



**City of Lake Forest Park
City Council Budget and Finance Committee
May 21, 2020
6:00 p.m.
Lake Forest Park City Hall
Lake Forest Room
17425 Ballinger Way NE
AGENDA**

Meeting to be Held Virtually

See second page for information about how to watch the meeting online

City Hall is Closed to the Public

Committee Members: John Resha (Chair), Tom French, and Semra Riddle

COVID-19 Fiscal Impact Discussion

Budget Calendar for the 2021/2022 Biennial Budget

Director's Report

Reading of Written Citizen Comments

- [Click here for instructions on how to submit written comments](#)

Adjourn

Committee Discussion Documents and Attachments

1. April 2020 Budget Monitoring Dashboard
2. Budget Calendar for the 2021/2022 Biennial Budget

Instructions for participating in this meeting virtually:

Join Zoom Meeting

<https://zoom.us/j/92475531448>

Meeting ID: 924 7553 1448

One tap mobile

+12532158782,,92475531448# US (Tacoma)

+16699006833,,92475531448# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Meeting ID: 924 7553 1448

City of Lake Forest Park

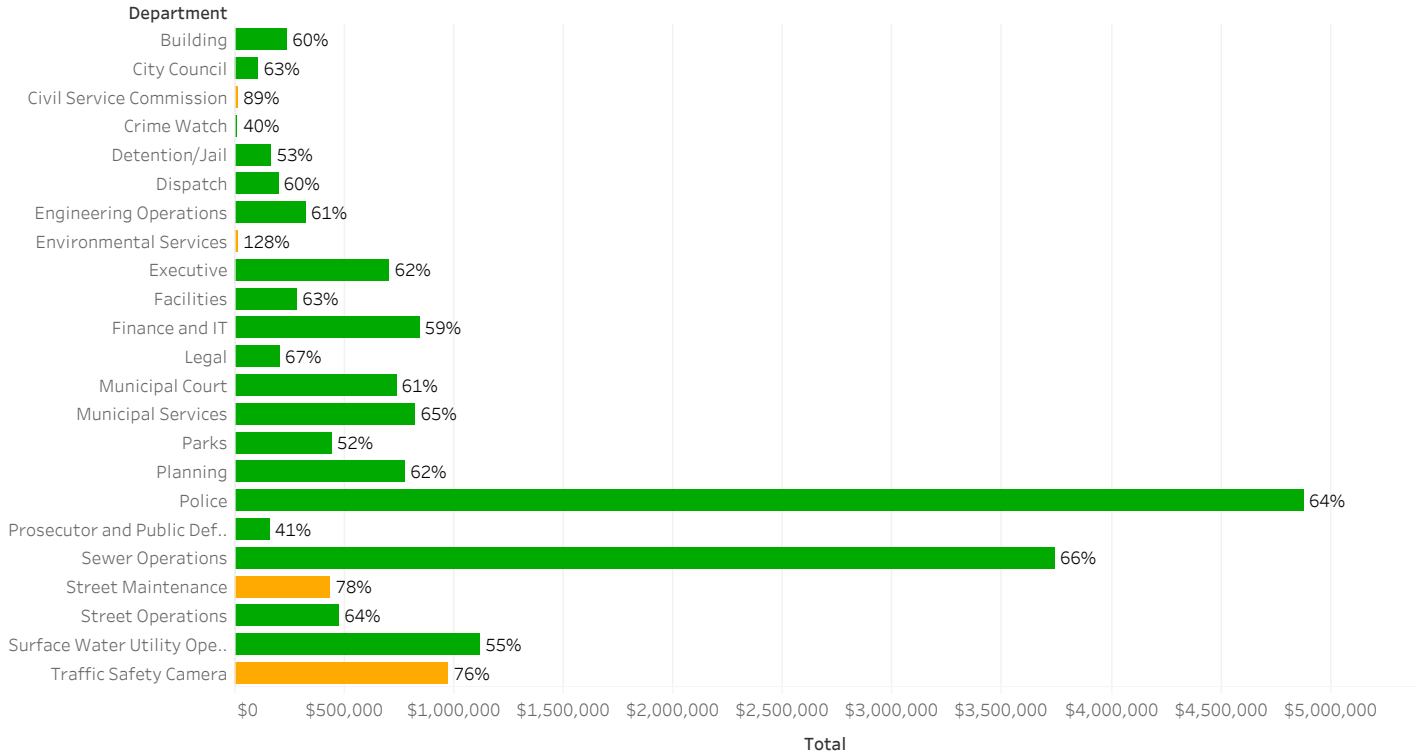
April 30, 2020 Budget Monitoring Dashboard

For the purposes of this reporting the budgetary period is January 1, 2019 to December 31, 2020.

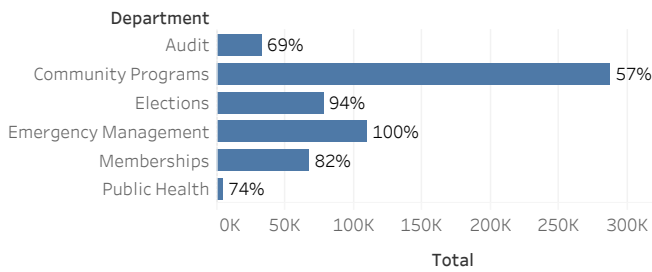
As of the date of this report we are approximately 67% through the budgetary period. Green shading indicates meeting or exceeding budgeted performance; yellow indicates not meeting budgeted performance at this time.

Percentages, where shown, are the relative period-to-date (PTD) expenditures compared to the budgeted amounts for the budgetary period.

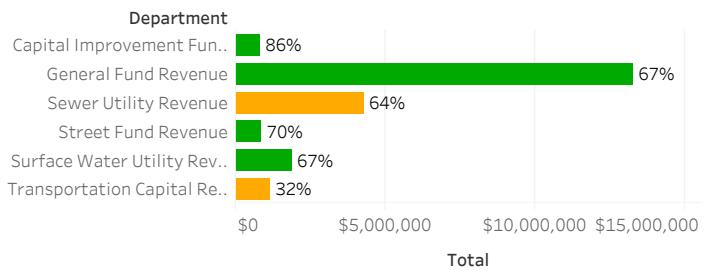
Operating Departments



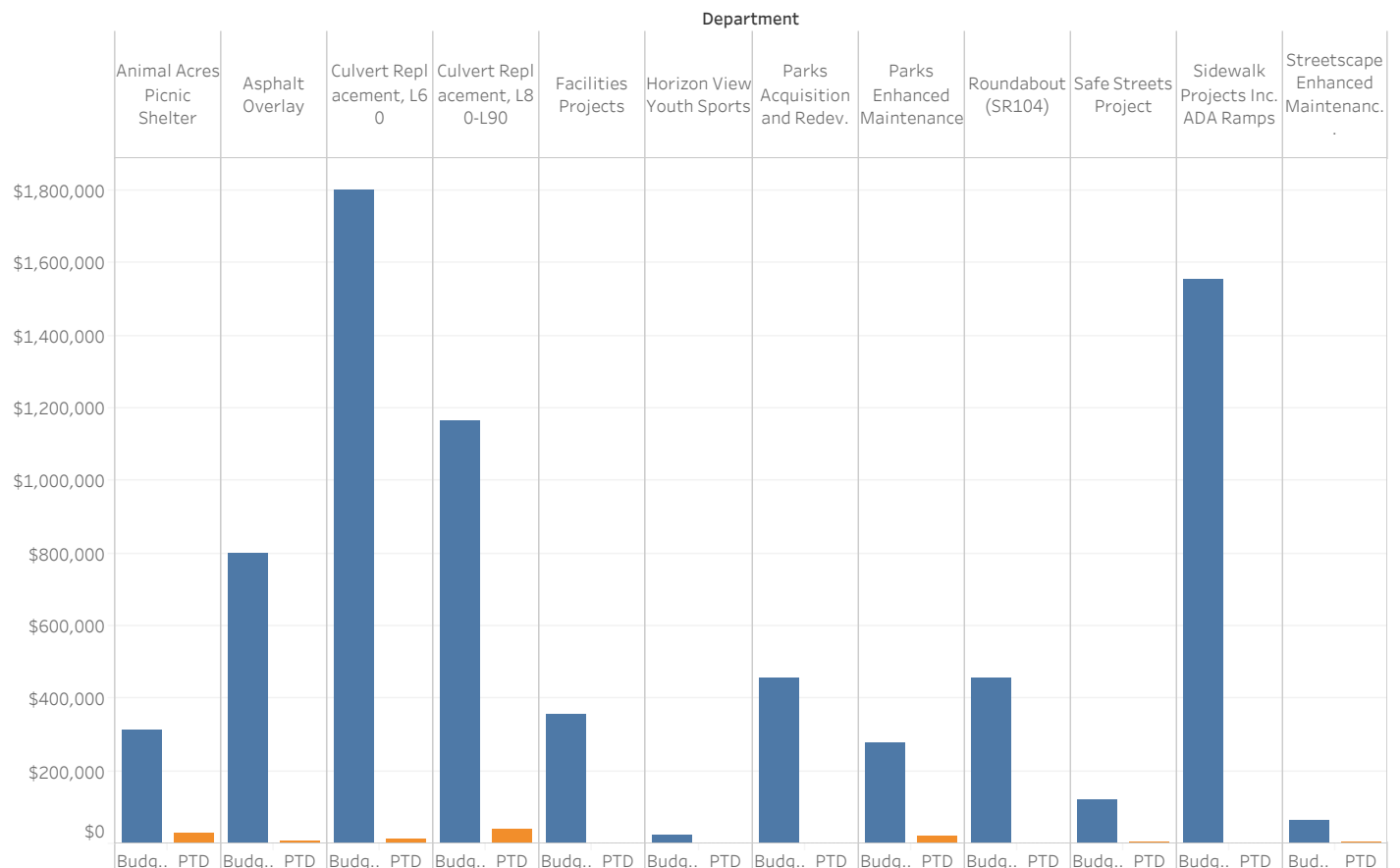
Non-Operating Departments



Revenue by Fund



Capital



April 30, 2020 Budget Monitoring

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Operating Departments

Department	Budget	Total	Percentage
Building	\$398,733	\$239,589	60%
City Council	\$166,495	\$105,065	63%
Civil Service Commission	\$15,083	\$13,483	89%
Crime Watch	\$15,000	\$5,946	40%
Detention/Jail	\$305,000	\$161,984	53%
Dispatch	\$324,350	\$195,699	60%
Engineering Operations	\$533,041	\$323,724	61%
