

[Click here to link to background materials for this agenda.](#)



11/22/2021 Note from Clerk's Office - click on the blue links below to view the presentations given during the 11/18/21 Special Meeting.

**City of Lake Forest Park
CITY COUNCIL SPECIAL MEETING
Thursday, November 18, 2021
6:00 p.m.**

[Presentation - Ordinance 1227](#)

[Presentation - Ordinances 1232, 1231, 1233, 1234, and Resolution 1825](#)

Meeting to be Held Virtually

See page 3 for information about how to participate virtually

The Council Chambers are not yet open to the public

AGENDA

6:00 p.m.

**Call to Order
Pledge of Allegiance
Adoption of Agenda**

Public Hearing – Ordinance 1227/Interim Regulations as Relating to Indoor Emergency Shelters and Housing, Transitional Housing, and Permanent Supportive Housing
(Each speaker has 3 minutes to comment)

Public Hearing - Ordinance 1232/Establishing the 2022 Property Tax Levy
(Each speaker has 3 minutes to comment)

Public Hearing
(Each speaker has 3 minutes to comment)

Ordinance 1231/Amending the 2021-2022 Budget

Ordinance 1233/Setting Sewer Rates for 2022

Ordinance 1234/Creating a New Special Revenue Fund Called ARPA Fiscal Recovery Fund

Resolution 1825/Adopting 2022 User Fee Schedule

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

See page 2 for information on how to provide oral comments during Citizen Comments

Consent Calendar

1. October 26, 2021 City Council Committee of the Whole Regular Meeting Notes
2. November 4, 2021 City Council Special Work Session Meeting Minutes
3. November 4, 2021 City Council Special Meeting Minutes
4. Approval of City Expenditures for the Period Ending November 18, 2021
5. Resolution 1824/Adopting the Updated 2021-2022 State Legislative Agenda

Ordinances & Resolutions

1. Resolution 1822/Authorizing the Mayor to Sign the Professional Services Agreement with Parametrix, Inc. to Provide Stormwater Management Action Planning and Source Control Program Development Support Services *(introduction)*

This is a special meeting of the City Council. Action may only be taken on items listed on the agenda.

2. Resolution 1821/Authorizing the Mayor to Enter into a Contract with Key Code Media, Inc., for Audio Visual Systems Supporting City Meetings in a Hybrid Format
3. Resolution 1823/Authorizing the Mayor to Sign the Professional Services Agreement with The Johnston Group for 2022-2023 Federal Legislative Advocacy Services
4. Resolution 1817/Authorizing the Mayor to Enter into the Memorandum of Agreement on Behalf of the City of Lake Forest Park for the North King County Coalition on Homelessness
5. Resolution 1826/Approving Contract for Municipal Judge

Action or Discussion

Other Business

Council Committee Reports

Council/Mayor/City Administrator Reports

1. Councilmember Reports
2. Mayor’s Report
3. City Administrator’s Report

Executive Session –Evaluate the qualifications of an applicant for public employment, pursuant to RCW 42.30.110(1)(g)

9:00 p.m.

Adjourn

Future Schedule

Monday, November 22, 2021 Special City Council Meeting 6 pm *virtual meeting*
 Thursday and Friday, November 25 and 26, 2021 City Hall Closed in Observance of Thanksgiving and Native American Heritage Day
 Thursday, December 9, 2021 City Council Work Session Meeting 6 pm virtual meeting
 Thursday, December 9, 2021 City Council Regular Business Meeting 7 pm *virtual meeting*
 Thursday, December 16, 2021 City Council Budget & Finance Committee Meeting 6 pm *virtual meeting*
 Friday, December 24, 2021 City offices closed (Christmas observed)
 Friday, December 31, 2021 City offices closed (New Year’s Day observed)

HOW TO SUBMIT ORAL AND WRITTEN COMMENTS

<https://www.cityofflp.com/615/Virtual-Meetings-during-COVID-19> (use CTRL+CLICK to open this link)
Written comments for public hearings will be submitted to Council if received by 5:00 p.m. the date of the meeting; otherwise, they will be provided to the City Council the next day. Because the City has implemented oral comments, written comments are no longer being read under Citizen Comments.

MOBILE DEVICE NOTE

If you are accessing this agenda on a mobile device and do not have the ability to use CTRL+CLICK to access the linked information on this page, please see the PDF document that is associated to the right of this sentence.

This is a special meeting of the City Council. Action may only be taken on items listed on the agenda.

