



**City of Lake Forest Park**  
**COUNCIL COMMITTEE OF THE WHOLE REGULAR MEETING**  
**MONDAY, April 19, 2021**  
**6:00 p.m.**  
**AGENDA**

**Meeting to be Held Virtually**

**See page 2 for information about how to participate virtually**

**City Hall is Closed to the Public**

**6:00 p.m. Call to Order**

**This is the second of three meetings that comprise the 2021 Council Retreat**

1. 2016 – 2020 Strategic Plan - Identify Challenges and Opportunities
2. Introduction of Ordinance 1222/Adopting a New Chapter 11.05 LFPMC, Required Wearing of Personal Flotation Devices, Mandating Users of Human Powered Watercraft to Wear U.S. Coast Guard Approved Personal Flotation Devices

**Citizen Comments** *(Each speaker has three minutes to comment)*

Click on the following link for information about how to provide oral Citizen Comments:

<https://www.cityofflp.com/615/Virtual-Meetings-during-COVID-19>

*Because the City has implemented oral comments, written comments are no longer read under Citizen Comments.*

**8:00 p.m. Adjourn**

**Attachments**

1. 2020 Council Initiatives ([pp 3-5](#))
2. 2020 Council Retreat Notes ([pp 6-13](#))
3. Ordinance 1222 ([pp 14-19](#))

Related links:

[History of Lake Forest Park | Lake Forest Park, WA - Official Website \(cityofflp.com\)](#)

[TimelineLFP 7-2020.xlsx \(cityofflp.com\)](#)

[Lake Forest Park Legacy 100-Year Vision Final Report \(cityofflp.com\)](#)

[Lake Forest Park Comprehensive Plan | Lake Forest Park, WA - Official Website \(cityofflp.com\)](#)

[Lake-Forest-Park-Strategic-Plan \(cityofflp.com\)](#) (2016)

[safestreets\\_finalreport\\_withappendix.pdf \(yourlakeforestpark.com\)](#)

[lfp safe highways report smaller.pdf \(yourlakeforestpark.com\)](#)

[draft prost plan 03-15-2018.pdf \(yourlakeforestpark.com\)](#)

**Future Schedule**

- Thursday, April 22, 2021 City Council Regular Business Meeting 7 pm – virtual meeting
- Friday, April 23, 2021 City Council Special Meeting/Council Retreat Meeting #3 6 pm – virtual meeting
- Thursday, May 13, 2021 City Council Work Session Meeting 6 pm – virtual meeting
- Thursday, May 13, 2021 City Council Regular Business Meeting 7 pm – virtual meeting
- Thursday, May 20, 2021 City Council Budget & Finance Committee Meeting 6 pm – virtual meeting
- Monday, May 24, 2021 City Council Committee of the Whole Meeting 6 pm – virtual meeting
- Thursday, May 27, 2021 City Council Regular Business Meeting 7 pm – virtual meeting
- Monday, May 31, 2021 Memorial Day Holiday – City services closed

**Instructions for participating in this meeting virtually:**

When: **Apr 19, 2021 06:00 PM** Pacific Time (US and Canada)

Topic: **Council Committee of the Whole 4/19/2021**

Please click the link below to join the webinar:

<https://zoom.us/j/92880527494>

Or One tap mobile :

US: +12532158782,,92880527494# or +16699006833,,92880527494#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 669 900 6833 or +1 346 248 7799 or +1 408 638 0968  
or +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 928 8052 7494

International numbers available: <https://zoom.us/j/92880527494>

ATTACHMENT 1

**City of Lake Forest Park  
City Council Retreat Notes  
February 28, 2020**

**Discussion of Potential Council Member Initiatives for 2020**

Signage Policy

- Current policy does not allow signage for interior businesses
- Deal with in Town Center Code – Summer 2020

Equity Guidelines – City Values

- What does this mean in LFP?
- Contractors/customer service.
- Principles & practices.
- Equality & equity are different

