



City of Lake Forest Park
COUNCIL COMMITTEE OF THE WHOLE REGULAR MEETING
MONDAY, March 21, 2022
6:00 p.m.
AGENDA

Meeting to be Held Virtually

See page 2 for information about how to participate virtually
The Council Chambers are not yet open to the public

6:00 p.m. Call to Order

1. Presentation - Public/Stakeholder Outreach and Engagement Plan for SMAP (Stormwater Management Action Plan)
2. Ordinance Amending the 2021-2022 Biennial Budget

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.

ITEM 1 ATTACHMENTS (SMAP) [pp 3-13](#)

ITEM 2 ATTACHMENTS (Budget Amendment) [pp 14-24](#)

7:30 p.m. Adjourn

Future Schedule

Thursday, March 24, 2022 City Council Regular Business Meeting 7 pm *virtual meeting*

Thursday, April 14, 2022 City Council Work Session Meeting 6 pm *virtual meeting*

Thursday, April 14, 2022 City Council Regular Business Meeting 7 pm *virtual meeting*

Thursday, April 21, 2022 City Council Budget and Finance Committee Meeting 6 pm *virtual meeting*

Monday, April 25, 2022 City Council Committee of the Whole Meeting 6 pm *virtual meeting*

Thursday, April 28, 2022 City Council Regular Business Meeting 7 pm *virtual meeting*

Instructions for participating in this meeting virtually are on the next page.

Instructions for participating in this meeting virtually:

When: **Mar 21, 2022 06:00 PM** Pacific Time (US and Canada)

Topic: **City Council Committee of the Whole**

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83607646847>

Or One tap mobile :

US: +12532158782,,83607646847# or +14086380968,,83607646847#

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: 836 0764 6847

International numbers available: <https://us06web.zoom.us/j/83607646847>

ITEM 1

ATTACHMENT 1

Stormwater Management Action Planning (SMAP)

Lake Forest Park is making the commitment to clean water, and we need your help!

See how you can get involved below.



What is urban runoff (stormwater) and why is it a problem?

- ✧ Rainwater runoff from developed areas – also known as stormwater – is the leading pollution threat to natural waters like lakes, rivers, streams, and marine water bodies in Washington State. Pollution in natural waters is harmful to fish and other animals, people who swim and play near the water, and the industries that rely on clean water bodies.
- ✧ Runoff contamination comes from our vehicles, landscaping with fertilizer and pesticides, building materials, small spills from machine maintenance and other light industry, and illicit wastewater connections to the drainage system. Polluted runoff can carry metals, unsafe nutrients, pesticides, and harmful organic compounds to natural waters if left untreated.

Why is the City creating a Stormwater Management Action Plan (SMAP)?

- ✧ The Washington State Department of Ecology requires the City to create a SMAP using the process outlined in the Western Washington Phase II Municipal Stormwater Permit. More information on the Stormwater Permit can be found at [this link to Ecology's website](#).

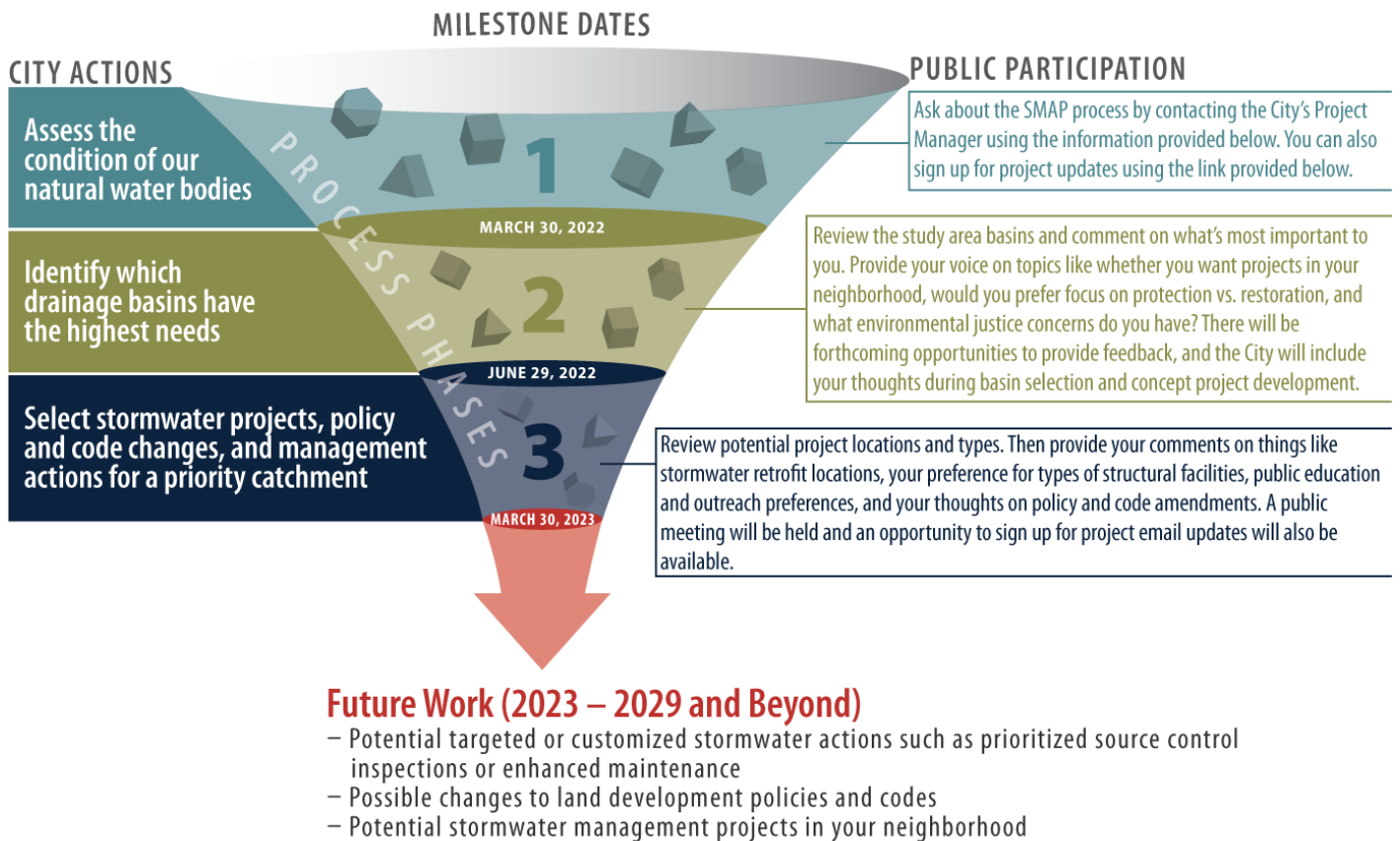
How will the SMAP benefit our community?

