to Mayor Hutchinson.
11

12
13 **Ordinance 904/Adopting 2004 Budget**

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15 **Sterner moved** to reconsider Ordinance 904/Adopting 2004 budget. **Kiest seconded. The**
16 **motion carried 4-3 (Aye—Thompson, Goss, Sterner, Olstad; Nay—Kiest, Armanini,**
17 **Herzog).**

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19
20 **Thompson moved** that the disability insurance benefit for non-represented employees be
21 reinstated in the proposed 2004 budget. **Olstad seconded. The motion carried 4-3 (Aye—**
22 **Thompson, Goss, Sterner, Olstad; Nay—Kiest, Armanini, Herzog).**

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25 **Thompson moved** to adopt Ordinance 904/Adopting 2004 Budget as amended.

26
27 **Sterner seconded.**

28
29 **The motion to adopt Ordinance 904/Adopting 2004 Budget as amended carried 6-1 (Aye—**
30 **Kiest, Thompson, Goss, Herzog, Olstad, Sterner; Nay—Armanini).**

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32
33 At 8:50 p.m., Hutchinson noted that the next item on the agenda is an executive session for
34 discussion of potential litigation and personnel matters for approximately 20 minutes. Those not
35 required to remain for the executive session exited the council chambers at this time.
36

37
38 A three-minute recess was called for at 8:53 p.m.

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40 The meeting was resumed at 8:55 p.m.

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43 **Executive Session**

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45 The meeting was recessed to executive session at 8:56 p.m. for approximately 20 minutes for
46 discussion of potential litigation and personnel matters.
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49 The regular meeting was resumed at 9:25 p.m.
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ADJOURNMENT

There being no objection, the meeting was adjourned at 9:26 p.m.

Susan Stine, City Clerk

David R. Hutchinson, Mayor