Reasonable Use Exemption

- Instead preserve properties through acquisition. Forterra? Fund?
- Undeveloped right-of-ways = access for neighborhoods/trails
- Community stewardship/conservation futures
- Land conservation plan
- What is the role of the city

Noise Enforcement on Highways

- Commercial trucks – budget
- Feedback from Administration re: exemptions and other issues with Code & policies
- E.g. Reasonable Use Exemptions

Traffic Apps – Tom re: neighborhood cut-throughs

Shoreline Master Plan/Code for Lighting (overall lighting pollution)

- Artificial lighting – promotes predation of salmon
- MP consult with PC

Climate Action Plan

- Kenmore has research on area cities – local citizens group
- How do we connect with City/Council

JW – Should have protocol for cost-benefit analysis on all initiatives – goals and what does success look like

Jeff – Mechanism for donating land to city

Housing Affordability Study – NUHSA & HDC

- Council needs to review and consider policy for housing affordability

#### ADU's

- JR – Post Town Center
- Policy & approach
- How we see them in community
- Guidance to PC
- LB – process should be user-friendly for homeowners

#### McKinnon Creek Trail

- JW – deliberate on how to move forward
- MP – need to be open to alternatives
- LB – role for Parks Board?

#### Art Policy

- ST – Art in parking garage?
- Policy & procedures? 1%
- LB – Arts in parks policy
- Jeff – Secret Garden & Mayor budget = \$40K

#### Local Improvement Districts for Traffic Calming

- Community education

#### Budget for Consultants

ATTACHMENT 2

**City of Lake Forest Park  
City Council Retreat Notes  
February 29, 2020**

**1. Approach to Town Center Zoning Work**

**Next Steps for Council:**

- Look at existing process for parking garage (March 12 Work Session)
- Planning Commission – identify universe of work (work plan)
- Need big milestones – work backwards from September 10
- Set target --> June 15 – July 15 – deadline for Planning Commission (mid-August)
- Set target --> Before Memorial Day – June 12 – create public process
- Public Hearing – August 6

## 2. LFP Parks – Resetting Our Vision

### Roles

#### **Administration**

- Budget for master planning on lake front park for 2021 +

#### **City Council**

- Policy on art in parks
- Is a parks district something we want to consider?
- Update of PROST plan? (Later?)

#### **Parks Board**

- Plan for Five Acre Woods
- Social media scavenger hunt
- Community outreach?? 2020 or 2021
- Want us to cap reservoir
- Get a work plan

### 3. Approach to New Revenue

Who	Q: New Revenue Needed?	Buckets or Lists
John Resha	Yes <ul style="list-style-type: none"> <li>• Parks obligation</li> <li>• Maintain our streets</li> <li>• Good opportunity</li> </ul>	Buckets <ul style="list-style-type: none"> <li>• Parks maintenance</li> <li>• Roads maintenance</li> <li>• Capital projects</li> </ul>
Lorri Bodi	Yes	Buckets <ul style="list-style-type: none"> <li>• Parks</li> <li>• Streets</li> </ul> Parks District?
Mark Phillips	Yes <ul style="list-style-type: none"> <li>• Other mechanisms?</li> <li>• Only levy lid lift?</li> </ul>	Buckets <ul style="list-style-type: none"> <li>• Parks (maybe not supported)</li> <li>• Streets</li> <li>• Safety – officer safety?</li> </ul>
Phillippa Kassover	Yes	Buckets <ul style="list-style-type: none"> <li>• New amenities – Horizon View</li> <li>• Maximize value</li> </ul>
Tom French	Yes (6 years or permanent?)	Buckets <ul style="list-style-type: none"> <li>• Never a time with more support</li> <li>• Community connections to parks</li> </ul>
John Wright	Yes We have to at this time – resources are failing	Buckets – Public Safety Infrastructure <ul style="list-style-type: none"> <li>• Parks</li> <li>• Sidewalks</li> </ul>
Semra Riddle	Yes, <u>But</u> <ul style="list-style-type: none"> <li>• Correction in stock market?</li> <li>• Pandemic?</li> </ul>	Use Big 5 as the structure to communicate to public
Administration	Yes Needs there	<ul style="list-style-type: none"> <li>• Parks</li> <li>• Pavements</li> </ul> Tell them where funding is going



