

City Administrator Report

City of Lake Forest Park

Date: September 11, 2025

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

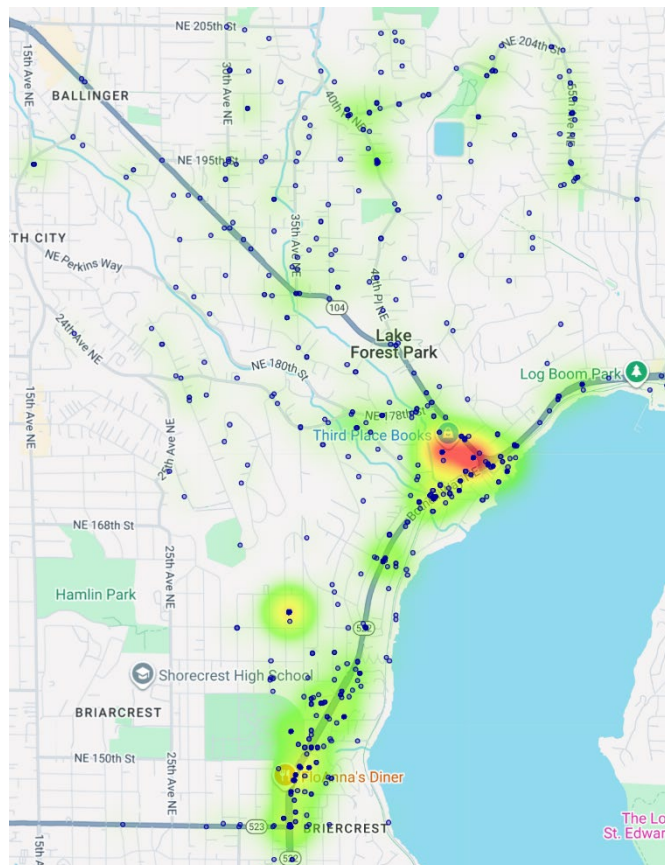
CC: Honorable Mayor Tom French
Leadership Team

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 August 2025:

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

This map represents **1017** Call Incidents in **August**

See Traffic Stats in Traffic Safety Section

Behavioral Health	69
Questionable Activity	49
911 Call	38
Contact of a Person	30
Warrants	27
Welfare Check	22
Alarm	12
Area Check	12
Civil	9
Theft	8
Noise Complaint	8
Disturbance	6
Animal	5
DV	5
Violation of Order	5

Case Reports Taken for August 2025

Warrant arrest	7
Theft	6
Domestic	5
Property, found	3
Order Violation	3
Behavioral Health	3
Trespass	3
DUI	2
Recovered Property	1
MV theft	1
MV prowl	1

Death investigation	1
Robbery	1
Commitment - jail	1
Assist outside agency	1
Fraud	1
Malicious mischief	1
Graffiti	1
VUCSA	1
Harassment	1
Assault	1
Hit-and-run	1

Total – 46

Notable Incidents:**Assists**

Det. Czebotar assisted IFIT-KC (Independent Investigation Team) with an officer-involved shooting incident that occurred in Bellevue. Det. Czebotar is part of the regional task force for this team.

Officers assisted Shoreline Fire Department with an electrical transformer that blew up in proximity to our Starbucks. Seattle City Light came and fixed the problem. There were several hours with no power.

Officers also assisted the fire department with a bicyclist who fell from his bike and hit their head on the ground.

Officers assisted Bothell Police with a robbery in progress, and, on a separate incident, our officers assisted Bothell police with a DUI incident.

Suspicious Calls

A community member heard somebody yelling and then, one hour later, he heard three gunshots. Officers conducted an area check but couldn't find anything suspicious.

Someone deliberately placed the residence exterior water hose towards the reporting parties house and flooded the basement. No suspects at this time and the homeowner didn't know why somebody would have done that.

Officers contacted a person in proximity to the USA Auto Glass business acting suspiciously. He stated that he was picking up some used cigarettes off the ground. He was asked to move along from the business.

