

City Administrator Report

City of Lake Forest Park

Date: January 9, 2025

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

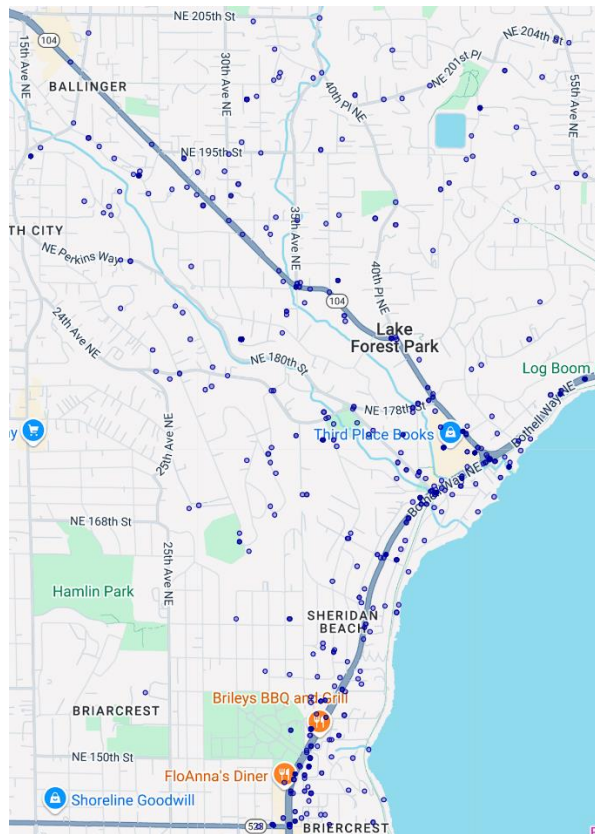
CC: Honorable Mayor Tom French
Leadership Team

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 December 2024:

Each blue dot is an incident generated by dispatch or an officer. This map represents **923** Call Incidents in **December**

Traffic General	259
Questionable Activity	68
E911	42
LFPPD Warrants	34
Contact of a Person	31
Theft	18
Alarm	17
Disturbance	16
Welfare Check	15
Traffic Collision	10
Behavioral Health	5
Fraud	5
Found Property	5
Recovered Property	5
Hit & Run	5

Case Reports Taken for December 2024

Theft	9	Adult Protective Services	2
Warrant arrest	7	Runaway	2
Vehicle prowl	5	Vehicle theft	2
Behavioral Health	3	Domestic	2
Property	3	Ordinance	1
Trespass	3	Warning, trespass	1
Fraud	3	Informational report	1
Order Violation	3	Missing person	1
Death investigation	2	Child Protective Services	1
Recovered Property	2	Sex Offense, other	1
Malicious mischief	2	Hit-and-run	1

Total – 57

Notable Incidents:

Theft

A vehicle left running in the driveway was stolen by an unknown suspect. No leads at this time.

Welfare check

A citizen called 911 regarding a driver slumped over in a parked vehicle. Language barrier and the subject didn't have a valid license. Officers spoke with the registered owner of the vehicle who confirmed that his younger brother just arrived from Tajikistan.

Theft

Mail theft. Several compromised mailboxes in the 17000 block of Hamlin Rd. NE.

Trespass

Three Native Americans stole alcohol from Albertsons and took off on a bus. PD admin spoke with the supervisor at the Sacred Medicine House.

Recovery Property

Seattle Police recovered one vehicle that was recently stolen from our city.

Theft

Officers responded to a theft in progress at Rite Aid. Three young black males went into the Rite Aid stock room and stole several bottles of alcoholic beverages. They were gone before the arrival of the officers.

Suspicious

A subject came to the PD to report that a malware/virus was sent to his computer, and he felt that he had been "electronically molested". The officers believed that the subject probably had a behavioral health issue. Additionally, the "crime" occurred in Shoreline.

Malicious Mischief

A suspect tried to unlock a vehicle and broke the car lock.

Juvenile problem

16 years old female upset with her parents regarding her vehicle. She didn't want to stay with the parents. Patrol officers responded and they were able to contact her uncle who stated he could take her to his residence until the situation with the parents was resolved.

Juvenile problem

Four juveniles in Horizon View Park at 2:30 in the morning. Patrol officers responded and located the juveniles. They were released to the parents.

Contact of a Person

Officers contacted a transient who was visibly on drugs. He did not want assistance or services. He admitted of using fentanyl in the last couple of hours.

Contact of a Person

Officers contacted a transient (different one from above) who was soliciting money in front of the mall. He was warned about his behavior. The officers offered him services, but he declined.

