

# City Administrator Report

## City of Lake Forest Park

Date: June 8, 2023

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

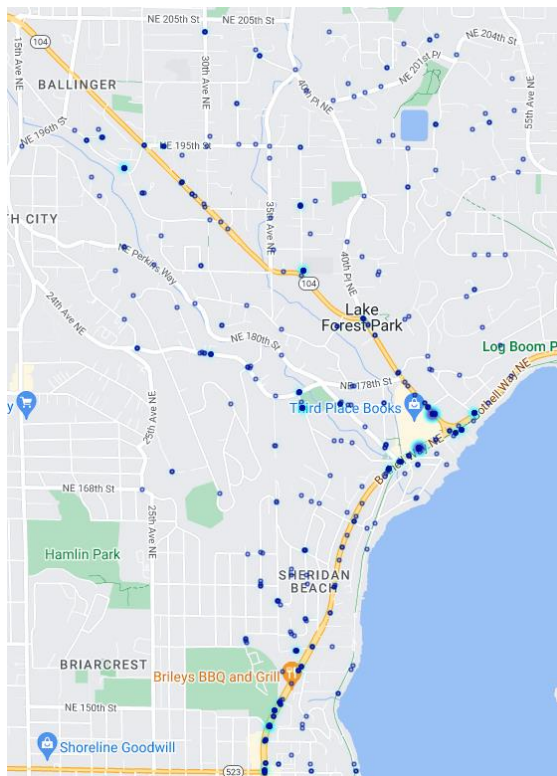
CC: Honorable Mayor Jeff Johnson  
Leadership Team

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 incidents heatmap for

**May 2023:**

Each blue dot is an incident generated by dispatch or an officer. This map represents **903** incidents in **May**.

Type	Calls
Suspicious Circumstances	75
Theft	25
Warrant LFP	24
Welfare Check	17
Traffic Accident	16
Parking	14
Alarm	13
911	10
Disturbance	9
Animal	9
Juvenile	7

**Notable Incidents**

Officers responded to a subject yelling at a homeowner, demanding to “get through” the property. Officers located the subject who had apparent mental health issues. The subject left the area after boarding a metro bus. The homeowner later located two bottles of tequila with security tags still attached hidden in their bushes. The tequila was later returned to Rite Aid where it had been stolen from.

Officers contacted a subject who had stolen liquor from Albertsons. The subject had multiple warrants for their arrest. The subject was cited for theft and booked into jail on their warrants.

Officers were dispatched to a subject walking on the Burke Gilman Trail who was described as having a “significant” head wound. Officers located the subject who declined aid. The subject left the area on foot.

While officers were conducting a business check at Albertsons, a subject who had previously been trespassed from the entire mall, stole several items. Officers arrested and booked the suspect into jail.

Officers responded to a 13-year-old with mental emotional issues who had assaulted a parent and was “trashing” the home. Officers were able to facilitate the juveniles’ transport to Children’s hospital for care.

A victim reported having their vehicle stolen from in front of their house. The vehicle contained a handgun at the time of the theft. The vehicle was later recovered in Shoreline with a flat tire. The handgun was not recovered.

Officers responded to a Robbery at Chevron. Two subjects robbed the clerk at gun point. A K9 track was unsuccessful. Several robberies committed by these same subjects were reported in 5 other cities. This investigation is ongoing.

Ofc. Wieghat (with Recruit Ofc. Gouin riding along) responded to the area of 22<sup>nd</sup> Avenue NE and Lago Place NE for what was initially reported as a group of juveniles causing mischief and setting off fireworks. The officers located a group of juvenile boys in the field of the former Cedarbrook School and spoke with them. The boys admitted to shenanigans and doing some ding-dong ditching (no fireworks) but what could have been a negative experience for them became a positive one due to Ofc. Wieghat’s professional and positive experience with the kids, talking and joking with them when contacted. In the end, the boys wanted to take a fun group photo. It was also an opportunity for Recruit Ofc. Gouin experience community focused policing with juveniles. In the end, it was lighthearted and positive for the boys as well as the officers. Kudos to Ofc. Wieghat for his community oriented and positive approach!

## **NEMCo**

NEMCo is wrapping up its second CERT Basic class for year on Saturday June 10. This class has a current enrollment of 24 students, bringing the total trained for the year to just under 50, including a few teenagers who have been attending the class with their parents.