Environmental Services	\$12,000	\$15,310	128%
Executive	\$1,135,995	\$700,962	62%
Facilities	\$444,443	\$281,070	63%
Finance and IT	\$1,429,690	\$838,783	59%
Legal	\$300,000	\$201,145	67%
Municipal Court	\$1,198,118	\$735,225	61%
Municipal Services	\$1,272,466	\$821,478	65%
Parks	\$844,410	\$441,616	52%
Planning	\$1,255,844	\$774,522	62%
Police	\$7,581,937	\$4,876,851	64%
Prosecutor and Public Def..	\$383,719	\$155,709	41%
Sewer Operations	\$5,704,472	\$3,742,925	66%
Street Maintenance	\$561,000	\$435,143	78%
Street Operations	\$735,831	\$473,755	64%
Surface Water Utility Ope..	\$2,036,198	\$1,119,514	55%
Traffic Safety Camera	\$1,291,620	\$976,006	76%

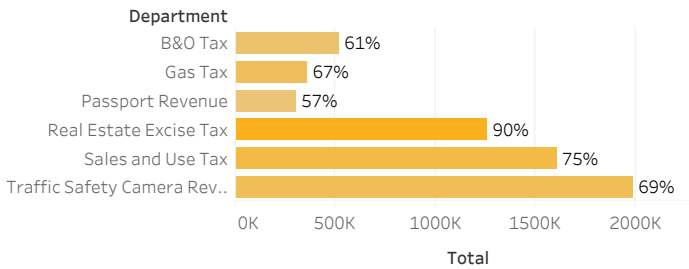
Non-Operating Departments

Department	Budget	Total	Percentage
Audit	\$48,000	\$32,928	69%
Community Programs	\$503,085	\$287,803	57%
Elections	\$83,500	\$78,388	94%
Emergency Management	\$108,980	\$109,084	100%
Memberships	\$81,782	\$67,431	82%
Public Health	\$6,000	\$4,455	74%