Disturbance

Officers were called at the Albertsons store regarding a subject yelling at employees. He was warned about the behavior and asked to leave the premises.

Harassment

A subject, who has problems with her ex-boyfriend, wanted to have an anti-harassment order done. Officers explained the process.

Disturbance

A behavioral health incident involving known family members. RCR has a file on the family. On-scene officers were able to de-escalate the incident.

Assist

A citizen asked our officers to contact CPS regarding a crime that had occurred in King County. RP stated that KCSO did not want to help. Officer Benson contacted CPS and was informed that they will call the reporting party and start a case. The RP was extremely happy about our department taking care of the issue and extremely irate with KCSO.

Missing Juvenile

Officers responded to a missing juvenile case. A family member of a well-known family stated that one of the children left without permission. At first, the family didn't want to report him as missing/runaway juvenile, but they changed their mind as the investigation was progressing. Eventually the kid went back home.

Juvenile runaway

Officers responded to a juvenile runaway report in the north end of the city. It was determined that a 17-year-old female with suicidal ideations has run away from her family home overnight and was refusing to come back home. Through family members, the runaway was located at an unapproved residence in NW Seattle. Officers went to the Seattle address, picked up the juvenile, and brought the juvenile back home. A RCR was called to facilitate the reunion between the juvenile and her family members.

Fraud

Officers responded to a prescription fraud at the Rite Aid pharmacy. The pharmacist advised that she had received a known fraudulent prescription for Oxycodone from a subject and it was expected that the person would come back to pick up the prescription. When the suspect came back, he was arrested for prescription fraud.

Disturbance

Altercation between two friends. Officers responded but the RP did not want to provide specific information. No evident signs of a physical fight were found at the residence.

Hit & Run

A vehicle hit a pedestrian and left. No major injuries. Patrol was able to find the suspect. The suspect came to the station and provided a statement. Investigation in progress.

Welfare check

A citizen called the police because there was an elderly person in a wheelchair slumping over his shoulder in the Third Place Bookstore. Patrol officers responded and spoke with the subject, who stated that he was fine and didn't need any assistance.

Hit & Run

Hit & run where the victim was able to take a picture of the suspect's vehicle. The investigation is in progress.

Suicidal subject

A person made self-harming statements to a friend. Officers responded. He was transported to Swedish in Edmonds.

Attempted theft

Officers were called by Ross' manager regarding to female subjects who appeared to act suspiciously trying to conceal items. The two subjects, clearly on drugs, decided not to steal when they saw the officers and left without buying anything.

Disturbance

Female clearly under the influence of drugs or alcohol in Ross acting belligerent. She left when the officers arrived.

Suspicious

Officers contacted two females behind the town center at 2:00 o'clock in the morning. They met the criteria to stay at Connections in Kirkland. After been transported to the facility, they decided not to go through the intake process. They were released at the scene.

Suspicious

Officers contacted a female subject at 2:00am sleeping in her vehicle in front of Zakks Smoke and Vape. Officers offered resources but she declined.

Juvenile problem

Group of teens egged a residence (Beach Dr NE). Patrol officers found the juveniles and sent them back to the residence to clean up.

Disturbance

Officers responded to multiple calls regarding a homeless (a large male who was yelling) who was creating problems in town. Unable to provide services. Eventually he left town.

Suspicious

Officers were called because somebody had left a dead rat in the RP's mailbox with a note that says, "I respectfully disagree".

Violation of Order

A well-known offender was arrested again. This time for violating a court order.

Prowler

A citizen called the police because somebody was looking inside the neighbor's window with a flashlight. Patrol responded but the prowler was already gone.

Contact of a Person

Officers contacted a transient old female. Officers provided services, hot coffee and snacks. She was offered and connected with resources.

Disturbance

Albertsons' manager called the police because a female subject had decided to lay on the floor and scream at customers for almost an hour. She was trespassed.

Suspicious death

Suspicious attempted suicide. The investigation is in progress.

Theft/drugs

Officers responded to Albertsons regarding a female subject who smoked narcotics inside the store, stole a sandwich and a soda and left. Patrol was unable to find her.

Missing adult

79 years old male with Alzheimer left the house by himself. Patrol conducted an area check. Kenmore PD and Shoreline PD were also advised. Officers created a BOLO and entered the subject as missing person.

Suspicious death

Elderly male found burned to death in his residence. The investigation is in progress, but it appears that it was an accident.

Flooding

Officers spent hours doing traffic control at 35th and Ballinger Way for flooding that occurred on two different days. Public Works, DOT and officers cleared the scene after the flooding recovered.



