

# City Administrator Report

## City of Lake Forest Park

Date: July 25, 2019

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

CC: Honorable Mayor Jeff Johnson  
Leadership Team

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The City Administrator Report is meant to provide the council, staff and community an update on the activities of the City and on issues that concern the City. This memo will be provided in each Council packet and is divided into key sections.

Please let me know if you have any questions or need additional information about any of the following items and please feel free to contact any of the department heads for additional information.

### I. Intergovernmental and local issues update

- Meetings

### II. Internal City Information



Northshore Utility District donated the new drinking fountain at Horizon View Park, this included the NUD purchasing and installing the new feature.

### III. Council Information

### IV. Response to Citizen and Council Comments

#### *Contract Reporting*

#### **Legislative Update**

Provided below is information regarding a recent study that the Joint Transportation Committee released at the end of June regarding local transportation funding.

This study will serve as the launching pad for legislation that Lake Forest Park could benefit from this upcoming legislative session related to local transportation funding. The Association of Washington Cities is likely to take the lead in developing the legislation, however, we have the opportunity to provide feedback into the development of that legislation.

The primary outcomes and recommendations of the report include the following:

- Cities receive approximately 8% of the state's overall investment in transportation. Cities fund 79% of local transportation needs; much of that funding is from city general fund revenues that compete with other local priorities. Cities spent \$1.4 billion on construction, maintenance, and preservation projects in 2017. Over the past 5 years, this has increased by 5% per year, adjusted for inflation while general fund revenues grow at a much smaller percentage.
- The study found that there is a statewide local maintenance and preservation gap of approximately \$1 billion/year. The study reinforced that it is more affordable to maintain roads in good condition, rather than wait for them to be in poor or very poor condition, which exponentially increases the costs to maintain the roadways. When cities can't invest in preservation, lifecycle costs compound over time. This creates a sense of urgency for the legislature to provide funding assistance/tools now, rather than wait.
- City transportation responsibilities are increasingly complex, including important social and environmental investments such as environmental mitigation and ADA access that come with benefits and additional costs.
- The study distinguished between micro, small, medium, and large cities. Micro and small cities receive increased funding through TIB; and large cities have a broader tax base to support local infrastructure needs. Medium cities face the largest funding obstacles. **The City of Lake Forest Park is listed as a medium sized city.**
  - Micro cities: Micro cities in the typology represent communities with the smallest street networks and local resources among cities in the state. These communities likely need support not only to maintain the integrity of their local road system, but also for administrative and organizational capacity.

- Small cities: Small cities include jurisdictions between groups 1 (micro) and 4 (large) that had populations of less than 5,000 in 2018. These communities are eligible for support from state programs such as TIB Small City programs but may have sufficient local resources to support minor maintenance and system integrity activities.
- Medium cities: Medium cities include those jurisdictions between these groups that have populations greater than 5,000. These communities generally have more resources and capacity available versus their smaller counterparts to support maintenance, preservation, and limited capital investment. However, they may not have access to the types of funding support available to smaller cities. In particular, they may not be engaged in a pavement management system.
- Large cities: Large cities are communities with considerable resources and capacity, and extensive local street networks and other transportation facilities. They can support local maintenance, presentation, and capital investment, although larger capital projects may require additional external support.
- The recommendations included:
  - Increasing funding and eligibility thresholds for the TIB preservation program to assist medium cities. The report suggests revisiting whether eligibility should be based on population, and whether it should be based on cumulative assessed property value. The report also suggests distinguishing between “day time” population and “night time” population.
  - Explore using more “pooled” resources. For example, for paving initiatives cities buy seal coat services through TIB or from counties who are able to get a reduced priced because purchased in bulk. Cities receiving a gas tax contribution less than \$1,000 should instead pool their resources.
  - For TIB grants to large cities, there should be a sliding scale, with a 40-50 percent match requirement.
  - Concentrate legislative appropriations on high-cost projects that outstrip local and regional funding capacity. There are very few resources for projects that cost \$20-30 million. Legislative appropriations should focus on these large projects.
  - Use federal funding more efficiently to address “federalization” requirements. Establish a federal funding exchange program to allow local agencies to trade federal resources for state funds.
  - Enhance the existing Transportation Benefit District authority (authority to increase non-voted license fees, remove the sales tax sunset, and create a TBD utility tax option), increase flexibility and clarity of the Motor Vehicle and Special Fuel Tax, create a local option rental car sales tax.

- Fine tune city responsibilities for state highways that function as main streets and streets that function as state highways. Extend the City Hardship Assistance Program to mitigate city street segments serving as state highways. Reconsider how WSDOT recovers design review and approval costs from cities improving state highways. There is a Memorandum of Agreement between AWC and WSDOT to clarify each element of responsibility – this agreement is slated for review in 2020. (27,500; scheduled to increase to 30,000 in 2023, 32,500 in 2028, and 35,000 in 2033).

**V. Community Events**





### **Third Annual Pet Pawrade – MVP’s of LFP!**

Thank you to all of our sponsors and vendors who participated in this year’s third annual Pet Pawrade! A big thank you to everyone who joined the parade march and community events at Animal Acres Park and congratulations to this year’s Costume Contest winners and new Pet Trick Competition!

- **Upcoming City Sponsored Events**

**Tree Board Meeting**

August 7, 2019, 7:00 PM - 9:00 PM @ City Hall

**City Council Work Session Meeting**

August 8, 2019, 6:00 PM - 7:00 PM @ City Hall

**City Council Regular Business Meeting**

August 8, 2019, 7:00 PM - 9:00 PM @ City Hall

**Planning Commission Meeting**

August 13, 2019, 7:00 PM - 9:00 PM

**City Council Budget & Finance Committee Meeting**

August 15, 2019, 6:00 PM - 7:30 PM @ City Hall

**City Council Committee of the Whole Meeting**

August 19, 2019, 6:00 PM - 8:00 PM @ City Hall

**City Council Regular Business Meeting**

August 22, 2019, 7:00 PM - 9:00 PM @ City Hall

**Parks and Recreation Advisory Board Meeting**

August 27, 2019, 7:00 PM - 8:00 PM @ City Hall

# ***Court Administrator Report***

## **Lake Forest Park Municipal Court**

Date: 25 July 2019

TO: Honorable Mayor and Councilmembers

FR: Catherine S Palermo, Court Administrator

The Court Administrator Report is meant to provide the council, staff and community an update on the activities of the Municipal Court. This memo will be provided in each Council packet.

Please let me know if you have any questions or need additional information about any of the following developments or projects.

### **COURT WELCOMES SUMMER INTERN**



During the month of June, the Lake Forest Park Municipal Court welcomed summer intern, Bailey Holt. Bailey is currently a junior at Central Washington University, attending the Law and Justice Program and minoring in Sociology. She grew up in the Lake Forest Park/Kenmore area and attended Inglemoor High School while going through the Running Start Program at Cascadia.

Bailey assisted the court staff and judge while court was in session and helped with workflow and administrative duties outside of court. She also participated in a ride along with the LFP Police and toured their department. Bailey hopes to pursue a career with the FBI or law school.