

City Administrator Report

City of Lake Forest Park

Date: August 8, 2024

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

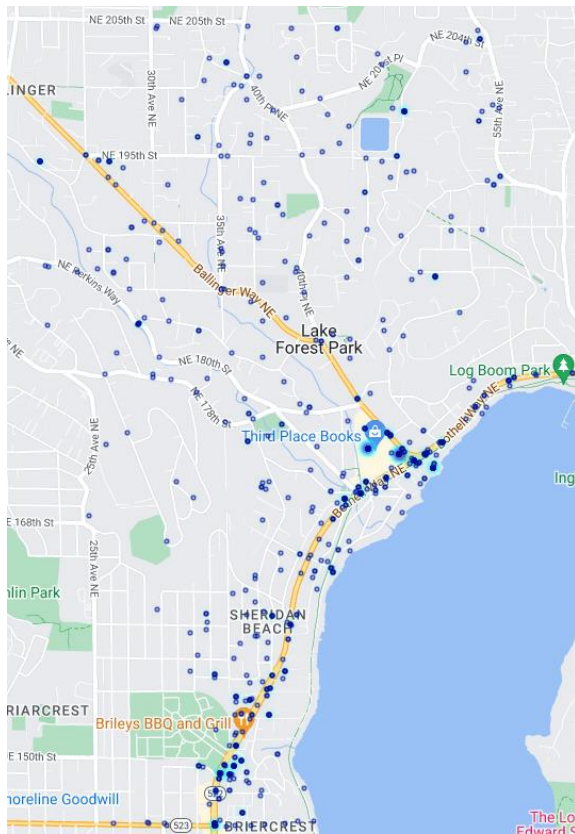
CC: Honorable Mayor Tom French
Leadership Team

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.

Police Department



Police incidents heatmap for

July 2024:

Each blue dot is an incident generated by dispatch or an officer.

This map represents **954** Call Incidents in **July**.

| | |
|------------------------|-----|
| Traffic Stop - General | 301 |
| E911 | 72 |
| Contact of a Person | 52 |
| Questionable Activity | 50 |
| Alarm | 26 |
| Theft | 24 |
| LFPPD Warrants | 20 |
| Welfare Check | 19 |
| Traffic Accident | 18 |
| Fraud | 8 |
| Disturbance | 8 |
| Animal | 7 |
| Hit & Run | 7 |
| MV Prowl | 7 |
| Noise Complaint | 7 |

Case Reports Taken for July 2024

| | | | |
|---------------------|----|------------------------|---|
| Theft | 14 | Property | 1 |
| Malicious mischief | 7 | Order Violation | 1 |
| Trespass | 6 | Burglary | 1 |
| Fraud | 5 | Recovered Property | 1 |
| Death investigation | 4 | CPS | 1 |
| Domestic | 4 | Eluding police officer | 1 |
| MV prowl | 3 | Hit-and-run | 1 |
| MV theft | 3 | Assist outside agency | 1 |
| Warrant arrest | 3 | Missing person | 1 |
| Behavioral Health | 1 | | |

Total – 59

Notable Incidents:

Officers encountered a suspicious individual walking around the 15700 block of Bothell Way NE at 4:00 a.m. The person appeared to be under the influence of illegal substances. After being medically cleared by the fire department, officers attempted to offer him resources, but he declined and expressed a desire to leave. He was then transported to the Northgate Transit Center.

A female with a history of drug use was found slumped over in her vehicle in the Town Center parking lot. When officers made contact, she claimed she was "checking her phone." No illegal substances were visible inside the vehicle, and no crime was observed.

Another female, possibly under the influence of drugs, was found slumped in her vehicle at 3:00 a.m. Crisis services were offered but declined.

A 63-year-old male was found unconscious in his kitchen. First responders attempted CPR but were unsuccessful. The preliminary investigation revealed no signs of foul play. The case is currently under investigation by the King County Medical Examiner’s Office.

A mentally ill individual was found outside the police department, talking to himself and not making much sense. Officers offered resources, but he declined. He was then transported to LCW Fred Meyer.