### 3. Discussion – Approach to New Revenue

1. Turnover in LFP population – numbers?
2. Mindfulness about stock market movements, pandemic outbreak, etc.
3. What does it mean if we bring public safety (police staffing) into the conversation?
4. With increase in population due to apartments at Town Center, will there be enough revenue to take care of increased city service needs?
5. Make sure we are very specific about what we will spend revenue on and milestones
6. Timing
  - May 8 – Primary General Election (August 4)
  - August 4 – General Election (November 3)
7. Show budget with levy vs. budget without levy
8. What else will be on ballot in November?

### 3. Approach to New Revenue

#### Engagement with the Community – Discussion::

1. Small discussion groups
2. Park Board members
3. Town Halls
4. Social media & City website
5. Go to community with ideas & check if we got it right before finalizing list
6. Partnerships? School Districts/Stewardship Foundation
7. Campaign approach – affirmative outreach
8. This isn't a 6-year levy --> it is permanent
9. Master schedule by year for sidewalks
10. "Thought-leaders" (10-12 people) – talk to them first

## 4. Communication

### Rules of the Road

Speak with integrity

Personal vs. Council voice

Redirect to appropriate source

Know the policies

Laws --> Public Meeting Act, etc.

Pairs or more of Councilmembers

### Tools – Communication

Small group engagement --> clearly define “Rules of the Road”