Shop with a Cop



🌟🌟 10th Annual Shop with a Cop Success! 🌟🌟

Last Saturday, we celebrated our 10th Annual Shop with a Cop event, and it was a heartwarming success! We had the honor of serving 11 Lake Forest Park families, bringing smiles, joy, and holiday cheer to our community.

The fun took place at Target in Woodinville, where we teamed up with our amazing partners from Woodinville PD, King County Sheriff's Office, and neighboring agencies including Redmond PD, Bothell PD, and Washington State Patrol. Together, we helped families pick out gifts and provided food boxes to make this holiday season extra special.

A huge shoutout to the Lake Forest Park Rotary, our generous and gracious sponsor, and to the many Rotarians who joined us as volunteers. Thank you to everyone who participated and helped create unforgettable memories for these families. This event is what the spirit of the season is all about! 💙

Public Works**December 17/18 Storm Event**

- 1) Tree down in the 2500 block of NE 178th Street – caused a power outage to about 1K of people. Being resolved by City Light right now.
- 2) Water over the roadway on SR 104 – Just north of 35th. McAleer Creek backed up on the north side of the culvert that runs underneath SR 104 due to tree debris blocking the culvert. This caused the creek water to overflow and cover all of SR 104, up to a depth of nearly a foot in places. The adjacent Whizz Kids preschool may have interior water damage but that is unknown at this time. Ofc. Robles wisely decided to close the roadway and call out PW. The highway was closed for a period of time until the water receded and was reopened by 0530. The PW supervisor came to the scene and I briefed him of the issue so he may have to do an emergency road closure later to clear out blocking debris.
- 3) PW crew did a great job throughout event with emergency response phase followed by supporting WSDOT working on clean up. PW & Community Development will be following up with WSDOT, and will be monitoring to identify if there will be more issues in this area with future rain and storm events.



I came in at 0445 to assist night shift as they were at minimum staffing and dealing with the road closure.

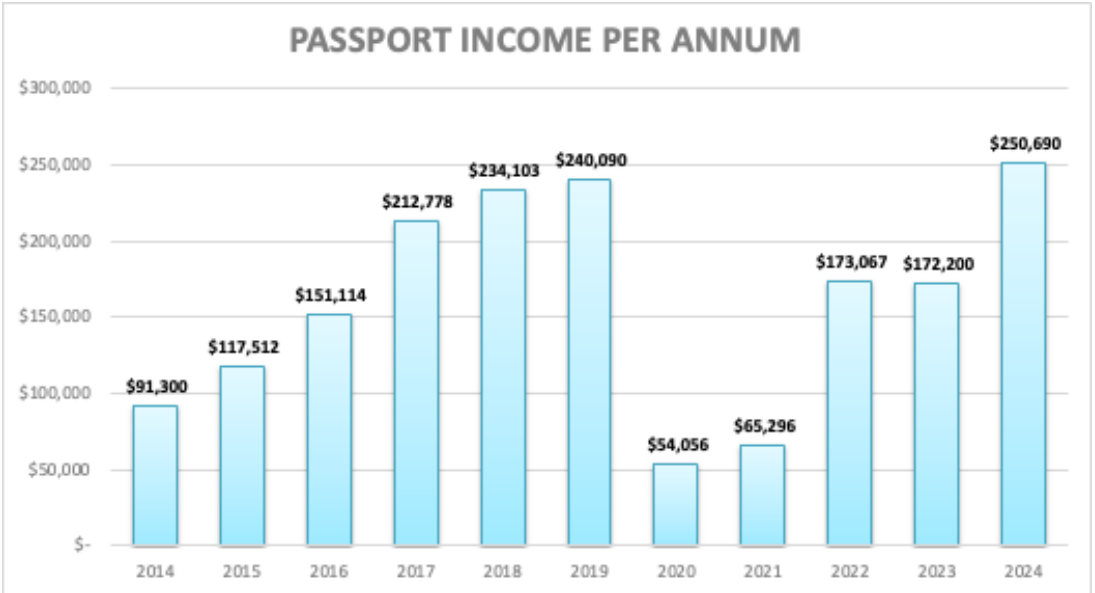
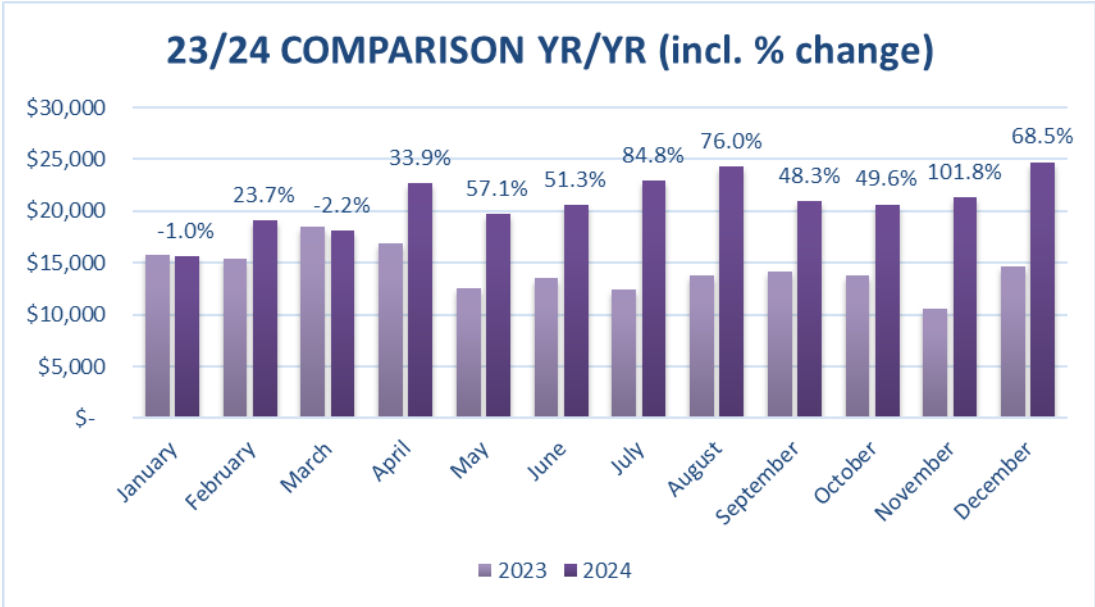
On Monday December 16, Public Works responded to a tree leaning over the road at 19320 47 PL NE. This tree was impacted by the bomb cyclone and due to nearby powerlines could not be cleared by the city's tree contractor. Public Works closed the road and worked with Seattle City Light as their crews removed the tree.