A community member called the police regarding a possible disturbance in progress behind a neighbor's house. No disturbance, just kids and adults playing on a trampoline.

Officers contacted a person at the Blue Heron Park after seeing him urinating in the park. He was warned.

Suicide Calls

Officers were called to a 48-year-old man with depression and committed suicide. He had gone to his basement and shot himself in the chest. He died at the scene.

A person with disabilities had suicidal thoughts. They were ITA'd (involuntarily treatment act) and sent to NW Hospital.

Behavioral Health calls

NORCOM received several calls from the person who believes that Musk is targeting her TV, radio, phone, etc. The person is very well known to responders and has made over 100 calls. RCR responders have been in contact.

Mentally ill person needed to "vent". She talked on the phone with Sgt. Benson for 25 minutes without allowing him to say anything.

Thefts

A vehicle was prowled in proximity to the Sheridan Beach Community Club where the suspect stole some headphones. No leads at this time.

A motor vehicle theft in the 19000 block of 30th Ave NE.

Two female subjects were arrested for stealing items at Safeway. One was transported to the hospital because she stated that she had consume fentanyl. She was eventually booked into jail.

Theft in progress at Safeway. Suspect left before the arrival of the officers. Some of the stolen items were recovered (they were left on the street).

Domestic Violence

Officers responded to a possible verbal domestic incident. The two parties were very uncooperative. They were warned.

Welfare Checks

A community member called regarding her adult son been assaulted by another family member. Dispatch advised that she did not make any sense and didn't want to explain what happened. She did not answer the dispatcher's questions. Officers contacted the RP by phone and told her that her adult son needed to call the police and make a report. The RP still did not make any sense.

Patrol officers assisted a person with Alzheimer's who was disoriented.

A mother in distress, called the police regarding her adult daughter who is addicted to alcohol and broke sobriety. She left the house saying, "I am done". Officers conducted an area check but could not find the subject. Eventually, the night shift officers found her at Animal Acres Park. She was under the influence of drugs or alcohol, but she had no means or intention of harming herself. She was warned about not driving, and she understood. Officers called the mother and provided her with an update. The next day, the mother received a pic of her daughter holding a revolver in her hand. NORCOM sent out an information report to the surrounding agency regarding this incident. The following day officers contacted the subject at her parent's house. They took the gun (which had the hammer pulled back in the fire position and had two live rounds in the cylinder) and she stated that she bought the gun from a drug dealer for "protection". She stated that she was not suicidal but agreed to talk to a social worker by phone.

Welfare check on a female subject after a male called the police stating that she was possibly abducted. The investigation revealed that this was a boyfriend/girlfriend dispute.

Trespass

A community member called regarding people trespassing at the Lyon Creek Waterfront Preserve. Officers responded but didn't find anybody within the restricted area and no one swimming in the water with floaties on.

Two females were creating a disturbance at the Watercrest Apts. They left before the arrival of the officers.

Special Event

Battle of the Bands at Animal Acres Park. Officer Coleman worked the event and all had a good time.

Animal Problem

A cat was left inside a vehicle with the windows up. Officers were about to break the window when the owner arrived. She was warned.

Recovery Property

One of Lake Forest Park's reported stolen vehicles was recovered in the City of Seattle.

Burglary

There was a burglary at the Sanctuary Church. The reporting party knew who the suspect was and decided not to press charges.

Missing Persons

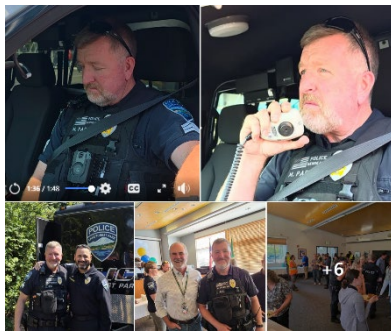
A reporting party wanted to let police know that her 25-year-old daughter left the house a month ago and didn't come back. There was a history of drug abuse.