- ✧ Provide cleaner waterways
- ✧ Help resolve residential flooding challenges
- ✧ Create opportunities for new open spaces, parks, and trees
- ✧ Efficiently use City funds by finding opportunities to combine efforts with other City departments for stormwater project implementation

- ✧ Reflect the community's values on improving water quality and inform how and where we take action

What is coming in the SMAP process?

- ✧ The SMAP is being developed by your stormwater management team at the City using the process shown in the infographic below.



Find out more, get involved, and help make the commitment to clean water!

- ✧ Your input is important to the success of our City's SMAP development during this next year. We'd like you to share your concerns, help prioritize what locations are addressed first, and shape the actions that will be taken.
- ✧ Here are ways you can learn more and get involved:
 - Sign up for project updates via email or SMS here (link)
 - Attend the public meeting to be scheduled later this year (details will be provided in future project updates)
 - Contact the City SMAP representative, Andrew Silvia, at (206) 957-2836 or asilvia@cityofflp.com



Stormwater Management Action Plan (SMAP) Council Briefing

March 21, 2022

Andrew Silvia (LFP DPW) and John Phillips (Parametrix)



SMAP is Required

The Washington State Department of Ecology requires the City to create a SMAP using the process outlined in the Western Washington Phase II Municipal Stormwater Permit.

Issuance Date: July 1, 2019
Effective Date: August 1, 2019
Expiration Date: July 31, 2024


Western Washington Phase II Municipal Stormwater Permit

National Pollutant Discharge Elimination System and
State Waste Discharge General Permit for discharges from
Small Municipal Separate Storm Sewers
In Western Washington

State of Washington
Department of Ecology
Olympia, WA 98504-7600

In compliance with the provisions of
The State of Washington Water Pollution Control Law
Chapter 90.48 Revised Code of Washington
and
The Federal Water Pollution Control Act
(The Clean Water Act)
Title 33 United States Code, Section 1251 et seq.

Until this Permit expires, is modified, or revoked, Permittees that have properly obtained coverage under this Permit are authorized to discharge to waters of the State in accordance with the special and general conditions which follow.


