

City Administrator Report

City of Lake Forest Park

Date: June 27, 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

Officers responded to a welfare check call. A female subject was walking on the bus lane (she almost got hit by several vehicles), she was speaking to herself, twitching her arms and moving her head around. Officers were able to convince her to walk on the sidewalk.

Officers responded to an unusual one-vehicle traffic accident where a large truck was on its side. The driver told the officers that he was dumping a large load of wood chips (his vehicle was at a slight angle on a steep hill) when the truck tipped over onto its side. No injuries but the driver was extremely embarrassed.

Officers found a subject on a scooter showing possible signs of being under the influence of drugs or alcohol. He refused assistance and left towards Seattle.

Several attempted theft incidents at local stores (Albertsons, Ross, Rite Aid, etc.) where the thieves changed their minds when they saw the officers. On several occasions they decided to leave their shopping carts full of merchandise inside the stores.

Officers responded to a burglary at the CBI Constantine Builders (37th Ave NE). The suspect(s) used force to enter the premises, but it appeared that nothing was missing.

Officers responded to a welfare check where a 73-year-old male with dementia left his residence on foot and was now missing. Officers found him at the bus stop, but he didn't want to go back home. The subject was transported to the Hospital for evaluation.

A few citizens called 911 stating that a semi-naked subject, possibly under the influence of narcotics and/or alcohol, was on the ground in front of the Kidney Center. He was issued a trespass warning from the Kidney Center and stated that he was just hot.

A DUI driver, who was driving at a high rate of speed on the 18400 block of Ballinger Way NE, lost control of his vehicle and hit—and almost severed—a Seattle City Light pole. The driver was arrested, and Seattle City Light sent a maintenance crew for evaluation.

A mentally ill person (missing person with disabilities out of Seattle) created “some sort of disturbance” at the 16000 block of Bothell Way NE. He drove to somebody's house, parked on their driveway, and stated that the house belonged to his grandfather that had passed away. Patrol officers talked to him and provided resources.

Officers on proactive patrol recognized a person of interest from a domestic violence incident that had occurred early in the day in Shoreline. The subject was detained, and Shoreline deputies arrived and took over the investigation.

At approx. 4:00 am, one of our night shift officers noticed a vehicle going northbound on Bothell Way NE with no lights. The officer initiated a traffic stop and realized that the driver was under the influence of alcohol. The DUI investigation was more challenging than usual due to the fact that the driver spoke only Spanish and did not have any kind of valid ID.

24 Hour Traffic Safety Cameras Along NE 178th Street

Effective June 3, 2024, the school zone cameras at Brookside Elementary along NE 178th Street converted to speed cameras operating 24 hours a day. School zone times will continue to issue tickets for speeding over 20 mph, while outside of school zone times the cameras will enforce the posted 25 mph speed limit.

This decision was made to enhance the safety of our community, particularly for our children, pedestrians, and drivers. There is a 30-day warning period from June 3 to July 2, during which warnings will be issued to drivers who exceed the posted speed limits. This grace period is intended to give drivers ample time to adjust to the new enforcement policy.

Starting July 3, 2024, tickets will be issued to drivers who exceed the speed limit in this zone. Residents and visitors are urged to adhere to the posted speed limits to ensure the safety of everyone in our community.

Officers have already processed thousands of speed infractions and sent out warnings to the violators. As the system and processing improve, the data will be reviewed to determine if the city police staff have the resources to manage ticket processing effectively.

II. Internal City Information

III. Council Information

Community Development Department

A. Public Open House for Comprehensive Plan Periodic Update

The City of Lake Forest Park's decennial Comprehensive Plan periodic update is well under way, now into its second year. The active update effort is required by state law to address recent legislative changes, new King County [Countywide Planning Policies](#) (CPPs), and the Puget Sound Regional Council's (PSRC) [VISION 2050](#). Collectively, there are new requirements and policies that change the ways we plan for housing, address the needs of vulnerable residents, and incorporate climate planning. As a member of the Lake Forest Park community, we value your insight and ideas about the city. The city is holding a public open house to be hosted by the City's Planning Commission and held at Third Place Commons from **4pm to 7pm on Tuesday, July 16, 2024**. The open house is an informal setting to learn about the update, ask questions, and give feedback to the Commissioners as a check in at this point in the process. The Commission has reviewed the existing goals and policies in the adopted 2015 Comprehensive Plan and made draft amendments to each element. Before the Commission holds a noticed public hearing and makes a recommendation to the City Council, the open house is an opportunity to update and check in with the community on this important effort.

B. Community Survey - The community survey for the 2024 periodic update of the Comprehensive Plan was available from March 27 to its closing at end of day Wednesday, April 17. SCJ Alliance will finalize the data and create a summary report for complete release the week of June 24. The survey opportunity was publicly noticed with wide distribution, including a city-wide postcard mailing. A total of 932 people participated in the survey. Community members were highly encouraged to participate and indicate what does or does not reflect their impressions of Lake Forest Park and hopes for the city's future. The participation, insight, and ideas about the city from the Lake Forest Park community are highly valued and respected. The winner of the gift card award (\$500 gift card to Local 104 for dining) was selected via a random number generator at the regular meeting of the Planning Commission on May 14 and was hugely appreciative of the thoughtful gift to a local establishment. A big "Thank you!" to all who participated.

C. Comprehensive Plan Periodic Update - The periodic update effort continues with the Economic Development Element and the Parks, Trails, & Open Space Element in focus with the

Planning Commission for June. Additionally in June, amendment recommendations from the Tree Board and the Parks & Recreation Advisory Board will be finalized and forwarded to the Planning Commission for inclusion. The numerous added special meetings of the Planning Commission concluded on Thursday, June 6 and each proved effective on focusing the discussion with consultant SCJ Alliance during the regular meetings that follow. The Commission was briefed on remaining public participation program items, including an open house and a public hearing, before a recommendation is made on the amendments to the City Council this Summer. The Commission will next discuss the opportunity and availability for an open house to be held in July for feedback on the draft, followed by a final draft document, a public hearing and a recommendation to forward to City Council.

Police In-Service Training

This month, officers completed their 2nd Quarter In-Service Training at Shoreline Fire Station 51. This comprehensive training included sessions on Defensive Tactics, Force on Force, Critical Lifesaving Skills, and De-Escalation training. The training involved various physical movements such as fast walking, transitioning between positions, and practicing kneeling and prone stances. First Aid and Tactical Medical response was integrated into the training sessions. Participants also engaged in scenarios simulating work around vehicle components and continued their education on pain compliance techniques.



IV. Response to Citizen and Council Comments

V. Contract Reporting

No new contracts to report.

VI. Legislative Update

VII. Community Events

VIII. Upcoming City Sponsored Events

IX. Meetings Calendar

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

July 2, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

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

July 3, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

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

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

[More Details](#)

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

July 11, 2024, 6:00 PM - 7:00 PM City Hall and via Zoom

[More Details](#)

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

July 11, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

[North King County Coalition on Homelessness](#)

July 18, 2024, 1:00 PM - 2:30 PM

[More Details](#)

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

July 18, 2024, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

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

July 22, 2024, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

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

July 23, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

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

July 25, 2024, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)