A father contacted the police concerning his 17-year-old mentally ill son, who had begun to cut himself. Although the situation did not meet the criteria for an Involuntary Treatment Act (ITA), officers provided resources and offered assistance through the Rapid Crisis Response (RCR) team.

Officers responded to a theft in progress at Albertson's, where two female suspects were quickly apprehended and charged with organized retail theft after being found with a large quantity of paper towels and Tide Pods. One of the women became argumentative and irate with the officers, while the other pretended to have a mental health crisis. Both were booked and officers successfully managed the hostile situation without the use of force.

Officers responded to the home of a well-known individual who had expressed plans to take her own life using pills. After speaking with the subject's mother, officers determined that the situation did not meet the criteria for an Involuntary Treatment Act (ITA).

Citizens called 911 about an irate male riding his motorcycle in circles. Officers made contact with the individual, who was experiencing mental and emotional issues. However, he did not meet the criteria for an Involuntary Treatment Act (ITA) and had not committed any crime.

An elderly female with Alzheimer's was found lost near Woodland North Apartments. Officers contacted her son, who was unable to come to LFP to pick her up. Officer Montague transported her to her son's residence. The following day, the son called Lt. Zanella to commend the officers for their professional demeanor and compassion.

Officers responded to a theft in progress at Ross, where a female shoplifter was seen attempting to conceal multiple items. It was discovered that she was connected to a male who was found at Albertsons and had just stolen a couple of beers. There was a no-contact order in place between them. The male was arrested for violating the order, and the female was trespassed from the store.

Officers responded to a crisis call involving a 16-year-old male who had attempted suicide with a knife. He was transported to Children's Hospital for evaluation.

Officers responded to a trespassing call at the beach club and contacted an autistic male who was there out of curiosity. No crime was committed.

A citizen placed his wallet on top of his car and accidentally left it there. Shortly afterward, his bank notified him that someone had attempted to use his credit card in Boston.

Officers responded to a multi-vehicle traffic incident where a reckless driver lost control of his vehicle, colliding with two cars and a fire hydrant. The driver was cited for reckless driving.

A citizen reported hearing a loud argument while walking, including a threat like "next time I am going to kill you." Officers responded, spoke with those involved, and determined it was just a verbal dispute.

A homeowner called 911 reporting that a burglar had entered his residence through the bathroom window. Officers responded promptly, but the suspect had already fled. There are no leads at this time.

Officers responded to a domestic violence incident in progress. The suspect was arrested and booked.

A subject was jaywalking across Bothell Way and forgot that it's illegal, especially with an outstanding warrant. The subject was booked.

The manager of Third Place Books called the police about a male subject smoking what was thought to be crack cocaine outside the store. Officers arrived and determined he was smoking marijuana. He was reminded of Washington state laws.

Several mailboxes were damaged, and mail was stolen in the area of Hamlin Rd NE and NE 169th St. There are no leads at this time.

Two subjects, possibly juveniles, were reported shooting at raccoons with an air rifle. By the time the officers arrived, the subjects had already left.

Officers responded to a domestic violence incident in progress. The suspect was arrested for malicious mischief, harassment, and threats.

Officers contacted a subject in Lyon Creek Park who was experiencing a crisis. After speaking with him for some time, they offered services, but he declined.



A high-speed driver lost control of his vehicle, struck a tree, and flipped onto its side. The driver was transported to the hospital, and the damaged vehicle was towed. Criminal charges are pending.

LFP Safety Fair



On Saturday, July 13th, 2024, from 10:00 AM to 1:30 PM, the Lake Forest Park Police Department hosted its 4th Annual "Safety Day for Kids." The event was a great success, drawing 400-500 attendees throughout the day. Over 130 life vests and more than 100 bike helmets were distributed to the community. Kids enjoyed free "safety bags," a bounce house, and a cotton candy machine. A big thanks to the LFP Rotary for funding the helmets and vests!

The fair provided a fun-filled day of outdoor safety education for children, featuring biking, and water activities. On this hot and beautiful day, Shoreline Fire used their truck fire hoses to cool off the kids. The children participated in a bicycle obstacle course to learn about traffic safety and considerate cycling, ending with a "Bike Wash," which was a huge hit!