Heather R. Bartlett
Water Quality Program Manager
Department of Ecology



The SMAP's Benefits to Our Community

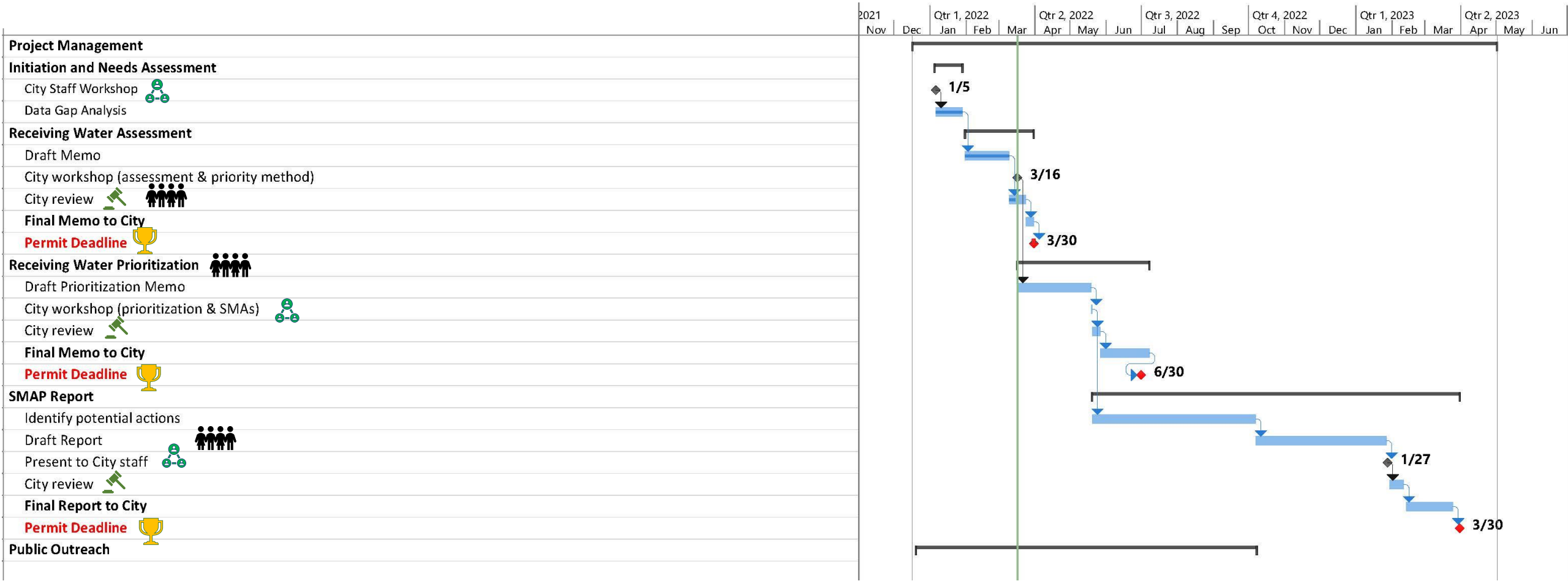
- Protect waterways
- Help resolve residential flooding challenges
- Create more opportunities for new open spaces, parks, and trees
- Efficiently use City funds by finding opportunities to combine efforts with other City departments for stormwater project implementation



McAleer Creek, Lake Forest Park



Schedule



LEGEND

Interdisciplinary Team

City Council

Permit Deadlines

Public Engagement



Stakeholder Engagement

- Internal stakeholders
- External stakeholders
- Public process

*OTHERS ARE PART
OF THE PROCESS*



INCREASED SUPPORT + BETTER IDEAS



**Lake Forest Park
StreamKeepers**

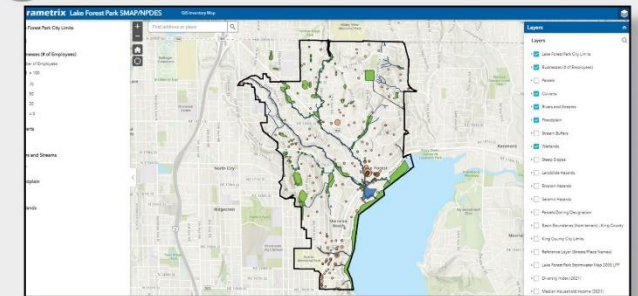
**Shoreline Lake Forest Park
Senior Center**



Collaboration and Public Involvement

Our GIS tools enhance collaboration and engagement at 3 levels:

1 Internal Team GIS Inventory Web Map



2 Stakeholder Surveys and Comment Maps



3 Story Maps for Public Engagement



★ Goals

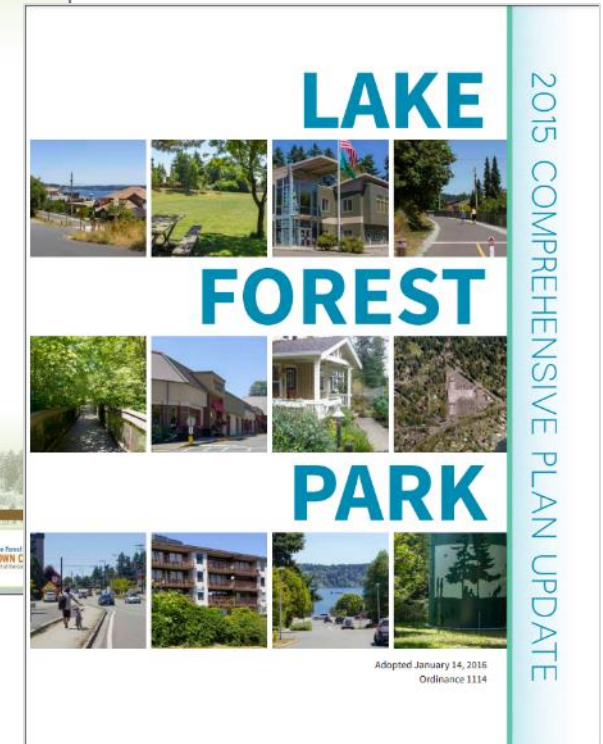
- Use Lake Forest Park Existing Long-Range Plans
- Account for future redevelopment
- Protect streams
- Explore stormwater management actions suitable for Lake Forest Park
- Account for Climate Change