Instructions for participating in this meeting virtually:

When: **Nov 18, 2021 06:00 PM** Pacific Time (US and Canada)

Topic: **City Council Special Meeting - 11/18/2021**

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89491393355>

Or One tap mobile :

US: +12532158782,,89491393355# or +14086380968,,89491393355#

Or Telephone:

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

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

Webinar ID: 894 9139 3355

International numbers available: <https://us06web.zoom.us/j/89491393355>

Public Hearing on Ordinance 1227: Interim Regulations for Emergency and Transitional Housing

November 18, 2021

A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

House Bill 1220: Emergency Shelters And Housing

- Cities shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed.
- Cities shall not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed.

Parcels

zoned

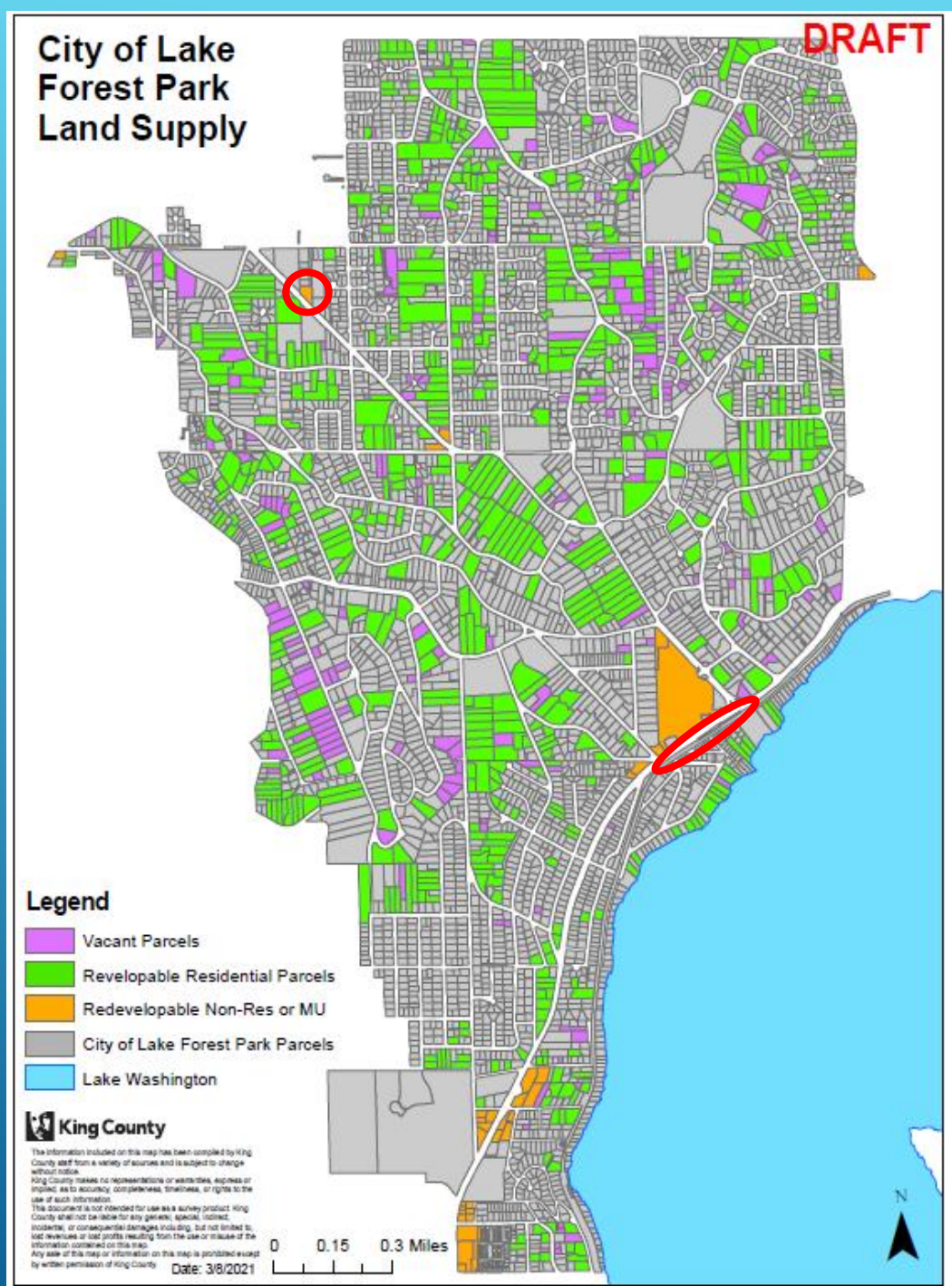
Corridor

Commercial

(allowing


hotels) =

1 acre total



Transitional Housing

"Transitional housing" means a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living.

