

## RESOLUTION NO. 1815

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, CLARIFYING THE PROCESS, ROLES, PUBLIC INVOLVEMENT, AND COMMENTS ASSOCIATED WITH DEVELOPMENT OF AN IMPLEMENTATION PLAN AS REQUIRED BY RESOLUTION 1810

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**WHEREAS**, on July 22, 2021, the City Council passed Resolution 1810 relating to the City's Regular Property Tax Levy, asking the people of Lake Forest Park whether the priorities of the Parks, Recreation, Open Space, and Trails Plan and Safe Street report, merit approximately \$2 million annually in new revenue for new capital and operational expenses; and

**WHEREAS**, Resolution 1810, Section 6. requires certain conditions be met, including adoption of an Implementation Plan prior to the appropriation of any of the Levy Funds for new investments; and

**WHEREAS**, the City has defined processes for the development and adoption of programmatic plans, legislation, and budget appropriations; and

**WHEREAS**, Resolution 1810, Section 6. requires annual reports to be published regarding the levy funds dedicated to programmatic plan priorities; and

**WHEREAS**, the City Council desires to clarify the process, roles, public involvement, and contents associated with development of an Implementation Plan as required by Resolution 1810; and

**WHEREAS**, the City Council should rely on the Implementation Plan and its associated multi-year financial plan to set the property tax levy rate, including rates at or below the maximum amount authorized by voters and state law.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Lake Forest Park, as follows:

#### Section 1. Implementation Plan or Plans

A. Implementation Plan(s) as required by Resolution 1810, Section 6., shall be:

1. Developed, amended, and adopted by resolution as needed to achieve the priorities set forth in the City's Safe Streets reports, including such efforts as pedestrian, bicycle, traffic calming, and other safety connections; the Lake Forest Park Parks Recreation Open Space and Trails ("PROST") Plan; and any future parks, recreation and pedestrian/cyclist connectivity plans adopted

by the City Council. The Safe Streets reports, PROST, and future connectivity plans are hereafter referred to as programmatic plans;

2. Drafted in partnership and with guidance from the City's Parks Board. The Parks Board process should include:

- a. a joint City Council and Parks Board meeting for discussion of the scope, timeline, and other policy guidance;
- b. staffing and resources needed to draft or amend an Implementation Plan;
- c. public process validating the priorities from programmatic plans to be investigated further by the administration; and
- d. review and advisory discussion(s) between the administration and the Parks Board prior to the administration transmitting a draft Implementation Plan or Implementation Plan amendment to City Council.

3. Drafted to include:

- a. project or program descriptions, milestones, cost, and operating and maintenance forecasts for planning investments, Parks Board support, operational investments, capital projects, and programs as prioritized with the Parks Board; and
- b. design professional estimates of associated costs related to materials, utilities, labor and operations and maintenance, when appropriate to the program or project. Such estimates will also be utilized during Council budget deliberations in determining appropriations for planning, design, and construction of projects.

4. Adoption in conjunction with a multi-year financial plan that includes:

- a. tax revenues, financing revenues, interest, and other revenues,
- b. planning, operational, capital, financing, and other expenses, and
- c. levy fund receipts anticipated in the financial plan period that have not been identified for a planning, operational, capital, or other appropriate project or program.

B. A special, initial levy year Implementation Plan shall be developed for 2022 that includes only planning investments, Parks Board support, shovel-ready capital projects that have been previously prioritized and submitted for Safe Routes to Schools grants, and any related operational expenses. This Safe Routes Implementation Plan should minimize the process of prioritization as described in sub section A.2. above. This special 2022 Implementation Plan shall be amended, added by addendum, or specifically addressed by or incorporated into the next adopted Implementation Plan.

C. City Council consideration of the draft Implementation Plan(s) or amendment shall include:

1. A joint City Council – Parks Board meeting to discuss the priorities identified and input received by the Parks Board.
2. Budget and Finance Committee review of the financial implications and implementation of the Implementation Plan, and creation of a draft multi-year financial plan for review and approval by the City Council.
3. Committee of the Whole discussion and refinement of the draft Implementation Plan(s) or amendment and draft multi-year financial plan.
4. Public meeting(s) regarding the proposed Implementation Plan(s) or amendment and the associated multi-year financial plan.
5. Council adoption by resolution, after a public hearing. The adopted resolution should authorization for the Mayor to make minor changes due to schedule, timing, and bond or interest rates at the time of financing, which may affect cashflow but not supersede the identified projects, programs, planning, or operations contained within the adopted Implementation Plan(s).
6. Appropriation through normal City biennial, mid-biennial, or supplemental budget processes prior to expenditure or contracting. It is anticipated that adoption and review of existing and future Implementation Plans shall coincide with and inform the City's biennial budget process, including any mid-biennial or supplemental amendments. Furthermore, it is the City's intention to set property tax rates based on the financial needs of the multi-year financial plan, which may be lower than the maximum amount authorized by voters and state law.

D. The approved Implementation Plan(s), as amended, shall form the basis of the Annual Report required per Resolution 1810, Section 6.(c).

**Section 2. Effective Date.** This resolution takes effect immediately only upon certification of the November 2021 General Election if it is certified that the vote of the people of Lake Forest Park approves Proposition No. 1 a Levy for walkways, safe connections, parks, and recreation

**Section 3. CORRECTIONS.** The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**PASSED BY A MAJORITY VOTE** of the members of the Lake Forest Park City Council this 14<sup>th</sup> day of October, 2021.

APPROVED:

Jeff Johnson  
Mayor

ATTEST/AUTHENTICATED:

Evelyn Jahed  
Evelyn Jahed  
City Clerk

FILED WITH THE CITY CLERK: October 8, 2021  
PASSED BY THE CITY COUNCIL: October 14, 2021  
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