Current Vision Statement

for **LAKE FOREST PARK**

*... a model for preservation
of the environment ...*





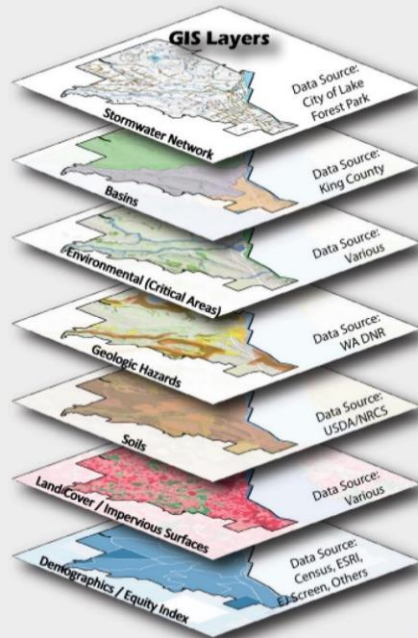
Data Management and GIS Tools for SMAP



Data Management

Public GIS Layer Acquisition

We use the best available information, applying data from the City and filling gaps with layers from other public sources.



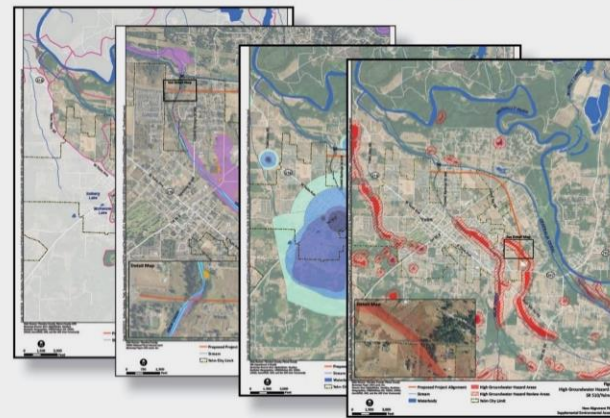
Data Management Platforms

Seamless integration between databases, desktop GIS, and web platforms.



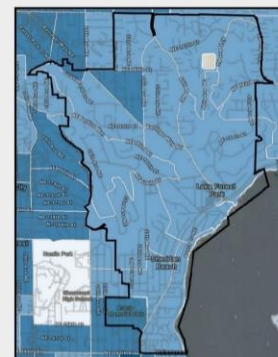
GIS Mapping and Analysis

Permitting/Planning Support



Equity and Social Justice

Census Demographic and Economic Factors



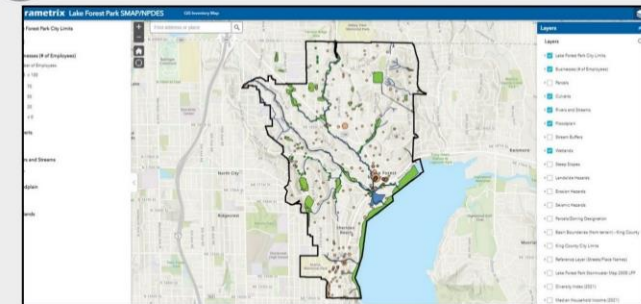
Environmental Justice Screening



Collaboration and Public Involvement

Our GIS tools enhance collaboration and engagement at 3 levels:

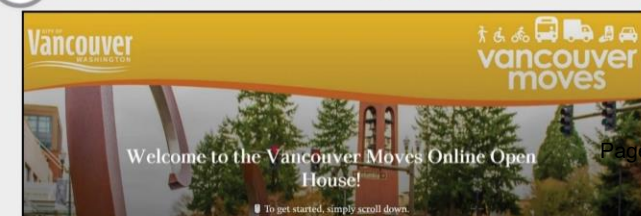
1 Internal Team GIS Inventory Web Map



2 Stakeholder Surveys and Comment Maps



3 Story Maps for Public Engagement





Meeting Ecology Expectations – The Background

- 2008 PCHB and ongoing research:
 - Retrofit legacy impacts + plan future land use
- SSC Evaluation: No enforceable correlation between BMPs and pollutant reduction
- Allowing each city to make their own best decisions
- Ecology staff working on next steps
 - Broadly shared expectation: SMAP implementation will be required in next permit term
- In the meantime:
 - Stormwater management to the maximum extent feasible
 - Streamlined and focused permit submittals





Thank you!
Questions?