Personnel Updates – Lake Forest Park Police Department



Retirement of Officer Scott Benjamin

On July 15, Ofc. Benjamin officially retired after 3 years of dedicated service to the Lake Forest Park community. Previously he worked over 7 years with Duvall PD. His commitment to public safety and his steady presence will be greatly missed. We thank him for his service and wish him well in retirement.



Retirement of Sergeant Maurice "Red" Parrish

On August 31st, after 27 years of service with the Lake Forest Park Police Department, Sgt. "Red" Parrish retired this summer. Sgt. Parrish has been a pillar in our community and a mentor to countless officers. He will be continuing his passion for training by serving full-time as a firearms instructor at the Basic Law Enforcement Academy.



Hiring of Officer Kelly Gregory

Ofc. Gregory joined the department this year on August 1, bringing strong skills and experience that will enhance our team's ability to serve the community. We are excited to welcome Officer Gregory and look forward to his contributions.



Hiring of Officer Chase Holmes

Ofc. Holmes was recently hired (September 1) and joins us after serving with the Snoqualmie Police Department. He is also currently serving in the Army National Guard and pursuing his commission as a 2nd Lieutenant. We are pleased to welcome Officer Holmes to Lake Forest Park, especially given his strong local ties to the area.



Promotion of Detective Jason Czebotar to Sergeant

Detective Jason Czebotar has been promoted to the rank of Sergeant. Sgt. Czebotar brings a wealth of experience from his time with Fish & Wildlife, Clyde Hill PD, and as a TAC officer at the Basic Law Enforcement Academy. His leadership will continue to strengthen our supervisory ranks.

Community Appreciation

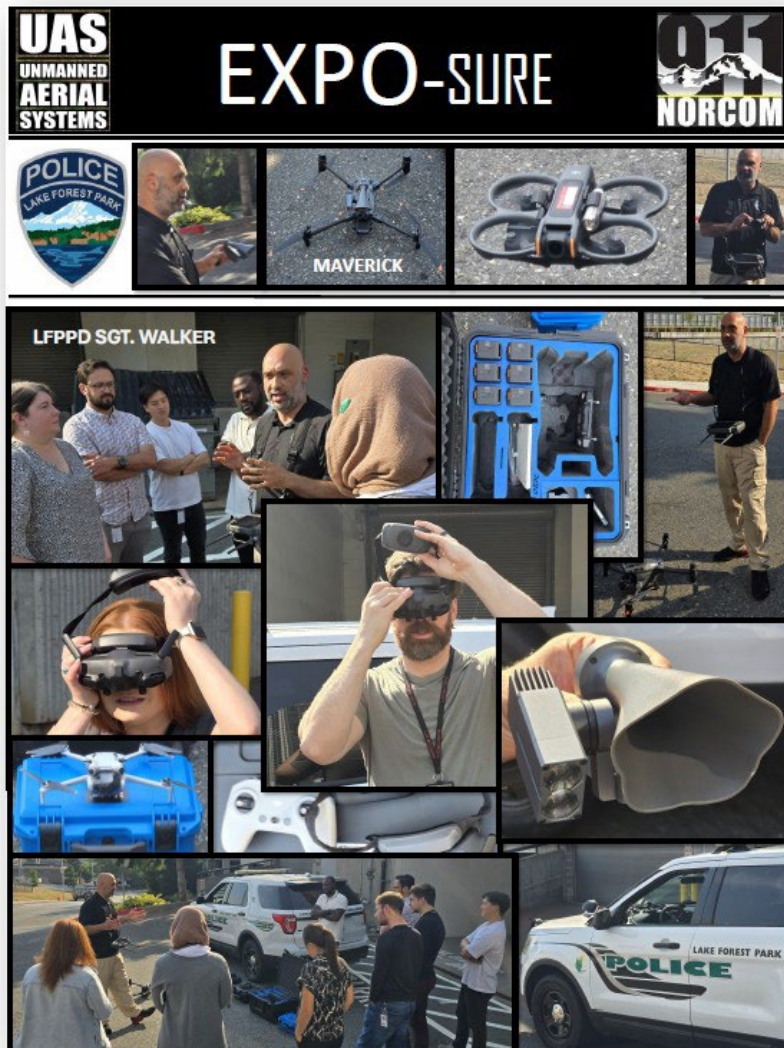


A big thank you to **Acacia Funeral Home** for stopping by the PD today with drinks, goodies, ice cream bars, and Starbucks gift cards to show their appreciation. We're grateful for the kindness and support of our community partners! ❤️ 🚔 🍦 ☕

