

**CITY OF LAKE FOREST PARK  
CITY COUNCIL REGULAR BUSINESS MEETING MINUTES  
April 28, 2016**

**Councilmembers present:** Catherine Stanford, Deputy Mayor; Tom French, Phillipa Kassover, Mark Phillips, John Resha

**Councilmembers absent:** John Wright (excused)

**Staff present:** Jeff Johnson, Mayor; Pete Rose, City Administrator; Ann Marie Soto, Legal Counsel; Steve Sutton, Police Chief; Lee Aalund, Administrative Services Manager; Evelyn Jahed, City Clerk

**Others present:** 25+ visitors

**CALL TO ORDER**

Mayor Johnson called the April 28, 2016 City Council regular business meeting to order at 7:00 p.m.

**FLAG SALUTE**

Cmbr. Phillips led the Council in the Pledge of Allegiance.

**PROCLAMATION – CHIEF FOR A DAY**

Mayor Johnson presented a proclamation to Ethan Hennig, appointing him as *Chief for a Day* on August 18, 2016.

**ADOPTION OF AGENDA**

**Cmbr. Phillips moved** to adopt the agenda as presented. **Resha seconded. The motion to adopt the agenda as presented carried unanimously.**

**PRESENTATION – SOUND TRANSIT 3 PROJECT PLAN**

Kathy Leotta, Sound Transit, made a presentation to the Council regarding the Sound Transit 3 Project Plan.

**CITIZEN COMMENTS**

The following members of the audience shared comments with the Council:

- Ros Bird, 16061 37<sup>th</sup> Avenue NE, Lake Forest Park, (introduced new Third Place Commons Executive Director, Amy Whittenburg)
- Amy Whittenburg, Third Place Commons Executive Director (LFP Farmers Market)
- Al Horn, 15524 Beach Drive NE, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Mark Snedden, 15415 Beach Drive NE, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Jeff Snedden, 15415 Beach Drive NE, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Blaine Carpenter, 3736 NE 153<sup>rd</sup> Street, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Steve Ellis, 15523 Beach Drive NE, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Jean Reid, 18551 28<sup>th</sup> Avenue NE, Lake Forest Park (LFP Stewardship Foundation / Resolution 1556)
- Steve Collins, 3865 NE 155<sup>th</sup> Street, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Ric Robinson, 15333 Beach Drive NE, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Michael Kuczy, 16266 39<sup>th</sup> Avenue NE, Lake Forest Park (NE 155<sup>th</sup> Street development)
- Ann Compton, 3545 NE 182<sup>nd</sup> Street, Lake Forest Park (Council vacancy process)
- Mike Dee, 17240 Lake Forest Park Boulevard, Lake Forest Park (miscellaneous meeting concerns)
- Julian Andersen, 3377 NE 178<sup>th</sup> Street, Lake Forest Park (parklands/NE 155<sup>th</sup> Street development)
- Howard Springer, 3711 NE 147<sup>th</sup> Street, Lake Forest Park (previous development in vicinity of NE 155<sup>th</sup> Street)

Mayor Johnson recessed the meeting at 8:06 p.m. and reconvened at 8:09 p.m.

## CONSENT CALENDAR

**Cmbr. Stanford moved** to adopt the Consent Calendar as presented:

1. April 4, 2016 Special Committee of the Whole Meeting Notes
2. April 14, 2016 Council Work Session Minutes
3. April 14, 2016 Council Regular Business Meeting Minutes
4. Approval of City Expenditures for the period ending April 28, 2016, covering Claims Fund Check Nos. 72799 through 72871, in the amount of \$283,401.52; and Payroll Fund ACH Transactions and Check Nos. 12748 through 12756, in the amount of \$238,190.83, approved for payment on April 29, 2016.
5. Resolution 1552/Authorizing Mayor to Sign Washington Public Agency Contract – Small Works, Consultant, and Vendor Rosters with Municipal Research & Services Center
6. Resolution 1553/Authorizing Mayor to Execute Stormwater Utility Replacement Agreement, Stormwater Drainage Utility Easement and Release of Prior Easement
7. Acknowledging Youth Court Donations and Establishing Appropriation
8. Resolution 1556/Approving Application to the Washington State Recreation and Conservation Office for Grant Funding to Acquire Tax Parcel 1154100515, located at 17450

37<sup>th</sup> Avenue NE; and Parcels 4022902320 and 4022902270, located at the 1900 Block of 40<sup>th</sup> Place NE (Five Acre Woods)

**Cmbr. Resha seconded. The motion to approve the Consent Calendar as presented carried unanimously.**

**RESOLUTION 1554/AUTHORIZING MAYOR TO SIGN MEMORANDUM OF UNDERSTANDING WITH WASHINGTON STATE DEPARTMENT OF HEALTH FOR THE VIOLENT DEATH REPORTING SYSTEM**

Police Chief Sutton presented the item and responded to questions.

**Cmbr. Stanford moved** to adopt Resolution 1554 as presented. **French seconded. The motion to adopt Resolution 1554 as presented carried unanimously.**

**RESOLUTION 1555/DISCUSSION OF AMENDMENT TO GOVERNANCE MANUAL FOR COUNCIL VACANCY**

City Administrator Rose and Legal Counsel Soto presented the item and responded to questions.