ITEM 2

ATTACHMENT 1

Lake Forest Park City Council

Agenda Cover Sheet

Meeting Date 3/24/2021

Title Ordinance XXXX / Amending the 2021-2022 Adopted Budget and Subsequent Budget Amendments

Item Type

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

Originating Department Finance

Contact Person Lindsey Vaughn

Legislative History

- Budget and Finance Committee, March 17, 2022
- Committee of the Whole, March 21, 2022
- Regular City Council Meeting, March 24, 2022

Attachments:

1. Ordinance XXXX Amending the 2021-2022 Biennial Budget
-

Executive Summary

The Adopted 2021-2022 Biennial Budget was constructed with caution due to the uncertainty of the economy as a result of the COVID-19 pandemic. The City of Lake Forest Park (City) followed the State of Washington in declaring a State of Emergency. Early in the second quarter of 2020 department expenditures were cut by 15%, a hiring freeze was implemented, elective training and travel were halted, all discretionary spending was removed, and all City employees participated with furloughs. Every employee contributed to necessary cost-saving measures during the pandemic. During one of the most uncertain times in our economy's history, the City created the 2021-2022 Biennial Budget. The budget was built using an abundance of caution for the revenue forecasts and expenditures. The Administration has performed the required mid-biennial budget review and is proposing a mid-biennial budget adjustment.

A proviso was created identifying priorities if the economy outperformed cautious revenue projections. During the Mid-Biennial Budget Adjustment Process, the City revised the adopted proviso including adding the next step in addressing climate change and Council recently appointed a Climate Action Committee.

Background

The City adopts a biennial, or two-year, budget. Local governments choosing to adopt biennial budgets are required by State Statute to perform a detailed review of the budget at the mid-point of the budget cycle to identify any significant differences between budgeted amounts and actual biennium-to-date financial results. If significant differences are identified, then a mid-biennial budget adjustment should be considered. Mid-biennial budget adjustments are a time to 'true-up' the adopted budget to reflect actual performance more accurately. Budgets are living documents created with the best knowledge at the time of adoption.

During the Mid-Biennial Budget Adjustment last fall, the City did not have adequate information to complete the requested budget amendments that are being proposed in the first quarter budget amendment.

Market Adjustment for MPEs - Multiple Funds

Market Adjustment for Management Professional Employees \$215,000

As a top priority on the proviso for 2022, the Mayor has included salary increases as part of the Mayor's Proposed Adjustment for all represented and non-represented employees. The presented schedule of adjustments includes market adjustments increases for only the Management Professional Employees salary and benefit costs. The funds that include employee salary and benefit increases are the following: General Fund, Street Fund, Transportation Capital Fund, Sewer Utility Fund, and Surface Water Utility Fund. Currently, the Administration is still negotiating with the Police Employees Guild and Teamster unions.

General Fund – Revenues

General Fund Revenue Increases \$1,900,000

There are two revenues in the general fund that are outperforming original budgeted estimations. The two revenues are the sales and use tax and the traffic safety camera fines. The sales and use tax have been steadily outperforming budgeted numbers since the 2019-2020 budget representing a long enough trend to safely propose an increase in 2022 as an ongoing expenditure. The traffic safety camera fines during 2021 increased due to schools operating again in person effective March 8, 2021. That drove a one-time traffic safety camera fines increase that is being considered just that, one-time. The City is not relying on the one-time funds from 2021 for ongoing operational expenses. However, the City does need to increase the budget to more accurately show the revenue anticipated for 2022. The other General Fund revenues that are being proposed are pass-throughs revenues that have equaling expenditure dollar amounts. The three pass-through revenues total \$94,417.

General Fund - Police Department

Less than Lethal Federal Grant \$62,604

The Police Department was awarded a federal grant for \$62,604 that will be paid on a reimbursement basis. The funds are being proposed to be spent for purchasing additional tasers including training, equipment hardware, and supplies for \$26,611. The second item is the bola wrap that Sergeant Adams provided a presentation on at a previous City Council meeting including training, equipment, and supplies in the amount of \$30,689. The third, and final item, is shields for \$5,304 for equipment and supplies.

Miscellaneous Police Revenue \$3,813

The Police Support Officer and Lieutenants worked diligently to clean out the Police Evidence Property Room and sent various items to Murphy's Auction in Kenmore. The amount of the check received was \$3,813 and the Police Department is requesting to allocate that revenue to purchase needed supplies in the Evidence Property Room such as a commercial drying cabinet, various plastic bins, and a collapsible bulk container.

Police Department Dispatching Interlocal Agreement with City of Bothell \$13,000

The City has had a long standing relationship with the City of Bothell for the use of police dispatch services. The interlocal agreement was due for renewal in 2022 and because of the recent cost increases for equipment and salaries, the City of Bothell is passing a reasonable portion of those increased costs along to the City of Lake Forest Park for using their services for dispatch. The original budget adopted in 2021-2022 was so lean due to the pandemic that even a \$13,000 increase is requiring a budget amendment.

Police Department: State Shared Revenue for Police Reform Bills (SB 5092) \$10,032

The City was provided a one-time State revenue to offset costs generated by law enforcement and criminal justice related legislation enacted between January 1, 2020, and June 30, 2021. The funds were allocated in SB 5092 in the State's operating budget. The Police Chief is proposing to use the remaining \$10,032 unallocated amount of the one-time State Shared Revenue on IA Pro Software and Interview Recording System.

Tree Account Professional Services \$28,000

King County Waterworks awarded the City of Lake Forest Park a grant in 2019 that has been supporting the cost of the McAleer Creek Restoration. The revenue and expenditures are being shown as a pass-through.