Coffee with the Mayor

Governance Manual

Public Comment --> Guide online and at Council meetings

eNews (Council Corner) / Printed News / Social Media --> AMA’s

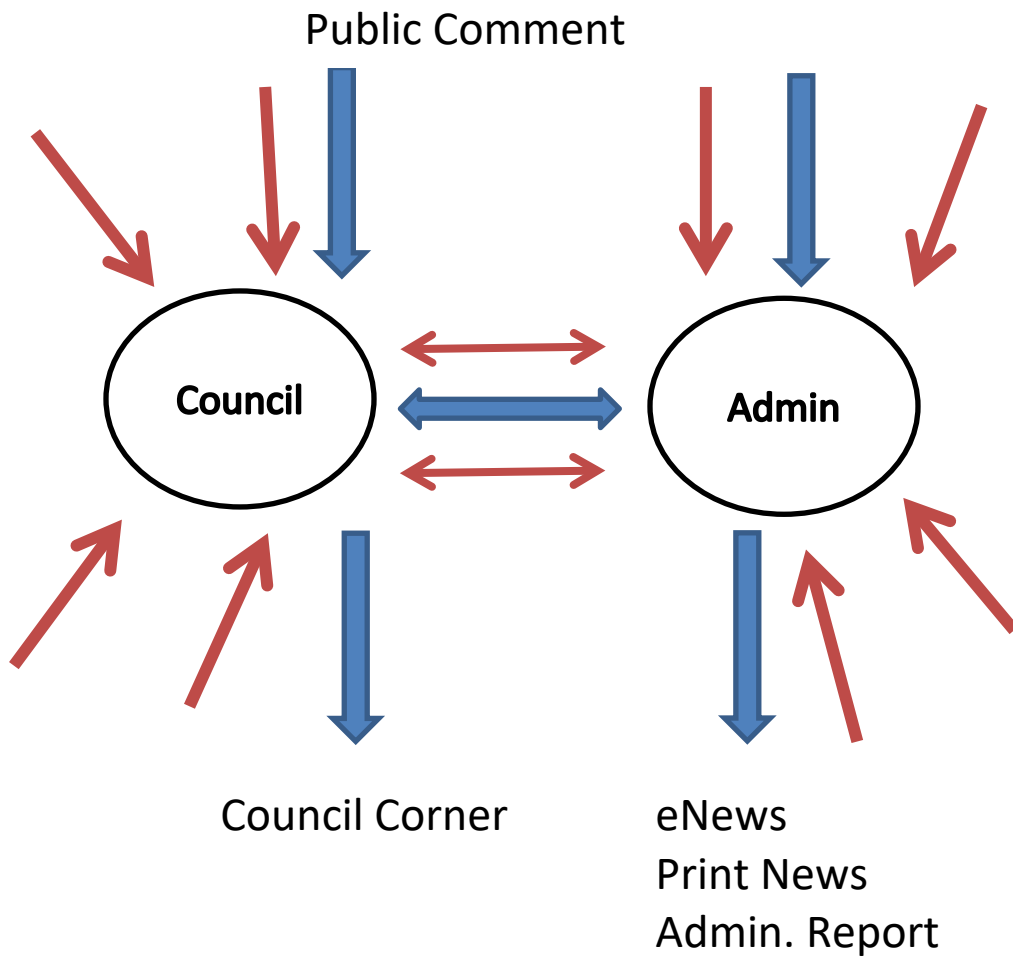
Website

City Administrator & Mayor Reports

Target communications --> Influencer dialogue

--> Businesses

Communications Committee



## 5. Calendar for 2020

<p><b><u>MARCH</u></b>  Engage Public in Ballot/Levy Discussion  Gathering Facts  3/12 CC Mtg. – Parking Garage Regs.  3/16 Special CoW – Garage  3/23 CoW – Garage</p>	<p><b><u>APRIL</u></b>  Engage Public in Ballot/Levy (Specifics) Discussion  (Spring Break 6-10)  4/13 Special CoW – Process  4/20 CoW – TC Process Wrap Up – Start Code</p>
<p><b><u>MAY</u></b>  Engage Public in Ballot/Levy Discussion  Continue Parking Garage &amp; Process to Completion  TC Code by Memorial Day</p>	<p><b><u>JUNE</u></b>  Decide on Levy  TC Code</p>
<p><b><u>JULY</u></b>  TC Code  TC Town Hall</p>	<p><b><u>AUGUST</u></b>  Dept. Budget Input  TC Code Vote – Public Hearing First</p>
<p><b><u>SEPTEMBER</u></b>  Receive Budget Proposal  TC Moratorium Ends 9/13</p>	<p><b><u>OCTOBER</u></b>  Budget Deliberation</p>
<p><b><u>NOVEMBER</u></b>  Budget Decision  Ballot Measure?</p>	<p><b><u>DECEMBER</u></b></p>

ATTACHMENT 3

**Lake Forest Park City Council**

**Agenda Cover Sheet**

**Meeting Date 4/19/2021 (COW) and 4/22/2021 (Regular Meeting)**

**Title Ordinance 1222/Adopting a New Chapter 11.05 LFPMC, Required Wearing of Personal Flotation Devices, Mandating Users of Human Powered Watercraft to Wear U.S. Coast Guard Approved Personal Flotation Devices**

**Item Type**

- |  |   |
|--|---|
| <input type="checkbox"/> <b>Work Session</b>         | <input checked="" type="checkbox"/> <b>Ordinances &amp; Resolutions</b> |
| <input type="checkbox"/> <b>Proclamation</b>         | <input type="checkbox"/> <b>Introduction/Referral</b>                   |
| <input type="checkbox"/> <b>Special Presentation</b> | <input checked="" type="checkbox"/> <b>Council Discussion</b>           |
| <input type="checkbox"/> <b>Public Hearing</b>       | <input type="checkbox"/> <b>Action</b>                                  |
| <input type="checkbox"/> <b>Consent Calendar</b>     | <input type="checkbox"/> <b>Council Discussion/Action</b>               |
| <input type="checkbox"/> <b>Final Confirmation</b>   |   |