UAS (Unmanned Aerial Systems) Presentation to NORCOM Staff

On September 3, Sgt. Walker visited our dispatch center (NORCOM) for a drone presentation. NORCOM had several agencies (Bellevue, Clyde Hill, Bothell, LFP), visit on different days to give presentations of the drones to all the dispatcher staff. Spanning several days and shifts, they were able to meet with all staff. We received the following message from NORCOM admin:

"Sgt. Walker was outstanding, and it was a pleasure to get to know him better while learning about your agency's drone program. I cannot express enough gratitude for this opportunity. Many of our staff members returned to the floor excited, smiling, and reinvigorated. Sgt. Walker was extremely knowledgeable and took the time to provide us with detailed information about the drones. We were able to process 23 staff members during the two-and-a-half-hour presentations. We look forward to seeing your agency's program deployed in the field. This experience was a valuable educational opportunity for us and continues to foster a stronger relationship between NORCOM and your department."



Lake Forest Park Community Police Academy

On September 3, we hosted our first successful session of our Community Police Academy. The class was highly engaging and interactive, with participants asking thoughtful questions that led to meaningful discussions. The evening offered not only valuable insights but also moments of laughter and connection.

The feedback from attendees was overwhelmingly positive, highlighting both the relevance of the information shared and the welcoming, collaborative atmosphere. We are excited to continue building these partnerships and look forward to the next few weeks as we strengthen the relationship between our department and the community we proudly serve.



Lake Forest Park



Traffic Safety

August 2025	
Traffic Stops	353
Traffic General	69
Traffic Collisions	11
Traffic Abandon	8
Hit and Run	4
Parking tickets	12

Traffic Safety Highlights

Emphasis Patrols:

- From Ballinger Way NE to 35th Ave. NE via NE 190th St. – pre-Ballinger closure data to support detour information.
- Continued emphasis on 55th Ave. NE, from the county line to NE 193rd St. – to support overflow from 61st St./Pl. NE closure
- 4900blk of NE 193rd St. – New speed limit sign will be installed
- NE 197th St./NE 201st Pl. from 40th Pl. NE to NE 203rd Pl. This is where the team will have to be creative.
- The intersection of NE 201st Pl. and 47th Ave. NE – four-way stop sign and speeding being reported.
- Emphasis on 40th Pl. NE – Traffic Safety Officer met with Crossing Guard for NE 185th St. and will be assisting with school time patrol at this location.

Traffic Collisions:

- NE 156th St. and 37th Ave. NE – Driver was cited Negligent Driving 2nd for speeding and driving left of center, totaling both vehicles.
- Ballinger and NE 178th St. – rear end, no injuries, non-reportable.
- Bothell Way access at 45th Ave NE – Distracted driving, rear-ended another vehicle.

Traffic Abandoned:

- 14800blk of 37th Ave. NE – vehicle ticketed and tagged for removal if not gone in 72 hours.

Hit and Run:

- 5000blk of NE 197th St. – FedEx driver caught running into residence BBQ trailer then driving off.

Distracted Driving:

- 17800blk Ballinger Way NE – driver of a vehicle from a commercial business was using cell phone in hand while driving and was unable to provide proof of insurance.

Parking:

- 3600blk of NE 155th St. – vehicle blocking residence driveway, owner paid to have the tow company drop it.
- Residential contractor asked to move vehicles.
- Multiple notices to vehicles parked on sidewalk on 37th Ave. NE
- 3000blk of NE 190th St. – resident called in about a parked vehicle, turned out to be legally parked while visiting.

Enforcement recognized:

- Emphasis at 4000blk of NE 178th St. – Mayor drove by, happy to see car in action

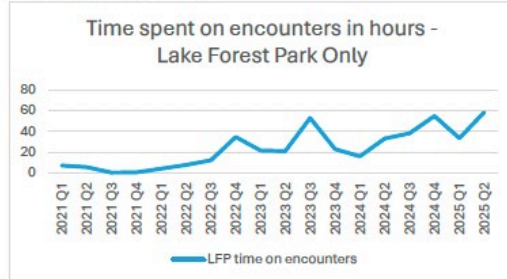
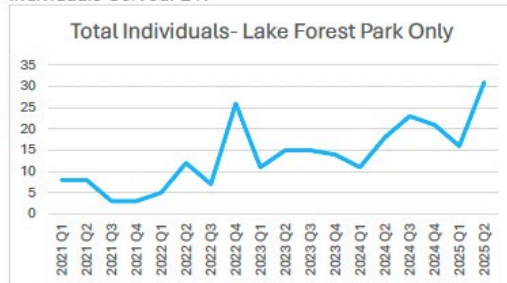
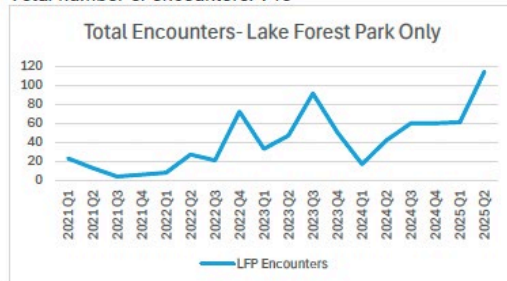
Other:

- A youth driving a go-kart. Parent picked up youth and the go-kart.

Executive:

Regional Crisis Response Agency (RCR)

At the September RCR Executive Board meeting, detailed service level data was provided for each city. The graphs below represent time spent on encounters in LFP, total individuals served, and total encounters. Currently, RCR staff are located in LFP 30 hours per week. During Q2 2025 RCR staff engaged roughly 32 individuals, totaling in approximately 120 encounters. Those encounters required approximately 60 hours of staff time (an individual may have only one encounter with RCR staff, or multiple encounters as needed).

Longitudinal Service Data City Summary: Lake Forest Park*Average Crisis Responder Time by Staffing Schedule: 30**Encounter Hours: 426**Average Weekly Encounter Hours (full date range, January 1, 2021- June 30, 2025): 2**Average Weekly Encounter Hours (July 1, 2024- June 30, 2025): 8**Individuals Served: 247**Total number of encounters: 749***Burke Gilman Trail improvements**

Beginning around mid-September, King County Department of Natural Resources and Parks will be making improvements to the Burke Gilman Trail through Lake Forest Park, including:

- ADA detectable warning surfaces at all trail and roadway crossings
- LED yield signs on trail path at NE 165th Street, near the Sheridan Beach Club
- Bollard removals within trail clear zone
- Extended fencing to direct trail traffic at intersections
- Updated pavement markings and signage at crossing approaches

The public will be notified of this work once King County sets the exact dates, the work is anticipated to be approximately 4 weeks in duration and will result in partial closures at intersections, and a full closure at Beach Drive. Below is the approved detour map.