American Rescue Plan Act of 2021 (ARPA) Fiscal Recovery Fund

Community Partners \$702,000

The City Council has recently gone through the process of adopting contracts for our local Community Partners that have supported the citizens of Lake Forest Park during the pandemic. The list of community partners includes the Shoreline Lake Forest Park Senior Center, Dale Turner YMCA Youth Services, Center for Human Services, North

Helpline, HopeLink, and ShoreLake Arts. The final piece is allocating the contracted amount into the City's adopted budget through a budget amendment.

Local Business Support \$68,000

The City understands that the pandemic has caused great hardship for local businesses, and the Federal guidelines allowed supporting local businesses in need. The local businesses that have reached out for support that have been willing to complete the required level of documentation to receive the funds are Glacial Cryotherapy and the Lake Forest Bar & Grill.

Audio/Visual Hybrid Meeting IT Support \$15,000

The level of necessary internal IT support to assist in the audio-visual hybrid meeting systems was unanticipated at the beginning of the project. However, the necessary IT support needs to be added to the project costs and paid for out of the appropriate funding source.

Professional Services in response to Pandemic \$35,000

There will continue to be some ongoing costs in response to the pandemic such as additional cleaning costs, HVAC maintenance and filters, and Office 365 maintenance. The COVID-19 pandemic drove the decision to implement Office 365 which was mostly paid for through the CARES grant dollars, which would allow that maintenance to be paid for through the ARPA funds.

Capital Expenses: Information Technology Purchases \$35,000

The City desires to continue improving the information technology experience during the hybrid working from home environment. Currently, the IT Department is exploring an improved VPN experience which would result in purchasing some upgraded equipment. The upgrade would transition employees from needing multiple computers to only needing one computer. The City would then start purchasing employee computers to start this improved remote working experience process. The hybrid work model may be in place for an extended period, if not permanently.

ARPA Management \$122,000

The City allocated management of the recently received ARPA funds to the positions of the City Attorney, City Administrator, and Finance Director as the requirements continued to develop throughout 2021 and the beginning of 2022. The City is directly allocating the City Attorney's time spent on all ARPA related items. Ten percent of the City Administrator's and the Finance Director's salary and benefits are also to be allocated to the ARPA Management. The work being performed supports navigating the continual guideline development up through 2022, creating community partners and local businesses contracts, reviewing supporting documentation prior to payment, and complying with all reporting requirements.

Surface Water Capital Fund

Professional Service Agreement – 35th Avenue Northeast \$52,000

On 35th Avenue Northeast are some recently identified stormwater drainage issues that resulted in the City reaching out to an Engineering Consultant to determine what would be necessary to modify the stormwater drainage facilities in that area. The drainage project will be designed and constructed in 2022. The amount of \$52,000 is only for the design costs. Once the actual construction costs are known that will be proposed on an upcoming budget amendment. The current very rough estimate for construction cost is \$400,000 from the City's Engineer. The City will have a more accurate number once the Engineering Consultant firm has completed the design review for the 35th Avenue Northeast project.

Operational Items

Information Tech \$90,000

A couple of large unforeseen events occurred in the Information Technology Department during the 2021-2022 budget. The first ongoing issue was at the Public Works facility around the phones and internet. In 2021, the Information Technology Manager was tasked with getting to the root of the problem instead of continuing to provide patch fixes which were always temporary. The phone and internet problem has been fully resolved for the Public Works facility. The second item was the City's Information Technology Position became vacant, relying solely on IT Consultants, KDH Consulting, for the City's Information Technology Services for about 4 months. The City is very pleased with the quality of daily support and capital IT project support KDH Consulting has provided during the last 4 months. The City has filled the Information Systems Manager position as of March 7, 2022, so that ongoing cost will be significantly reduced. Finally, the core switch replacement capital project that was scheduled to take place at the end of 2021, the beginning of 2022, ended up taking almost double the amount of labor hours as originally anticipated. The core switch replacement was a critical piece of equipment to have replaced in the server room and it has provided additional rack space for the audio-visual hybrid meeting process that is currently in progress. The City has been performing some much-needed Information Technology improvements, but they have come at a cost.

Fiscal Implications

The schedule of adjustments is presented below, starting on the next page.