II. Internal City Information

Municipal Services

At the end of 2024, we processed 5,231 passports with 3,396 photos, earning a total revenue of \$250,690. By comparison, in 2023, the total revenue was \$172,200, an increase of \$78,490. Last year was the best year for passport revenue, and 2025 will beat it.



Community Development Department

Comprehensive Plan Periodic Update

The community's periodic update effort for the 2024 Comprehensive Plan Update concluded with the Council's local adoption of a replacement Comprehensive Plan (2015 prior) on December 12, 2024. The 2024 update effort was an intensive, two-year public process, as required under the Growth Management Act (GMA). The Periodic Update was due by December 31, 2024 pursuant to the GMA. The City's Community Development Department staff is now actively working on closing items and actions, including: the city's website and records; publishing, printing, and distribution of copies; WA State Dept. of Commerce review closure; PSRC certification of transportation elements and policies; King County CPPs and their Affordable Housing Commission review; and other steps as needed.

Work on amending the city's newly adopted Comprehensive Plan will continue throughout 2025 with a voluntary annual docketing effort, primarily involving a mandated stand-alone climate element (GMA mandated due for LFP by 2029 but brought forward to 2025 to take advantage of a \$500k grant awarded to the city by the WA State Department of Commerce). One voluntary annual docketing amendment is allowed per year under the State regulations and all the anticipated 2025 LFP amendments will be grouped into this one permissible effort. An Implementation Chapter will likely also be added to the Comprehensive Plan, pursuant to City Council direction carried over from the 2024 periodic update effort.

Chase Bank at Town Center

Chase Bank began a relocation within Town Center to the structure across the parking lot, previously occupied by Bank of America. The complete interior remodel and upgrade of the existing detached building is finished and staff coordinated with the project representatives to issue a final certificate of occupancy (CofO). The CofO allows a public opening when Chase Bank becomes fully operational and makes the active business transition decision. It is anticipated the public opening and business transition will occur soon, in the coming weeks of January or February.

