

**CITY OF LAKE FOREST PARK
CITY COUNCIL STUDY SESSION MEETING MINUTES
October 25, 2007**

Councilmembers present: Roger Olstad, Mayor *pro tempore*; Alan Kiest (6:10 p.m.),
Sandy Koppenol, Donovan Tracy, Stephen Plusch

Councilmember excused: Ed Sterner, Don Fiene, Dwight Thompson (on military leave)

Staff present: David R. Hutchinson, Mayor; David Cline, City Administrator; Sarah
Phillips, Community and Government Affairs Program Manager; Dennis
Peterson, Police Chief; John Hawley, Finance Director; Neil Jensen, City
Engineer; Tema Nesoff, Parks and Human Services Administrator; Sarah Phillips,
Community and Government Affairs Program Manager; Susan Stine, City Clerk

Others present: Three visitors

CALL TO ORDER

Mayor David Hutchinson called the October 25, 2007 council study session meeting to
order at 6 p.m.

ADOPTION OF AGENDA

Cmbr. Koppenol moved approval of the October 25, 2007 council study session agenda
as proposed. **Cmbr. Olstad seconded. The motion carried unanimously.**

AGENDA ITEMS/DISCUSSION

***Continued discussion on capital improvement program focused on unfunded
projects list***

Hutchinson noted that Finance Director Hawley would provide information regarding the
unfunded projects list in the proposed capital improvement program.

Hawley reviewed the unfunded capital projects list related to various subject areas
including city facilities and parks and open space, transportation projects, pedestrian
projects, surface water projects and sewer projects. In response to questions from Tracy,
he discussed the funding related to the Public Works Trust Fund.

Discussion followed regarding the Lake Forest Park Legacy project, on which projects
REET 1 and 2 (real estate excise tax) funds should be spent and at what point a master
plan would be required for new projects.

1 Cmbr. Koppenol suggested that any projects related to the Burke Gilman Trail vicinity
2 coincide with the redevelopment project. Cmbr. Plusch noted that neighborhood
3 meetings would be required prior to any action regarding Horizon View Park restroom
4 facilities. Cmbr. Kiest provided an historical perspective regarding the traffic signal at
5 Northeast 175th and Ballinger Way Northeast. The relationship of the project list to
6 future grant opportunities was discussed.

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8 Cmbr. Tracy expressed his interest in considering spending down the reserve funds to
9 fund projects from the list, and Kiest agreed that it was a good discussion point and noted
10 that the city might be able to provide a cushion from the general fund.

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12 City Administrator Cline noted that it is typical to have some reserve funds in case of an
13 emergency.

14
15 Hawley noted that an ordinance adopting the 2008-2013 capital improvement program
16 would be introduced at the November 8, 2007 council meeting.

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18 ***Introduction of proposed 2008 budget update issues***

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20 Hawley said that a meeting had taken place with the council budget committee at which
21 the administration had presented information affecting the 2008 budget and a proposed
22 budget amendment. He said there was a good discussion of the major issues, and he
23 noted that an ordinance adopting the 2008 budget amendment would be presented at the
24 November 8 council meeting.

25
26 Hawley reviewed various issues affecting the 2008 budget including the implementation
27 of the streamlined sales tax and noted that revenue expectations are imprecise until
28 disbursement begins. He discussed the impact of the planned purchase of financial
29 services software on the 2008 budget. Budget issues regarding compensation, changes in
30 personnel, and funding for transportation improvement plan development, senior center,
31 and North Urban Human Services Alliance were discussed.

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33 **ADJOURNMENT**

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35 There being no objection, the council study session meeting was adjourned at 7:22 p.m.

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39 _____
Susan Stine, City Clerk

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David R. Hutchinson, Mayor