GENERAL FUND			
<u>Title</u>	<u>Revenue(R)/Expend.(E)</u>	<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u> <u>Total Expenditure</u>
Sales & Use Tax	R	\$ 700,000	\$ 700,000
Traffic Safety Camera Fines	R	\$ 1,200,000	\$ 1,200,000
Lost Revenue	R	\$ -	\$ -
Police Department Miscellaneous Revenue	R	\$ 3,813	\$ 3,813
Police Federal Grant Appropriation - Reimbursement	R	\$ 62,604	\$ 62,604
King County Waterworks Grant - Tree Account	R	\$ 28,000	\$ 28,000
General Fund Revenue Adjustment Total			\$ 1,994,417
Management Professional Employees (MPE's) Salaries & Benefits	E	\$ 145,000	\$ 145,000
Police Department Salaries & Benefits	E	\$ 36,500	\$ 36,500
Police Department - Less than Lethal Grant	E	\$ 62,604	\$ 62,604
Police Department Supplies	E	\$ 3,813	\$ 3,813
Police Department Remaining State Shared Revenue	E	\$ 10,032	\$ 10,032
Dispatch for Contracted Services & Equipment Maintenance	E	\$ 13,000	\$ 13,000
Tree Account - King County Waterworks Grant	E	\$ 28,000	\$ 28,000
General Fund Expenditure Adjustment Total			\$ 298,949
Total Net Change to the General Fund		\$ 1,695,468	
STREET FUND			
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u> <u>Total Expenditure</u>
Management Professional Employee (MPE) Salaries & Benefits	E	\$ 6,000	\$ 6,000
Street Fund Expenditure Adjustment Total		\$ 6,000	\$ 6,000
ARPA FISCAL RECOVERY FUND			
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u> <u>Total Expenditure</u>
American Rescue Plan Act of 2021 Revenue	R	\$ 1,884,807	\$ 1,884,807
ARPA Revenue Adjustment Total			\$ 1,884,807
Lost Revenue	E	\$ -	\$ -
Shoreline Lake Forest Park Senior Center Services - Community Partner	E	\$ 28,000	\$ 28,000
Dale Turner YMCA Youth Services - Community Partner	E	\$ 200,000	\$ 200,000
Center for Human Services - Community Partner	E	\$ 118,000	\$ 118,000
North Helpline - Community Partner	E	\$ 95,000	\$ 95,000
Hopelink - Community Partner	E	\$ 186,000	\$ 186,000
Glacial Cryogenic - Local Business	E	\$ 55,000	\$ 55,000
ShoreLake Arts - Community Partner	E	\$ 75,000	\$ 75,000
Lake Forest Bar & Grill - Local Business	E	\$ 13,000	\$ 13,000
Professional Services - Additional Cleaning, HVAC Maintenance & Filters, Office 365 Maintenance due to pandemic	E	\$ 35,000	\$ 35,000
Capital Expenses - Computer & IT Equipment Purchases	E	\$ 35,000	\$ 35,000
AV Hybrid Meeting - Internal IT Consulting Support	E	\$ 15,000	\$ 15,000
City of Shoreline Partnership - Holiday Baskets Shoreline School District	E	\$ 5,000	\$ 5,000
Salary Allocation (ARPA Management- City Admin, Finance Dir., Attorney)	E	\$ 122,000	\$ 122,000
ARPA Expenditure Adjustment Total			\$ 982,000
Total Net Change to the ARPA Fund		\$ 902,807	

The schedule of adjustments continued

CAPITAL IMPROVEMENT FUND				
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u>	<u>Total Expenditure</u>
Real Estate Excise Tax 1	R	\$ 100,000	\$ 100,000	
			\$ 100,000	
TRANSPORTATION CAPITAL FUND				
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u>	<u>Total Expenditure</u>
Real Estate Excise Tax 2	R	\$ 100,000	\$ 100,000	
			\$ 100,000	
Management Professional Employees Salaries & Benefits	E	\$ 10,000		\$ 10,000
Transportation Capital Fund Revenue Adjustment Total				\$ 10,000
Total Net Change to the Transportation Capital Fund		\$ 90,000		
SEWER UTILITY FUND				
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u>	<u>Total Expenditure</u>
Management Professional Employee Salaries & Benefits	E	\$ 7,500		\$ 7,500
Sewer Utility Fund Expenditure Adjustment Total				\$ 7,500
SURFACE WATER UTILITY FUND				
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u>	<u>Total Expenditure</u>
Management Professional Employees (MPE's) Salaries & Benefits	E	\$ 10,000		\$ 10,000
Surface Water Utility Fund Revenue Adjustment Total				\$ 10,000
SURFACE WATER CAPITAL FUND				
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u>	<u>Total Expenditure</u>
Professional Service Agreement - 35th Avenue NE	E	\$ 52,000		\$ 52,000
Surface Water Capital Fund Expenditure Adjustment Total				\$ 52,000
VEHICLE & EQUIPMENT REPLACEMENT FUND				
<u>Title</u>		<u>2021-2022 Adjustment Amount</u>	<u>Total Revenue</u>	<u>Total Expenditure</u>
<i>Previous 2019/2020 Allocated Upspent Budget</i>				
Information Technology Professional Service	E	\$ 90,000		\$ 90,000
Vehicle & Equipment Replacement Fund Expenditure Adjustment Total				\$ 90,000

The budget is adopted at the fund level, see the changes by fund presented below.