BURKE GILMAN TRAIL ASSET IMPROVEMENTS IN LAKE FOREST PARK

PROPOSED TRAIL DETOUR ROUTE AT BEACH DR

MARCH 27, 2025

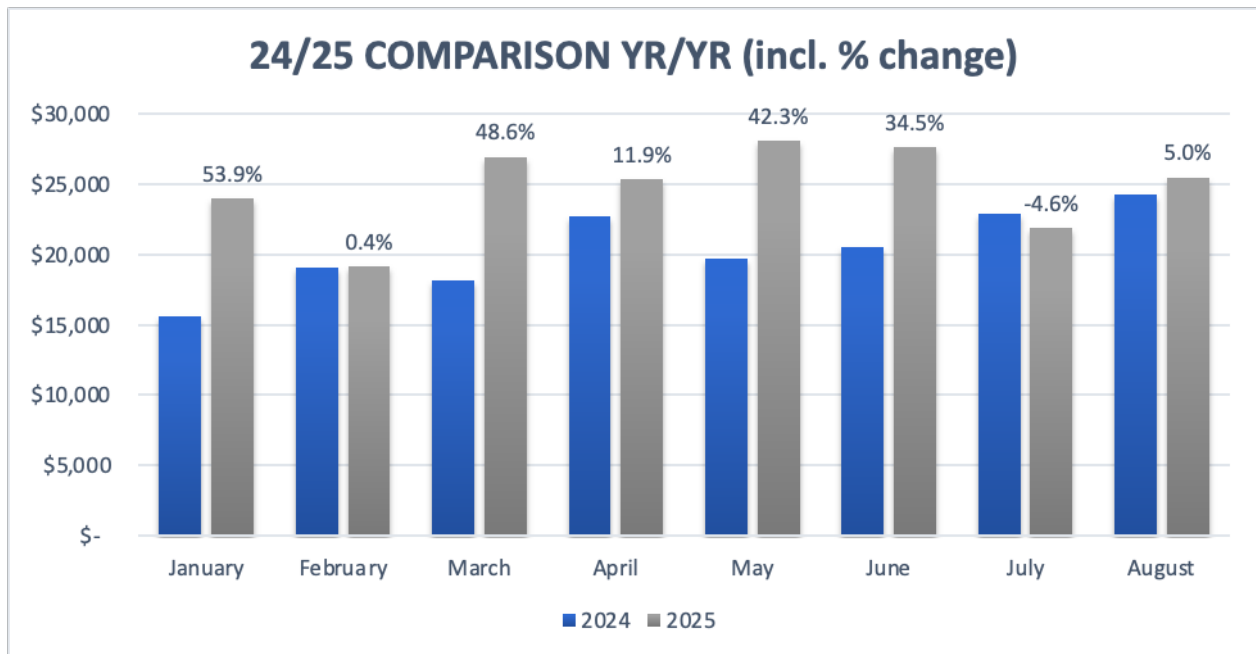


II. Internal City Information

Municipal Services

Passport Services

In August 2025, agents processed 526 passport applications and took 354 photos, resulting in a total revenue of \$25,490. In comparison, August 2024 saw agents process 503 passport applications and take 333 pictures for a total revenue of \$24,765.



Human Resources:

Staffing Updates/New Hires:

- Police Officer **Chase Holmes** started on Mon., September 1.
- On Tues., Sept. 2, **Sam Kull** joined the Community Development Department as the City's new Urban Forest Planner. Sam earned his Bachelor's degree in History and a minor in Environmental & Sustainability Studies. Most recently, he worked at PSE as their Regional Arborist/Project Manager. He looks forward to helping implement the City's tree regulations, contribute to the Urban Forest Management Plan, and engage with residents to build support for a thriving tree canopy.
- Also on Tues., Sept. 2, **Stephanie Rodriguez** began her role as Court Clerk with the Municipal Court. A local graduate, Stephanie worked at Northshore Utility District (NUD) for the last 3 years as an Administrative Assistant. Fluent in Spanish, Stephanie brings with her a strong focus in customer service.

- New Maintenance Worker **Omar Silva** joined the Public Works department on Wed., Sept. 3. Omar spent the last 20 years working for Seattle Public Schools where he started as a Foreman and worked his way up to Interim General Foreman. He recently obtained his CDL Class A license and is bilingual in Spanish and English.
- On Thurs., Sept 4, **Mike Read** started as the City's new Senior Project Manager. Mike brings with him 37 years of transportation planning and engineering experience. For the past 25 years, he worked as Principal Engineer for a transportation engineering and design consulting firm he founded. Mike is excited about the opportunity to work in the Lake Forest Park community as part of the public sector.
- Last month HR temp **Christine Bray** began supporting HR. Christine is working on a number of projects and supporting recruiting efforts. She has been doing an amazing job with the HR record retention project and been such a helpful and valuable "lift" to support the City's HR department.
- At the end of July **Ofc. Scott Benjamin** retired from the LFP Police Department after 3.5 years. In addition, new hire **Ofc. Cobb** accepted another job offer and left after a very short tenure.
- Internal hire, **Brandi Williams**, has been hired to fill the Permit Technician position starting Mon., Sept. 8. Brandi has worked for the City as a Seasonal Maintenance Worker the past two summers. She has her Bachelor's in Urban Studies & Community Development and a minor in Visual Arts from Boise State University. Currently, Brandi is working on earning her GIS certificate through the University of Washington.
- **Sgt. Maurice "Red" Parrish** retired on August 31 from the LFP Police Department after 27 years of service in the department and 30 years of service in law enforcement.
- The Public Works Superintendent position remains open as recruitment efforts continue. In addition, we are recruiting up to two Seasonal Maintenance Workers to support operational demands for the remainder of the year.

Upcoming benefit open enrollment:

- Work has begun to start planning for employees' open enrollment period. This year, instead of a one-day benefits fair, HR Director Moore is facilitating a benefits month in October, where educational sessions will be available for staff to attend and learn more about specific their benefit offerings.

III. Council Information

Community Development Department

Climate Element amendment to the Comprehensive Plan

The Draft Climate Element developed by the Climate Policy Advisory Team (CPAT) was received and reviewed by the Planning Commission at their regular meeting in August, after the online public comment version closed on August 11. The Commission will further discuss the draft document at their regular meeting in September. A noticed public hearing could be held at their regular meeting in October, followed by a formal recommendation to City Council. The

mid to late October meetings of City Council would then be a start of at least four meetings/touches: introduction by the Community Development Director; full presentation by Cascadia, review and discussion; noticed public hearing; and anticipated action. The climate planning grant is already fully reimbursed by the WA State Department of Commerce and the grant agreement is closed. The Cascadia consulting services contract runs through December 2025. This climate planning effort will be completed in 2025 to enable the next round of docketing amendments to the Comprehensive Plan, primarily for housing and transportation policy items and implementation measures.

IV. Response to Citizen and Council Comments

V. Contract Reporting

AG-25-035: King County Automated Fingerprint Identification System (AFIS) (KCRA)

VI. Legislative Update

VII. Community Events

Upcoming Events
in
Lake Forest Park

2025

Picnic in the Park!
Saturday, Sept 6 | 11 AM – 3 PM
Pfingst Animal Acres Park

Sept 6

EVENT PAGE

Enjoy live music, kids' activities, food trucks, a petting zoo, big rigs, and more – fun for all ages!

LFP's Yard Sale Day
Saturday, Sept 13 | 9 AM – 3 PM
All Over Lake Forest Park

Sept 13

EVENT PAGE

Get ready to buy, sell, and explore at LFP's city-wide Yard Sale Day – host your own sale or hunt for bargains across the neighborhood!

25th Birthday Party
at the Commons

Sept 27

Paws in the Park

Oct 18

Halloween
at the Commons

Oct 31

Stay tuned for more event details!

www.CityofLFP.gov

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City of Lake Forest Park

VIII. Upcoming City Sponsored Events

IX. Meetings Calendar

[North King County Coalition on Homelessness](#)

September 18, 2025, 1:00 PM - 2:30 PM

[More Details](#)

[City Council Budget & Finance Committee Meeting \(hybrid meeting\)](#)

September 18, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

City Council Committee of the Whole Meeting (hybrid meeting)

September 22, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

Parks and Recreation Advisory Board Meeting (hybrid meeting)

September 23, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

City Council Regular Meeting (hybrid meeting)

September 25, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)