Representatives from King County Search and Rescue and Lake Forest Park Police Officers discussed outdoor and water safety while giving away bicycle helmets and life jackets. NEMCo joined the event to go over emergency management and show off their search and rescue tools. The Northsound Police Foundation and the Regional

Crisis Response Agency also participated, adding valuable information and support. Fish and Wildlife attended to provide educational materials and answer questions. The US Coast Guard assisted with interactive robot boat, and Shoreline Fire offered tours of the fire truck, while LFP police cars were showcased. One of the highlights for many kids was throwing softballs that dunked the Mayor and Police Chief in water, watching them submerge in the cold, refreshing water while wearing safety life vests.

Special thanks to all the sponsors:

- LFP Rotary
- Lake Forest Bar and Grill
- H/O Sports out of Snohomish
- 522 Tattoo
- Briley's BBQ
- Nekter Juice Bar
- Third Place Books
- AMPED Electric Bikes
- Rite Aide
- Northsound Police Foundation



II. Internal City Information

Community Development

Lakefront Property Update for Phase 2 progress: Project is moving along continuing with field assessment preparation and scheduling, including traffic, geotechnical, and cultural. Design preparation and design development, including architectural, marine engineering, site design, civil engineering, and landscape architecture. Regulatory research, documentation, and permitting coordination.



Phase 2 is underway!

The lakefront park is entering the next stage of design development.

With the preferred design selected, the city and consultant team are working to advance the conceptual plan into detailed design documents. The city is also actively pursuing grants and other funding to support the next stages of design and construction. Community engagement will continue throughout the next phase of the project. Stay tuned for upcoming events, meetings, and workshops coming soon!

lfplakefrontpark.com



Municipal Services

Caroline Thompson, Records Specialist, has retired. Her last day in the office was Wednesday, July 31, 2024. We have two new employees: Kate Guyon, Records Specialist, who started on July 22, 2024, and Zoey Spears, Receptionist, who started on July 31, 2024.

Passports

In July, we processed 447 passport applications and took 318 photos, generating a total revenue of \$22,005. In July 2023, we generated revenue of \$12,405.

| Month | Passport Revenue | Photo Revenue | Total |
|-------|------------------|---------------|----------|
| May | \$15,645 | \$6,360 | \$22,005 |

We had a Weekend Passport Acceptance Agent, Theresa Gilbert, who resigned on July 30 to have more time with her regular obligations. Instead of hiring an additional Weekend Passport Acceptance Agent, we are expanding the passport hours on Thursday and Friday to match Monday through Wednesday. Now, the passport hours are Monday through Friday from 9:00 a.m. to 4:00 p.m. starting the week of August 5, 2024. We will still have Saturday passport hours, but only with two agents instead of three.

III. Council Information

IV. Response to Citizen and Council Comments

V. Contract Reporting

Three contracts have been approved administratively in the reporting period:

- Washington State Administrative office of the Courts (AG-24-030), Interagency Reimbursement Agreement re: State v. Blake
- Invoice Cloud (AG-24-031), Additional credit card reader for passport services
- UW Police Department (AG-24-033), Agreement for law enforcement services

VI. Legislative Update

I. Community Events

The Shoreline Tool Library continues to grow and expand the services it offers to the North King County community!

Since its January grand opening, they have signed up over 1,000 members and engaged over 150 volunteers! In May, they opened the Shoreline Bike Shack, offering the only bike shop in all of Shoreline. This community space offers volunteer expertise and tools for community members to learn how to fix their own bikes. With their June pop-up tool sale, the Tool Library rehoused nearly 20,000 tools to over 650 attendees. The Tool Library has also hosted 6 fix-it-nights serving a total of 86 people so far in 2024. As of July 1, they have rescued over 10,000 pounds of used tools and building supplies and continue to divert these valuable materials away from the landfill.



VII. Upcoming City Sponsored Events

Shakespeare in the Park - Pfingst Animal Acres Park! Saturday, August 10, 2024

The City of Lake Forest Park and ShoreLake Arts are partnering for a Shakespeare in the Park! Head to Pfingst Animal Acres Park Saturday, August 10th at 4:00 p.m. to enjoy a performance by the Last Leaf Productions, for Shakespeare in the Park! This is a free event, no tickets needed! Bring seating for the lawn or a blanket for an evening picnic and enjoy the show!