Fund No.	Fund Name	<u>2021-2022 Adopted (Amended)</u>		<u>2021-2022 Proposed</u>	
		Revenue	Expenditure	Revenue	Expenditure
001	General Fund	18,901,048	19,650,075	20,895,465	19,949,024
101	Street Fund	1,506,056	1,621,718	1,506,056	1,627,718
107	ARPA Fiscal Recovery Fund	1,884,807	521,612	3,769,614	1,503,612
301	Capital Improvement Fund	1,345,241	1,219,442	1,445,241	1,219,442
302	Transportation Capital Fund	5,620,022	5,245,602	5,720,022	5,255,602
401	Sewer Utility Fund	6,962,355	6,817,477	6,962,355	6,824,977
403	Surface Water Utility Fund	2,822,622	2,762,831	2,822,622	2,772,831
404	Surface Water Capital Fund	4,394,000	4,799,500	4,394,000	4,851,500
501	Replacement Fund	610,920	842,567	610,920	932,567

Staff Recommendation

Staff is recommending that the City Council adopt Ordinance XXXX for the Proposed First Quarter Budget Amendment for 2022

Legal Review

Type of Document	Title of Document	Date Reviewed by Legal Counsel
Ordinance	Ordinance / Budget Amendment	KAP 3/17/2022

ITEM 2
ATTACHMENT 2
ORDINANCE NO. XXXX

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE
FOREST PARK, WASHINGTON, AMENDING THE 2021-2022
BUDGET ESTABLISHED BY ORDINANCE NO. 1213 AND
SUBSEQUENTLY AMENDED BY VARIOUS ORDINANCES; AND
PROVIDING SEVERABILITY AND ESTABLISHING AN
EFFECTIVE DATE**

WHEREAS, State law, Chapter 35A.34 RCW provides for the biennial adoption of the City's budget and provides procedures for filing of the proposed budget, deliberations, public hearings, and final fixing of the budget; and

WHEREAS, a budget for fiscal years 2021-2022 was adopted by Ordinance No. 1213; and

WHEREAS, the City of Lake Forest Park is required by Chapter 35A.34 RCW to review all revenues and expenditures for each fund in the adopted budget; and

WHEREAS, the Administration has proposed adjustments to the originally adopted budget for several funds to better align the budget with current conditions; and

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

Section 1. AMENDMENT. The 2021-2022 budget is hereby amended as follows:

Fund No.	Fund Name	<u>2021-2022 Adopted (Amended)</u>		<u>2021-2022 Proposed</u>	
		Revenue	Expenditure	Revenue	Expenditure
001	General Fund	18,901,048	19,650,075	20,895,465	19,949,024
101	Street Fund	1,506,056	1,621,718	1,506,056	1,627,718
107	ARPA Fiscal Recovery Fund	1,884,807	521,612	3,769,614	1,503,612
301	Capital Improvement Fund	1,345,241	1,219,442	1,445,241	1,219,442
302	Transportation Capital Fund	5,620,022	5,245,602	5,720,022	5,255,602
401	Sewer Utility Fund	6,962,355	6,817,477	6,962,355	6,824,977
403	Surface Water Utility Fund	2,822,622	2,762,831	2,822,622	2,772,831
404	Surface Water Capital Fund	4,394,000	4,799,500	4,394,000	4,851,500
501	Replacement Fund	610,920	842,567	610,920	932,567

Section 2. BEGINNING FUND BALANCES. The 2022 beginning fund balances are presented as follows:

Fund No.	Fund Name	<u>Actual 2022</u>	<u>2022 Proposed Amended Budget</u>		<u>2022 Projected</u>
		<u>Beginning Fund</u>	Revenue	Expenditure	<u>Ending Fund</u>
		<u>Balance</u>			<u>Balance</u>
001	General Fund	6,756,771	10,201,874	10,815,068	6,143,577
101	Street Fund	807,162	867,045	1,074,192	600,014
102	Council Contingency Fund	731,349	11,253	-	742,602
104	Transportation Benefit District	725,428	368,588	603,027	490,989
105	Budget Stabilization Fund	318,493	3,677	-	322,170
106	Strategic Opportunity Fund	91,758	1,283,085	1,318,284	56,559
107	ARPA Fiscal Recovery Fund	1,513,642	1,884,807	1,084,473	2,313,976
301	Capital Improvement Fund	1,151,366	599,806	299,753	1,451,420
302	Transportation Capital Fund	1,844,990	4,169,729	4,160,598	1,854,121
303	Facilities Maintenance Fund	813,581	178,352	565,000	426,934
401	Sewer Utility Fund	958,344	3,720,774	3,633,742	1,045,376
402	Sewer Capital Fund	2,160,992	1,446,740	1,081,740	2,525,992
403	Surface Water Utility Fund	1,204,329	1,501,554	1,775,521	930,362
404	Surface Water Capital Fund	1,181,315	4,177,935	4,881,319	477,931
406	Sewer Bond Reserve Fund	106,597	1,892	-	108,489
407	PW Trust Fund Repayment Fund	637,176	290,628	249,597	678,206
501	Replacement Fund	794,493	330,583	459,417	665,658

Section 3. 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 4. 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 5. 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 _____ day of March 24, 2022.

APPROVED:

Jeff Johnson
Mayor

ATTEST/AUTHENTICATED:

Matthew McLean
City Clerk

APPROVED AS TO FORM:

Kim Adams Pratt
City Attorney

Introduced: _____
Adopted: _____
Posted: _____
Published: _____
Effective: _____