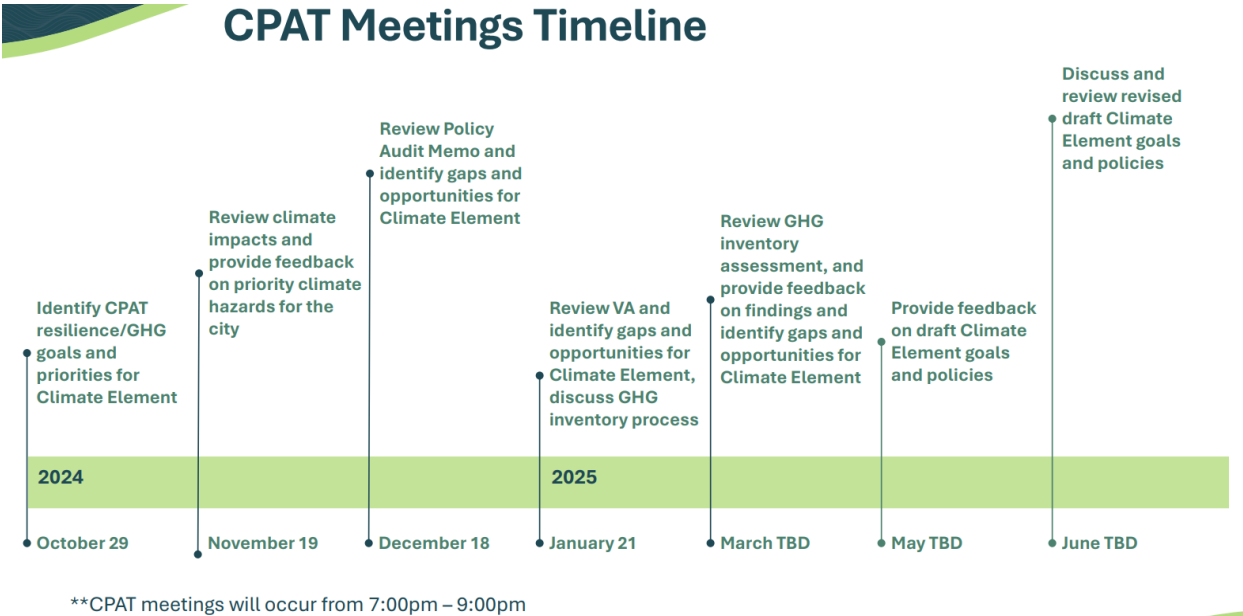
Climate Policy Advisory Team (CPAT) continues work on creation of a new Climate Element

The Climate Policy Advisory Team is temporarily established to advise the city on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan (Resolution No 24-1948, Section 2). The CPAT held three meetings in 2024 and will hold additional regular meetings in 2025 as follows:

October 29, 2024
November 19, 2024
December 18, 2024
January 21, 2024
February 12, 2025
March 12, 2025
April 15, 2025
May 14, 2025
June 2, 2025

July-to December 2025 (TBD)

City staff is beginning work on a municipal greenhouse gas inventory with Cascadia Consulting Group to prepare for January-March activities with the CPAT and to add to a city-wide inventory (by Cascadia at K4C) to inform policy and the anticipated GHG sub-element in 2025. Numerous opportunities will be provided over the coming year for outreach, review and input, and public participation (including a survey, open house, and public hearings). The recommendation from the CPAT will be reviewed by the Planning Commission for a formal recommendation to the City Council, and later all materials and input will be reviewed and considered by the City Council for possible local action in 2025.





Middle Housing Regulations

The Planning Commission is continuing work on drafting and recommending regulations to address recent WA State middle housing mandates for adoption by the City Council by June 30, 2025, to avoid the city becoming subject to a mandated model ordinance after July 1, 2025. The initial draft amendments will be reviewed by the Planning Commission in January and February with the project consultant, SCJ Alliance. The amendments to the city’s development regulations will address duplex residential development and ADUs/DADUs on low density zoned residential lots within the city.

III. Council Information

IV. Response to Citizen and Council Comments

V. Contract Reporting

No new contracts during the reporting period.

VI. Legislative Update

VII. Community Events

VIII. Upcoming City Sponsored Events

IX. Meetings Calendar

Planning Commission Meeting (hybrid meeting)

January 14, 2025, 7:00 PM - 9:00 PM

City Hall and via Zoom

City Council Budget & Finance Committee Meeting (hybrid meeting)

January 16, 2025, 6:00 PM - 7:30 PM

City Hall and via Zoom

Climate Policy Advisory Team Meeting (hybrid meeting)

January 21, 2025, 7:00 PM - 9:00 PM

City Hall and via Zoom

Tree Board Meeting (hybrid meeting)

January 22, 2025, 7:00 PM - 9:00 PM

City Hall and via Zoom

City Council Committee of the Whole Meeting (hybrid meeting)

January 23, 2025, 6:00 PM - 7:00 PM

City Hall and via Zoom

City Council Regular Meeting (hybrid meeting)

January 23, 2025, 7:00 PM - 9:00 PM

City Hall and via Zoom

Parks and Recreation Advisory Board Meeting (hybrid meeting)

January 28, 2025, 7:00 PM - 9:00 PM

City Hall and via Zoom