**Originating Department** City Council

**Contact Persons** Sponsors: Tom French, Vice Chair, City Council  
Phillippa Kassover, Deputy Mayor  
Staff Contact: Phillip Hill, City Administrator

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**Legislative History**

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- Introduction and Council Discussion –Committee of the Whole, April 19, 2021

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**Attachments:**

1. Ordinance 1222/Adopting a New Chapter 11.05 LFPMC, Required Wearing of Personal Flotation Devices, Mandating Users of Human Powered Watercraft to Wear U.S. Coast Guard Approved Personal Flotation Devices.

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**Executive Summary**

Approval of this Ordinance would create a new Chapter 11.05 LFPMC, entitled Required Wearing of Personal Flotation Devices, which would mandate users of human powered watercraft to wear U.S. Coast guard approved personal flotation devices while on the water, with some exceptions. Chapter 11.05 LFPMC would be enforced pursuant to Chapter 11.02 LFPMC and violators would be subject to the penalties set forth in Chapter 11.02 LFPMC.

**Background**

Situated at the northern end of Lake Washington, Lake Forest Park waterways are the site of many recreational boating activities. While Washington state law requires all vessels, including human powered watercraft, to carry at least one properly fitted U.S.

Coast Guard-approved personal flotation device (“PFD”) for each person on board, only children 12 years old and younger are required to actually wear a personal Flotation device when using a human powered watercraft. It is not always possible to don a PFD in the event of a recreational boating accident, for example if the boater is unconscious. Additionally, the water temperature in Lake Washington is often as cold, and sometimes colder, than that of Puget Sound. The current water temperature in Lake Washington is only 46 degrees, cold enough to allow hypothermia to set in within a matter of minutes.

Passage of this Ordinance would require all users of human powered watercraft (i.e. small sailboats, sailboards, paddleboards, water cycles, canoes, kayaks, paddle boats, rowboats, and rowing shells) to wear a U.S. Coast Guard approved PFD when boating on City waterways, thus improving the safety of recreational boaters in the community and avoiding tragic accidents and deaths from hypothermia and drowning.

**Fiscal & Policy Implications**

Passage of this Ordinance would not result in any direct fiscal impact to the City Council, though Council may allocate basic funding for outreach regarding boating safety to residents and local community groups and government agencies.

**Alternatives**

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"> <li>Approve the Ordinance.</li> </ul>	A new Chapter 11.05, Required Wearing of Personal Flotation Devices, would be added to the LFPMC, thus requiring users of human powered watercraft to wear a U.S. Coast Guard approved PFD while on the water.
<ul style="list-style-type: none"> <li>Deny the Ordinance</li> </ul>	Title 11 of the LFPMC would remain and users of human powered watercraft would not be required to wear a U.S. Coast Guard approved PFD while on the water.

**Staff Recommendation**

Approve and Adopt Ordinance 1222, adopting a new Chapter 11.05 LFPMC, Required Wearing of Personal Flotation Devices, Mandating Users of Human Powered Watercraft to Wear U.S. Coast Guard Approved Personal Flotation Devices.

**Legal Review**

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<i>Ordinance</i>	Ordinance Adopting a new Chapter 11.05 LFPMC, Required Wearing of Personal Flotation Devices, Mandating Users of Human Powered Watercraft to Wear U.S. Coast Guard Approved Personal Flotation Devices.	4/14/2021

## Finance Review

<b>Fiscal &amp; Policy Implications</b>	<b>Date Reviewed by Finance Director</b>
<i>Passage of this Ordinance would not result in any direct fiscal impact to the City Council, though Council may allocate basic funding for outreach regarding boating safety to residents and local community groups and government agencies.</i>	