Revenue by Fund

Department	Budget	Total	Percentage
Capital Improvement Fund Revenue	\$923,117	\$796,804	86%
General Fund Revenue	\$19,836,913	\$13,261,650	67%
Sewer Utility Revenue	\$6,600,403	\$4,254,932	64%
Street Fund Revenue	\$1,205,605	\$843,981	70%
Surface Water Utility Revenue	\$2,775,160	\$1,866,533	67%
Transportation Capital Revenue	\$3,572,877	\$1,129,513	32%

Revenue by Line Item



Capital

Department	Budget	Total
Animal Acres Picnic Shelter	\$310,000	\$79,615
Asphalt Overlay	\$800,000	\$345,424
Culvert Replacement, L60	\$1,799,000	\$63,177
Culvert Replacement, L80-L90	\$1,164,000	\$71,604
Facilities Projects	\$353,500	\$87,297
Horizon View Youth Sports	\$25,000	\$14,581
Parks Acquisition and Redev.	\$454,000	\$4,591
Parks Enhanced Maintenance	\$277,000	\$75,001
Roundabout (SR104)	\$455,000	\$0
Safe Streets Project	\$120,000	\$48,277
Sidewalk Projects Inc. ADA Ramps	\$1,554,000	\$0
Streetscape Enhanced Maintenance	\$61,000	\$31,420

**City of Lake Forest Park
Budget Calendar, 2021-2022 Biennium**

5/19/2020

<u>Date</u>		<u>Description</u>	<u>Time</u>	<u>Meeting Type</u>
26-May-20	Tuesday	Call for Department Budget Requests Issued by Administration	-	NA
26-Jun-20	Friday	Department Budget Requests Due to Mayor	-	NA
29-Jun-20	Monday	Administration Considers Department Proposals and Formulates Budget Proposal	-	NA
7-Jul-20	Tuesday	Department Presentations to Mayor, City Administrator, & Finance Director	-	NA
14-Jul-20	Tuesday	Department Presentations to Mayor, City Administrator, & Finance Director	-	NA
30-Jul-20	Thursday	Expenditure & Revenue Projections Update	5:30 PM	Special Budget Meeting, Open to the Public
6-Aug-20	Thursday	Department Presentations (Operations)	5:30 PM	Special Budget Meeting, Open to the Public
13-Aug-20	Thursday	Community Partners (Human Services) Presentations	5:30 PM	Special Budget Meeting, Open to the Public
20-Aug-20	Thursday	Department Presentations (Operations) Continued, if needed	6:00 PM	Budget and Finance Committee, Open to the Public
10-Sep-20	Thursday	Mayor's Proposed Budget Presented to City Council	7:00 PM	City Council Meeting, Open to the Public
17-Sep-20	Thursday	Detailed Presentation of Mayor's Proposal including Revenue Projections	6:00 PM	Budget and Finance Committee, Open to the Public
22-Sep-20	Tuesday	Public Input After the Mayor's Proposed 2021/2022 Biennial Budget is presented	6:00 PM	Special Budget Meeting, Open to the Public
24-Sep-20	Thursday	Committee Budget Deliberations and Recommendations	6:00 PM	Special Budget Meeting, Open to the Public
15-Oct-20	Thursday	Committee Budget Deliberations and Recommendations	6:00 PM	Budget and Finance Committee, Open to the Public
22-Oct-20	Thursday	Public Hearings - Property Tax Levy, Rates, and Budget Related Items	7:00 PM	City Council Meeting, Open to the Public
29-Oct-20	Thursday	Committee Budget Deliberations and Recommendations, if needed	6:00 PM	Special Budget Meeting, Open to the Public
5-Nov-20	Thursday	Final Public Hearings - Property Tax Levy, Rates, and Budget Related Items	7:00 PM	Special Budget Meeting, Open to the Public
12-Nov-20	Thursday	Adoption of Budget, Property Tax Levy, Rates, and Related Items	7:00 PM	City Council Meeting, Open to the Public
19-Nov-20	Thursday	Adoption of Budget, Property Tax Levy, Rates, and Related Items, if needed	6:00 PM	Budget and Finance Committee, Open to the Public