**Cmbr. Resha moved** to adopt Resolution 1555. **French seconded.**

After further discussion, **Resha moved to amend** Resolution 1555 with the following amendments:

- B. The City Council shall ask the Mayor to direct City staff to ~~being~~ begin the administrative processes needed to fill the vacancy as provided below:
  1. The City Clerk or designee (“City Clerk”) shall advertise for the vacant Council position in the City’s Official newspaper once each week for two consecutive weeks. Courtesy copies of the advertisement shall be provided to other local media outlets and current members of City commissions and task forces.
  2. The advertisement shall include the qualifications needed for appointment to the vacant Council position consistent with the requirements to hold public office in the City: be a registered voter of the City; and have at least one year of residency in the City. The advertisement shall include the time period to be served in the vacant position, a summary of Councilmember duties, salary information, the deadline for submitting an application, projected interview and appointment schedules as determined by the City Council, and such other information as the City Council deems

appropriate.

3. The City Clerk shall solicit input from all Councilmembers and prepare an application form that requests pertinent information from applicants for City Council consideration. Applications shall be available at City Hall, the King County library located in the City, and other locations the City Council deems appropriate.
  4. Completed applications and ~~appurtenant~~ supporting materials received from applicants by the deadline shall be ~~circulated~~ electronically distributed by the City Clerk to the City Council within two business days of close of the application period.
  5. The City Clerk shall publish the required public notice for meetings at which Council will be interviewing applicants, deliberating, and voting to fill the vacancy. Interviews may take place at either a regularly scheduled business meeting of the Council or a special meeting of the Council Committee of the Whole.
  6. The City Clerk shall notify all applicants that the Council has decided to interview of the location, date and time of the interviews.
- C. The City Council shall use the following interview process for filling vacant Council positions:
1. If the number of applications received by the deadlines is more than six (6), the Council may choose to interview less than all of the applicants. ~~In the event not all applicants will be interviewed, the decision of which applicants to interview will be based on review of the completed application forms and appurtenant materials provided by the applicants.~~ The decision regarding which applicants to interview shall be made by an affirmative vote of a majority of the Council.
  2. Prior to the interviews, the Council Chair shall accept one interview question from each Councilmember.
  3. The applicants' order of appearance for the interviews shall be determined by random drawing by the City Clerk prior to the meeting.
  4. Each interview shall last no longer than thirty (30) minutes, unless Council decides to reduce the allowed amount of time based on the number of applicants to be interviewed.
    - a. The applicant shall have up to five minutes to present his or her credentials to the Council. (5 minutes)
    - b. The Council shall ask a predetermined set of questions to the applicants. Each applicant will be asked the same questions and will have up to two minutes to answer each question. (14-21 minutes)

- c. After the predetermined questions, Councilmembers may ask and receive answer to miscellaneous questions from an applicant. (± 4-11 minutes)

**French seconded. Following discussion, the motion to adopt amend Resolution 1555 carried unanimously.**

**The amended Main Motion to adopt Resolution 1555 as amended carried unanimously.**

#### **ORDINANCE 1122/APPROVING MASTER USE PERMIT FOR ELECTRIC LIGHTWAVE/INTEGRA**

City Administrator Rose presented the item and responded to questions.

**Cmbr. Resha moved** to adopt Ordinance 1122 as presented. **Phillips seconded. The motion to adopt Ordinance 1122 as presented carried unanimously.**

#### **ORDINANCE 1123/AMENDING BUDGET TO ADD FUNDING TO THE ANNUAL STREET OVERLAY**

Public Works Director Zenk presented the item and responded to questions.

**Cmbr. Resha moved** to adopt Ordinance 1123 as presented. **French seconded. Following brief comments, the motion to adopt Ordinance 1123 as presented carried unanimously.**

#### **PROPOSED LETTER IN SUPPORT OF ST3 (SOUND TRANSIT 3) PROJECT LIST**

City Administrator Rose presented the item and responded to questions.

**Cmbr. Resha moved** to authorize the Mayor to send the proposed letter as written. **Phillips seconded. The motion to authorize the Mayor to send the proposed letter as written carried unanimously.**

#### **TRANSPORTATION BENEFIT DISTRICT ANNUAL REPORT**

Finance Director Bothwell presented the item.

#### **SETTING MAY 16, 2016 AS DATE FOR SPECIAL JOINT MEETING WITH THE CITY OF KENMORE AND NORTSHORE FIRE DISTRICT; AND JUNE 13, 2016 AS SPECIAL JOINT MEETING WITH CITY OF SHORELINE**

**Cmbr. Stanford moved** to set a Special Joint Meeting with the City of Kenmore and Northshore Fire District on May 16, 2016, 6:15 p.m., Kenmore City Hall; and a Special

Joint Meeting with the City of Shoreline on June 13, 2016, 5:45 p.m., Shoreline City Hall.  
**French seconded. The motion to schedule the meetings carried unanimously.**

#### **UPDATE ON LAKE FOREST PARK WATER DISTRICT LITIGATION**

Legal Counsel Soto gave an overview of the item and responded to questions from the Council.

#### **Council Committee Reports/Council/Mayor/City Administrator Reports**

The Mayor and Councilmembers reported on various internal and external meetings attended. Cmbr. Stanford noted that Cmbr. Kassover was elected chair of the Council Communications Committee.

#### **EXECUTIVE SESSION**

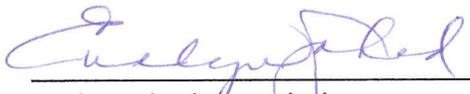
The Council went into Executive Session at 9:27 p.m. for approximately ten minutes to discuss pending litigation, per RCW 42.30.110(1)(i). No action was anticipated. The Council returned from Executive Session at 9:42 p.m. No announcements were made and no action was taken.

**Cmbr. French moved** to excuse the absence of Councilmember Wright. **Phillips seconded. The motion to excuse Councilmember Wright's absence carried unanimously.**

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:43 p.m.

  
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Jeff Johnson, Mayor

  
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Evelyn Jahed, City Clerk