In addition to wrapping up this class, NEMCo started its summer tabling event season with the Shoreline Fire Department Open House on June 3. In preparation for this, the volunteer Community Outreach Committee has completed an exhaustive inventory of tabling materials as well as a complete redesign of all NEMCo flyers. We have also purchased a rolling toolbox and folding hand truck to help our volunteers transport tabling materials to these events more easily.

## **Sound Transit**

The Sound Transit, System Expansion Committee will be reviewing the baseline budget for the Stride BRT line at their June 8 and June 22, 2023, meetings.







## **II. Internal City Information**



During May we had four staff members participate in the Bike Month Challenge. The goal is to not only reap the benefits of the exercise involved, but to reduce our carbon footprint. Most of the miles logged were trips to city hall. Please join me in congratulating our team and giving an additional pat on the back to our Arborist Hannah Swanson, for logging 231 miles!

Although the bike month challenge has ended, you can count on this team to continue offsetting vehicle trips with their bicycles!

THE BIKE MONTH CHALLENGE 2023			
	NAME	MILES	TRIPS
1 <sup>st</sup>	<a href="#">Hannah Swanson</a>	231	20
2 <sup>nd</sup>	<a href="#">Diego Zanella</a>	85	14
3 <sup>rd</sup>	<a href="#">Phillip Hill</a>	82	11
4 <sup>th</sup>	<a href="#">Steve Bennett</a>	80	11

 **3,340** WORKPLACES  
 **20,725** RIDERS  
 **1,352** NEW RIDERS  
 **3,823,371** MILES  
 **251,651** TRIPS  
 **281,793** LB CO2

## Finance Department

The Finance Department has successfully completed the recently approved investment strategy by the Budget and Finance Committee at the March meeting. The diversification assists with the City of Lake Forest Park's long term financial resiliency and sustainability goals.

## Public Works Department

**Collective Bargaining Agreement** - The city and the Teamsters have reached an agreement for a new CBA that will cover the public works members through 2024.

**Pride Month** – The city recognizes June as Pride Month, and the pride flag will be raised for the month to show our support for the LGBT community.



**Lakefront Park** – Consultants provided proposals for the development of the Lakefront Park which the city has reviewed and selected DCG Watershed. Their proposal is on the agenda for the June 8 Council meeting.

**14727 35<sup>th</sup> Avenue NE** – The ownership of the property at 14727 35<sup>th</sup> Avenue NE has changed. This property has been an eyesore for quite some time. The city worked with the new owner to drain the excavated pit, remove the existing concrete and rebar, install proper silt fencing, chain link safety fencing, and fill in the pit. The new owner is working towards developing or finding a developer to complete the originally proposed project.



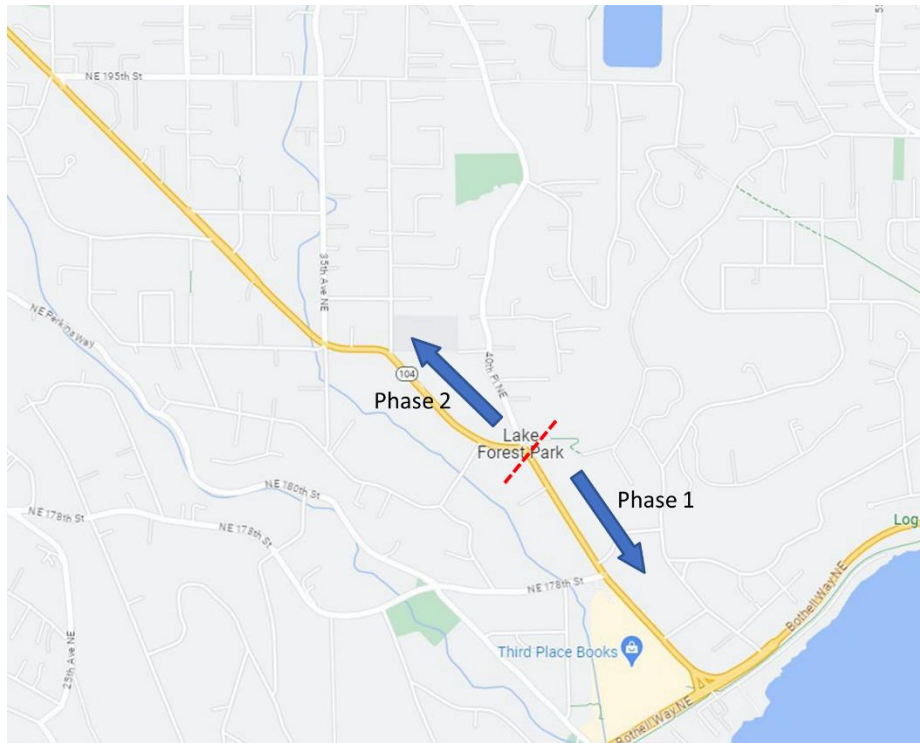
**Creek Bypass Rescue** – Our Public Works crews teamed up with the Fire Department to successfully rescue baby ducks that fell into the bypass along SR 522, between the Burke Gilman Trail and NE 170<sup>th</sup> Place.