A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, set against a blue gradient background.


Permanent Supportive Housing

“Permanent supportive housing” means **subsidized, leased housing with no limit on length of stay, paired with** on-site or off-site voluntary **services** designed to support a person living with a disability to be a successful tenant in a housing arrangement, improve the resident's health status, and connect residents of the housing with community-based health care, treatment, and employment services.

A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, set against a blue background.


Emergency Housing

"Emergency housing" means **temporary indoor accommodations** for individuals or families who are **homeless or at imminent risk of becoming homeless** that is intended **to address the basic** health, food, clothing, and personal hygiene **needs** of individuals or families. Emergency housing **may or may not require** occupants to enter into a **lease** or an occupancy agreement.

A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, set against a blue background.

Emergency Shelter

"Emergency shelter" means a facility that provides a **temporary shelter** for individuals or families who are **currently homeless**. Emergency shelter **may not require** occupants to enter into a **lease** or an occupancy agreement. Emergency shelter facilities **may include day and warming centers that do not provide overnight accommodations**.

A decorative graphic consisting of several parallel white lines of varying lengths, slanted diagonally from the bottom right towards the top right, set against a blue background.

Reasonable occupancy, spacing, and intensity of use requirements

Cities are allowed to adopt reasonable occupancy, spacing, and intensity of use requirements on permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters to protect public health and safety so long as those restrictions do not prohibit the city's projected need for such housing units and shelters

Seattle/King County Point-in-time Counts

SEATTLE/KING COUNTY
POINT-IN-TIME COUNT OF
PERSONS EXPERIENCING HOMELESSNESS

2019

COUNT
US
IN



COMPREHENSIVE REPORT PRODUCED BY ASR

Seattle/King County
Point-in-Time Count of
Individuals Experiencing
Homelessness

2020

COUNT
US
IN



2019 Point-in-time Count - North King County Region

FIGURE 4. INDIVIDUALS EXPERIENCING UNSHELTERED HOMELESSNESS, BY REGION


	UNSHELTERED					
	2017		2018		2019	
REGION	%	<i>n</i>	%	<i>n</i>	%	<i>n</i>
East County	6%	319	6%	393	6%	337
North County	1%	58	4%	251	2%	85
Northeast County	2%	84	2%	137	2%	99
Seattle	70%	3,841	71%	4,488	68%	3,558
Southwest County	20%	1,113	15%	974	21%	1,084
Southeast County	1%	70	1%	77	1%	65
TOTAL	100%	5,485	100%	6,320	100%	5,228

2020 Point-in-time Count – North King County Region


Table 2 Individuals Experiencing Homelessness (Unsheltered) by Region, 2017-2020

	Street (Unsheltered)							
	2017		2018		2019		2020	
	%	<i>N</i>	%	<i>N</i>	%	<i>N</i>	%	<i>N</i>
East County	5%	319	6%	393	6%	337	8%	446
North County	1%	53	4%	251	2%	85	1%	56
Northeast County	2%	119	2%	137	2%	99	3%	167
Seattle	70%	3,857	71%	4,488	68%	3,558	67%	3,738
Southeast County	1%	70	1%	77	1%	65	1%	56
Southwest County	20%	1,102	15%	974	21%	1,084	20%	1,115
TOTAL	100%	5,485	100%	6,320	100%	5,228	100%	5,578

LFP's projected need for housing units and shelters:

- Average of 71 unsheltered counted North County
 - North County cities population = 110,000
 - Lake Forest Park population = 12% of N. County cities
 - Proportionate Share for LFP = 9 unsheltered individuals
 - Round up to 15 (due to likely undercount)
- 

Occupancy, spacing, and intensity measures for Emergency Shelters & Housing:

- 1000 feet between facilities
 - Maximum number of residents limited to 15
 - Parking plan approval
 - Within ½ mile of transit
- 
- A decorative graphic consisting of several parallel white lines of varying lengths and orientations, located in the bottom right corner of the slide.

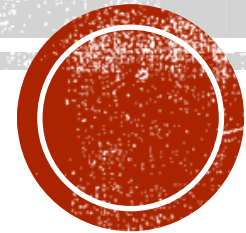
Occupancy, spacing, and intensity measures for Transitional and Supportive Housing:

- 1000 feet between facilities
 - On-site services for residents only
 - Parking plan approval
 - Within ½ mile of transit
- 
- A decorative graphic consisting of several parallel white lines of varying lengths and orientations, located in the bottom right corner of the slide.

PROPERTY TAX PUBLIC HEARING

City of Lake Forest Park

November 18, 2021



2022 PROPERTY TAX LEVY PUBLIC HEARING

- 1. Overview Presentation
- 2. Questions/Comment Discussion with City Council
- 3. Open Public Hearing for Comments
3 minutes per speaker



PROPERTY TAX LEVY

- Adopted Annually
- City's Portion Only of the Property Tax Levy

Proposed 2022 Property Tax Levy	
2021 Regular Property Tax Levy	3,337,754
Increase Over Prior Year Levy	33,378
Subtotal of Levy Amount	3,371,132
New Construction Value	11,332
Relevy of Prior Year Refunds	6,745
Subtotal for Current Allowable Levy	3,389,209
<i>Estimate High for Additional Changes</i>	<i>30,000</i>
2022 Property Tax Levy	3,419,209



LEVY RATE 2022

Current Levy Rate for 2021

\$0.97679

Proposed Levy Rate for 2022

(Preliminary as of 10/24/21)

\$0.83805

Levy Rate Calculation:

(Assessed Value/1000) * Levy Rate

Assessed Values  Levy Rates 



LEVY RATE

Median Assessed Value 2021
City of Lake Forest Park
\$559,000

$$(\$559,000/1000) * \$0.97679 = \$546.03$$

2021 Assessed Value 3,419,813,898

Median Assessed Value 2022
City of Lake Forest Park
\$617,000

$$(\$617,000/1000) * \$0.83805 = \$517.08$$

2022 Assessed Value 4,044,141,742

Assessed Values  Levy Rates 

Proposed 2022 Property Tax Levy	
2021 Regular Property Tax Levy	3,337,754
Increase Over Prior Year Levy	33,378
Subtotal of Levy Amount	3,371,132



NEXT STEPS

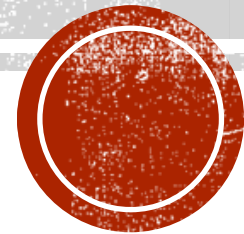
1. Mayor & City Council: Questions and Discussion
2. Open Public Hearing for Public Comment
3. Close Public Hearing for 2022 Property Tax Levy Rate



2021-2022 MID-BIENNIAL BUDGET RELATED ITEMS PUBLIC HEARING

City of Lake Forest Park

November 18, 2021



2022 BUDGET RELATED ITEMS PUBLIC HEARING

- 1. Overview Presentation
- 2. Questions/Comment Discussion with City Council
- 3. Open Public Hearing for Comments
3 minutes per speaker



2021-2022 MID-BIENNIAL BUDGET ADJUSTMENT

2021-2022 Original Proviso

- Travel & Training budgets partially restored
 - Partially due to most still being virtual

- Cost of Living Adjustments (COLA's) – On Hold

- Planning Enhancements
 - Tree Canopy Study
 - Sign Code Update



2021-2022 MID-BIENNIAL BUDGET ADJUSTMENT CONTINUED

2021-2022 Original Proviso Continued

- Climate Change Commitment
- Anti-bias training: Covered from WCIA (Employees & Council)
- Evaluate Replenishing Unspent Fund Balance
- Additional Support of Human Services
 - ARPA Funds



2021-2022 MID-BIENNIAL BUDGET ADJUSTMENT CONTINUED

General Fund

- State Shared Revenues for Police Reform \$52,802
 - Training \$10,000
 - Software \$9,900
 - Equipment \$22,870
 - Unallocated \$10,032

- Tree Account Professional Services \$18,000
 - Funds Available, historically under allocated

- Public Relations Firm \$43,000

- Planning Enhancements \$35,000
 - Tree Canopy Study
 - Sign Code Update



2021-2022 MID-BIENNIAL BUDGET ADJUSTMENT CONTINUED

Training & Travel \$50,700

- Partially Restored – Most Virtual

▪ Funds:

- General Fund \$44,200
- Street Fund \$ 2,000
- Transportation Capital Fund \$ 2,000
- Surface Water Utility Fund \$ 2,500

- Cost of Living Adjustments

- Not Included



2021-2022 MID-BIENNIAL BUDGET ADJUSTMENT CONTINUED

- Creation of New Special Revenue Fund
 - American Rescue Plan Act (ARPA) Fiscal Recovery Fund \$1,884,807 1st distribution of funds
 - Lost Revenue \$186,612
 - Audio-Visual System \$335,000
 - Supporting Hybrid Meeting Format
 - Expenditure Allocations – In Process of Developing