This special matinee event will also include hands-on crafts!



The poster for FERIA VIVA latinoamérica 2024 features a purple background with colorful triangular bunting at the top. The event is scheduled for 24 AGO SÁBADO from 11AM to 6PM. It highlights performances by KANTUSUR, ALMA VILLEGAS, and ENTREMUNDOS CUARTETO. Activities include a FASHION SHOW, MÚSICA DANZA EN VIVO, and PANAMA FOLKLORE-SEATTLE. A central banner reads "STANDS LIMITADOS" and "EMPRENDEDOR AMPLIA TUS CLIENTES CONECTA | VENDE | PROSPERA". The location is 17435 BROOKSIDE BLVD NE, LAKE FOREST PARK WA 98155, with free admission for the public. Contact information and social media handles are provided at the bottom, along with logos for sponsors like Latino Community Fund, JAIME MENDEZ News, and CULTURE.

Feria Viva Latinoamerica

Immerse in a cultural festival filled with live music, a fashion show, delicious food, handmade treasures, community services, and more!

Come with family and friends and enjoy a variety of mouthwatering dishes and discover unique handmade products from Latin America.

We'll see you on Saturday, August 24th, starting at 11am at the beautiful Animal Acres Park, Lake Forest Park. Don't miss out one of the most vibrant event of the year!

Family Day at the LFP Farmers Market – August 25th

Save the Date! Sunday, August 25th (10 AM to 2 PM) is FAMILY DAY at the Lake Forest Park Farmers Market! In partnership with City of Lake Forest Park, we will offer a Bubble Zone and big rigs for the kids to check out, along with live music all day. Don't forget to peruse the market stalls for savory snacks and sweet treats - and pick up your fresh produce, flowers, baked goods, meat and fish for the week! See you there!

Family Day
at the Lake Forest Park Farmers Market

Bubble Zone!
Fresh Produce!
Live Music!
August 25th
10 AM-2 PM
Fun for the Whole Family!
Meat, cheese & fish!
Big Rigs!
Berries & flowers!

**Browse the Farmers Market
& Celebrate Summer!**

Presented in partnership with the City of Lake Forest Park

REDUCE - REUSE - RECYCLE! Save the Date for LFP's first ever Yard Sale Day!



Calling all LFP'ers who need an excuse to clean out the garage/home, want to buy used instead of new, love a good bargain, or just want to get out and explore the neighborhood for LAKE FOREST PARK YARD SALE DAY!

Volunteers of the Park's and Recreation Advisory Board are organizing LFP's first-ever city-wide yard sale!

WHEN: Saturday, September 14, 2024 - 9:00AM to 3:00PM

WHERE: All over Lake Forest Park!

Want to list your address on a map so others can come find you? Drop your information [here](#).

Maps with addresses will be available starting the week before.

VIII. Meetings Calendar

[City Council Special Meeting \(hybrid meeting\)](#)

August 5, 2024, 6:00 PM - 8:00 PM City Hall and via Zoom

[More Details](#)

[Climate Action Committee Meeting \(hybrid meeting\)](#)

August 6, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

[City Council Work Session \(hybrid meeting\)](#)

August 8, 2024, 6:00 PM - 7:00 PM City Hall and via Zoom

[More Details](#)

[City Council Regular Meeting \(hybrid meeting\)](#)

August 8, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

[City Council Special Meeting \(hybrid meeting\)](#)

August 12, 2024, 6:00 PM - 8:00 PM City Hall and via Zoom

[More Details](#)

[Planning Commission Meeting \(hybrid meeting\)](#)

August 13, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

[Tree Board Special Meeting \(hybrid meeting\)](#)

August 14, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

[North King County Coalition on Homelessness](#)

August 15, 2024, 1:00 PM - 2:30 PM via Zoom

[More Details](#)

[City Council Committee of the Whole Meeting \(hybrid meeting\)](#)

August 19, 2024, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)