ATTACHMENT 1

ORDINANCE NO. 1222

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, ADOPTING A NEW CHAPTER 11.05 LFPMC, REQUIRED WEARING OF PERSONAL FLOTATION DEVICES, MANDATING USERS OF HUMAN POWERED WATERCRAFT TO WEAR U.S. COAST GUARD APPROVED PERSONAL FLOTATION DEVICES; PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE**

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**WHEREAS**, the National Association of State Boating Law Administrators reports that there were 53 boating fatalities in Washington in 2020, 24 of which involved paddle craft; and

**WHEREAS**, the U.S. Coast Guard has estimated that 80 percent of boating fatalities could have been prevented if boaters wore a personal flotation device; and

**WHEREAS**, even in summer months, the temperature in Lake Washington is cold enough to cause hypothermia; and

**WHEREAS**, the City Council of the City of Lake Forest Park desires to promote boater safety and prevent tragic accidents and drownings.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. ADOPTION. The City Council of the City of Lake Forest Park hereby adopts Chapter 11.05 LFPMC, Required Wearing of Personal Flotation Devices, to read as follows:

**CHAPTER 11.05**

**REQUIRED WEARING OF PERSONAL FLOTATION DEVICES**

**Sections:**

- 11.05.010 Purpose
- 11.05.020 Definitions
- 11.05.030 Wearing of Personal Flotation Devices Required
- 11.05.040 Exceptions
- 11.05.050 Enforcement and Penalties

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**11.05.010 Purpose**

The purpose of this Chapter is to promote safety during the operation of human powered watercraft in order to protect the health and safety of the public and prevent tragic boating accidents.

### **11.05.020 Definitions**

As used in this chapter, unless the context or subject matter clearly requires otherwise, the words or phrases defined in this section shall have the indicated meanings:

A. "Human powered watercraft" means any vessel used or capable of being used as a means of transportation on water that is operated without a motor, including but not limited to: sailboats (under 20 feet in length), sailboards, paddleboards, water cycles, canoes, kayaks, paddle boats, rowboats and rowing shells.

B. "Personal flotation device" means a wearable Type I, Type II, Type III, or Type V buoyancy device approved by the U.S. Coast Guard and used in accordance with its label. Throwable Type IV PFDs are not acceptable as wearable flotation devices in accordance with Coast Guard regulations and for purposes of compliance with Chapter.

C. "User of a human powered watercraft" means the operator of any human powered watercraft and any passengers on such watercraft.

### **11.05.030 Wearing of Personal Flotation Devices Required.**

All users of human powered watercraft shall wear a properly used and fitted U.S. Coast Guard –approved Type I, Type II, Type III, or Type V personal flotation device when on the water; provided, inflatable PFDs of any type may not be worn by any user of a human powered watercraft who is under the age of sixteen (16) years.

### **11.05.040 Exceptions.**

The user of a human powered watercraft shall be exempt from the provisions of this Chapter under the following conditions:

A. The user of a human powered watercraft is a participant in training activities, such as rowing practice, where a coach or instructor is present in a nearby motorized watercraft to supervise the use of the human powered watercraft and to provide aid in the event of an accident or other emergency; or

B. The user of a human powered watercraft is a participant in a sanctioned event, such as a race, where the user of a human powered watercraft is being supervised by occupants of a motorized vessel or chase boat that is nearby and able to provide aid in the event of an accident or other emergency.

**11.05.050 Enforcement and Penalties**

This Chapter shall be enforced in accordance with Chapter 11.02 LFPMC and penalties for noncompliance shall be as provided in Chapter 11.20 LFPMC.

Section 2. SEVERABILITY. Should any portion of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 3. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. EFFECTIVE DATE. This ordinance shall take effect five (5) days after passage and publication.

**APPROVED BY A MAJORITY** of the Lake Forest Park City Council this 22 day of April, 2021.

APPROVED:

\_\_\_\_\_  
Jeff Johnson  
Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Evelyn Jahed  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kim Adams Pratt  
City Attorney

Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Posted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_