- Transportation Benefit District (TBD) Fund \$400,000 expenditure
 - Allocate Ending Fund Balance
 - From Fiscal Year 2020
 - Revenue held due to I-976
 - Transfer to Transportation Capital Fund - Roadway Overlay Program

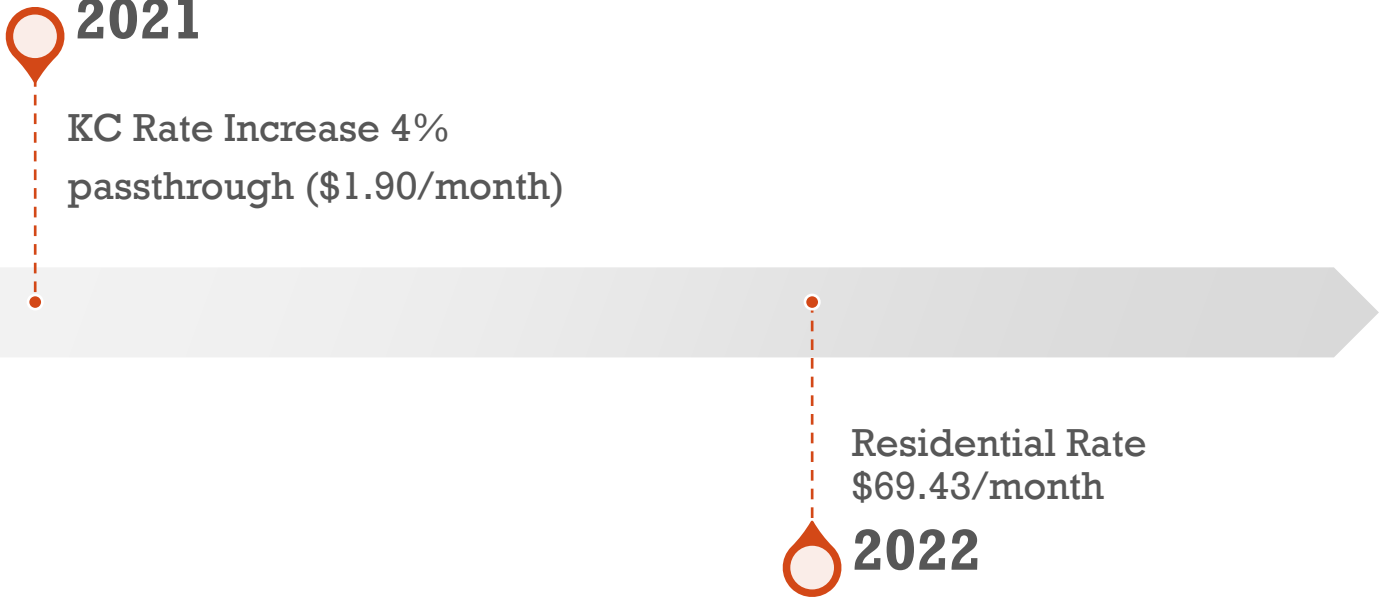
- Transportation Capital Fund \$400,000
 - Revenue transferred from TBD Fund revenue and expenditure
 - Expenditure for Roadway Overlay Program



2021-2022 MID-BIENNIAL BUDGET ADJUSTMENT CONTINUED

Sewer Utility Fund

\$101,000



2021-2022 MID-BIENNIAL BUDGET ADJUSTMENT CONTINUED

Surface Water Capital Fund

Equipment Grant Awarded from Department of Ecology Grant Towards Purchase of New Case Backhoe	\$40,000 revenue
Transfer to Vehicle & Equipment Replacement Fund	\$40,000 expenditure

Vehicle & Equipment Replacement Fund

Transfer In from Surface Water Capital Fund	\$40,000 revenue
Public Works Equipment Replacement	\$40,000 expenditure



2022 USER FEE SCHEDULE

- Services
 - Add Personal Floatation Device Fine \$25-\$50
 - Follows Adoption of Ordinance 1230
- Photocopies, Records/Reports
 - Certified Copies increase to \$10
- Changes to Land Use Fees
 - Follows Adoption of Town Code Update
 - Public Agency & Utility Exception (plus review Consultants costs)
- Sewer Utility Rate
 - King County Increase 4% Passthrough \$69.43
 - Sewer Excise Tax increase to \$20.16



NEXT STEPS

1. Mayor & City Council: Questions and Discussion
2. Open Public Hearing for Public Comment
3. Close Public Hearing for 2022 Property Tax Levy Rate