**Ballinger Way Roadway Maintenance** - On June 5, 2023, WSDOT will begin pavement repairs on Ballinger Way NE which will include crack sealing and pothole repairs:

- The first phase of work will be crack sealing beginning on Ballinger Way at 40th Place progressing east to Bothell Way (SR 522).
- The second phase will begin on Ballinger Way at 40th Place progressing west. Once completed with this section, they will complete the lanes from 40th Ave NE in the westbound direction.
- Upon completion of the corridor's crack sealing activities, WSDOT crews will repair potholes.



**Capital Facilities** - Improvements at City Hall will continue this summer starting with two ongoing projects, and a new project:

- The installation of new carpet throughout City Hall as well as painting of many of the areas will continue. Staging of the work will be challenging with the furniture and keeping city operations working through the disruption.
- City Hall will receive a new antenna system to ensure compliance with PSERN and provide adequate coverage throughout all areas of service.

**Employment** – Public Works recently hired two seasonal workers to assist our field crews to improve our level of service with our vegetative, street, and facility maintenance needs.

Our Project Manager position remains unfilled since March 2022. We're hiring!

### III. Council Information

At the June 1, 2023, RCR Executive Board meeting, the board approved the membership for the Operations Board, anticipated in the Interlocal Agreement. The first meeting of the Operations Board will be scheduled in the near future.

<b>Name</b>	<b>Role/ Agency</b>	<b>Seat</b>
Chief Cherie Harris	Chief, Kirkland Police Department	Principal/ Police Chief
Chief Ken Seuberlich	Chief, Bothell Police Department	Principal/ Police Chief
Chief Brandon Moen	Chief, Kenmore Police Department	Principal/ Police Chief
Chief Mike Harden	Chief, Lake Forest Park Police Department	Principal/ Police Chief
Chief Kelly Park	Chief, Shoreline Police Department	Principal/ Police Chief
Bill Hamilton	Executive Director, NORCOM	Public Safety Dispatch Agency
Grace Meyers	Police Support Services Manager, Bothell Dispatch	Public Safety Dispatch Agency
Chief Matt Cowan	Chief, Shoreline Fire Department	Fire District, Regional Fire Authority or Fire Department
Chief Joe Sanford	Chief, Kirkland Fire Department	Fire District, Regional Fire Authority or Fire Department
Sarah Lopez	Vice President Implementation, Connections Health Solutions Crisis Facility	Partner Agency
Monique Gablehouse	Chief Operations Officer, Evergreen Health	Partner Agency
Beratta Gomillion	Executive Director, Center for Human Services	Partner Agency
Michelle McDaniel	Chief Executive Officer, Crisis Connections/ 988	Partner Agency

Also related to RCR, all city councils have appointed their member to the Principals Assembly, with the first meeting scheduled for June 28, 2023, at 6:00 p.m. in Kirkland.

#### **IV. Response to Citizen and Council Comments**

#### **V. Contract Reporting**

One contract was administratively approved during the reporting period: AG-23-026, King County Contract for Internet Services.

#### **VI. Legislative Update**

#### **VII. Community Events**

##### **Community Emergency Response Training (offered by NEMCo) - Session 8 of 8**

June 10, 2023, 8:00 AM - 1:00 PM @ Kenmore Fire Station 51

#### **VIII. Upcoming City Sponsored Events**

##### **Mini Recycling Collection Event with the City of Kenmore June 16, 2023!**

June 16, 2023, 9:00 AM - 12:00 PM @ Northlake Lutheran Church



**City Hall Closed (Juneteenth holiday)**

June 19, 2023, 9:00 AM - 5:00 PM

**IX. Meetings Calendar**

**Planning Commission Regular Meeting (hybrid meeting)**

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

**City Council Budget & Finance Committee Meeting (hybrid meeting)**

June 15, 2023, 6:00 PM - 7:30 PM @ City Hall and via Zoom

**City Council Regular Business Meeting (hybrid meeting)**

June 22, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom