

City Administrator Report

City of Lake Forest Park

Date: June 22, 2023

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

CC: Honorable Mayor Jeff Johnson
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 officers approached an individual who had established a tent in close proximity to the Starbucks Drive-Thru. The person in question was directed to seek assistance from the Mobile Crisis team, and Starbucks requested that the individual be removed from their property due to trespassing.

Police officers were sent to respond to a disturbance caused by a male individual at Rite Aid. The subject was observed aggressively confronting shoppers and shouting at them. Mall security requested the assistance of the police in issuing a trespass letter. Once the trespass letter was issued, the subject directed his anger towards the officers while leaving the premises, shouting at them.

A customer of ARCO contacted the police department to report an employee who was allegedly yelling at an individual and exhibiting racist behavior. Upon arrival, officers spoke with the employee involved, who explained that he was indeed raising his voice at a transient individual who repeatedly urinates in the business closet instead of using the restroom. The person who made the report expressed dissatisfaction with the employee's behavior, but it appeared to stem from personal bias rather than the employee's actions. The officers advised the employee to notify the police if the subject returns, and they expressed willingness to issue a trespass order if desired.

Police officers were dispatched to a report of a male individual causing a disturbance and yelling outside of a Subway restaurant. Upon investigation, it was determined that this was the same person who had been repeatedly harassing firefighters at nearby fire stations. It was also noted that the individual is known to have mental health issues. However, by the time the police arrived at the scene, the subject had already left the area.

Police officers were sent to respond to a situation involving an individual on the property of the reporting party. The subject was observed lying on a blanket and using a small glass pipe to smoke an unidentified substance. The individual then covered themselves with a blue tarp and seemed to be preparing to sleep. Upon locating the subject, it became evident that they were visibly under the influence of narcotics. The officers instructed the subject to leave the property and return to Seattle, warning them that they would be arrested if they came back to the property.

Police officers were dispatched to respond to an incident involving a male individual who was using narcotics inside his vehicle in front of Mod Pizza. However, the subject had already departed in his vehicle prior to the arrival of the police.

Mall security approached three individuals who had filled three shopping carts with items while inside Ross. Upon being confronted by security and store employees, the subjects chose to leave the area either to purchase the items or to exit the premises.

An officer noticed an individual who was passed out in a bus stop shelter located at 153rd and SR522. The presence of evident drug paraphernalia was observed around the subject. At the individual's request, they were provided with a courtesy ride to Northgate Park and Ride.

Officers were dispatched to a "hound dog" excessively barking. Officers located said hound dog who refused to comply with orders to stop and fled into Kenmore, still barking. Officers later discovered the same "hound dog" running on the shoulder of SR522. Officers successfully took the "hound dog" into custody and returned him to his owner. "Hound dog" was warned for excessive barking during quiet hours (LFPMC).

A caller notified the police about a subject who was screaming and causing destruction in the bus shelter situated at 165th and SR522. However, despite their efforts, the officers were unable to locate the individual in question.

Puget Sound Emergency Radio Network (PSERN)

In 2016, King County, Washington implemented the Puget Sound Emergency Radio Network (PSERN), a voter-approved emergency radio system. Its purpose was to facilitate dispatching and communication among fire, law enforcement, and various agencies.

This week, our Police Department has **finally** acquired the much-anticipated new radios! This valuable resource has been long-awaited and is a crucial addition to our operations. After several years of relying on a limited pool of only 8 radios, each patrol officer now possesses their own assigned radio, like they used to. Additionally, all our patrol vehicles have been equipped with the new radios. This development is met with great enthusiasm!



The switch to the digital system should occur later in the year. We are also in the final steps of getting the BDA (Amplifier) for City Hall so that the radios work inside the building.

Photos and Health/Wellness Training Day



On June 8, the entire staff of the police department, along with their spouses, participated in a Health and Wellness training session. The training focused on the topics of trauma and resiliency. It featured insightful presentations such as "Understanding PTSD/PTSI and How it Affects us all" by Matt Quackenbush, LCSW, and "You Are Never Alone" - a Personal Story of Survival, Courage, and Vulnerability shared by Officer Jared Nesary from Yakima PD (Ret.).

During the training, the police department also organized a photoshoot for staff portraits and a group picture. The event was made possible through the sponsorship of the North Sound Police Foundation, and the Mill Creek PD joined as our partner for the day. It was a meaningful and engaging day of learning and camaraderie.



Mayor Johnson made an appearance and addressed the police department staff, delivering a heartfelt speech filled with words of encouragement and support.

II. Internal City Information

Passport Services

During May, we processed 272 passports with 152 photos for a total revenue of \$12,560. By comparison, in May 2022, there was a revenue of \$13,074. In May 2022, we processed 278 applications but 209 photos which probably accounts for the higher amount.

Month	Passport Revenue	Photo Revenue	Total
May	\$9,520	\$3,040	\$12,560

Records Requests

For May, there were 17 police department record requests made, along with 18 public records requests made. The staff has spent over 45 hours on records requests.

III. Council Information

Update from the Climate Action Committee

The Committee is continuing to work on the Climate Action Plan. One of our members is reviewing the document and trying to bring it into a consistent format. We anticipate hiring a consultant then to review the final product.

Committee members are working on outreach at various summer events.

This summer the committee is planning to collaborate with the cities of Shoreline and Kenmore to provide quick, easy and collaborative climate education. We are testing the strategy of working collaboratively on implementation with other northend cities. A subcommittee has met and developed a preliminary plan. At this point to have three educational events one in Shoreline one in Kenmore and one in Lake Forest Park. Each event will be advertised to all three cities.

The details are still being worked out. Generally, the proposal is to have one event in each city, develop a common advertising format for social media, press releases and posters advertise it to all the cities. The rough plan is in July Shoreline will do a presentation on heat pumps, in August Lake Forest Park will do a presentation on gas stoves and induction cook tops and in September Kenmore is planning a presentation on solar installations.

At each event there will be information about the federal rebates and the city Climate Action Plan with opportunities to join the committee newsletter.

IV. Response to Citizen and Council Comments

V. Contract Reporting

One contract was administratively approved during the reporting period: AG-23-027, Outcomes by Levy, LLC, for Agreement for Governmental Affairs Services / Submittal of a Grant Application to the WA State Department of Commerce, in collaboration with King County, for a significant share of a \$69 million statewide allocation of funds for Electric Vehicle (EV) infrastructure needs.

VI. Legislative Update

VII. Community Events





CITY OF KENMORE AND LAKE FOREST PARK

MINI RECYCLING COLLECTION EVENT

NORTHLAKE LUTHERAN CHURCH
6620 NE 185th Street - Kenmore, WA 98028



Acknowledgments: City of Kenmore and Lake Forest Park, Northlake Lutheran Church, the King County Solid Waste Division, the Hazardous Waste Management Program in King County, the WA State Department of Ecology, PaintCare, the E-Cycle Washington Program.

CITY OF KENMORE AND LAKE FOREST PARK
MINI RECYCLING COLLECTION EVENT
FRIDAY, JUNE 16, 2023 - 9 AM - NOON
No vehicles may enter after noon.
THE CITIES WILL PROVIDE FOR THE COLLECTION OF:

- OIL AND LATEX BASED PAINT: Interior and exterior architectural paints: latex, acrylic, water-based, alkyd, oil-based, and enamel paint. Shellac, lacquers, and varnishes. Primers, sealers, and stains. All products must be in original container, with original label, and in liquid form. Cans do not need to be full. Limit: 100 gallons per vehicle. No spray paint.
- TELEVISION SETS/COMPUTER EQUIPMENT: Televisions, computer CPUs, laptops, monitors, tablets, E-readers, and portable DVD players. *Please note that computer peripherals such as keyboards, mice, printers, and fax machines are not included in this program.*
- CONFIDENTIAL DOCUMENT SHREDDING: Shredding and recycling of confidential paper materials. Limit 4 file-size boxes. No exceptions.





This is a joint event with the City of Kenmore and the City of Lake Forest Park.

We reserve the right to refuse oversized, commercial, contaminated, excessive or unacceptable loads.

The Cities of Lake Forest Park and Kenmore are partnered for a combined Mini Recycling Collection Event, Friday June 16, 2023, at Northlake Lutheran Church.

VIII. Upcoming City Sponsored Events

Concert in the Park - Pfingst Animal Acres Park!

The City of Lake Forest Park and ShoreLake Arts are partnering for a Concert in the Park on June 28th! Head to Pfingst Animal Acres Park Wednesday, June 28th at 6:30 p.m. to enjoy a performance by Jaeden Luke! Concerts in the parks are free, no tickets needed! Bring seating for the lawn or a blanket for an evening picnic and enjoy the show!

<https://www.shorelakearts.org/concerts-in-the-park>

IX. Meetings Calendar

I. Meetings Calendar

[Parks and Recreation Advisory Board Meeting \(hybrid meeting\)](#)

June 27, 2023, 7:00 PM @ City Hall and via Zoom

[Tree Board Meeting \(Hybrid\)](#)

July 5, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom

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

July 11, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[North King County Coalition on Homelessness](#)

July 13, 2023, 1:00 PM - 2:30 PM

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

July 13, 2023, 6:00 PM - 7:00 PM @ City Hall and via Zoom

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

July 13, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom