

City Administrator Report

City of Lake Forest Park

Date: May 25, 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

Officers responded to a reported robbery with sexual motivation. The victim reported being followed from her workplace. The suspect exited the bus when she did, following the victim into a neighborhood. The suspect confronted the victim, demanding money while exposing himself and telling the victim to perform a sexual act. The suspect fled the area after taking the victim's backpack. The suspect was located near the mall area, arrested, and booked into jail.

Officers responded to Ross for a possible shoplifter. The suspect was reported to be in the restroom with a large amount of unpaid for merchandise. When employees attempted to confront the suspect, the suspect trapped one of them in the restroom briefly. Suspect openly hostile with employees. Officer issued trespass warning to suspect who left parking lot driving erratically while screaming out of car window.

Officers were dispatched to a shoplift in progress at Albertsons. The suspect was located with over \$70 worth of items stolen from the store. The suspect had previously trespassed from the mall property for other shoplifting incidents. The suspect also had warrants for his arrest for theft. The suspect was arrested, cited, and released.

Officers located two subjects inside a vehicle with drug paraphernalia. Both subjects had multiple warrants for their arrest. One subject had over \$35,000 in warrants for DUI and Physical Control. Due to low staffing both subjects were released.

Officers were dispatched to a theft of alcohol from Rite Aid. Officers located the suspect who turned out to be 15 years old. The suspect was found in possession of the stolen alcohol. The suspect trespassed from Rite Aid and released to parents without charges.

An officer observed a cyclist on SR 522, at night, with no lights and no helmet. The cyclist was nearly struck by a metro bus, causing the bus to swerve out of the way to avoid a collision. When the officer attempted to stop the cyclist, he fled onto the Burke Gilman Trail. Another officer located the bike which had been ditched on the trail.

On May 11, the Police Department hosted the AXON Roadshow exclusively for our first responder and law enforcement community. The roadshow showcased new technology with an enhanced Taser system, UAV's, Community Survey software, Virtual Training system, an updated body camera, and equipment from Verizon. Here in LFP, we utilize the Taser 7 system and the Axon 3 cameras, as well as digital storage software.



NEMCo

The Northshore Emergency Management Coalition continued its in-service training for CERT and RACES volunteers by hosting a sheltering training on Saturday May 13. While touching on all types of sheltering, this training primarily focused on cooling centers/shelters in preparation for summer. Topics covered included basic staffing procedures, heat-related first aid, and general safety concerns. This training successfully created a group of individuals who are ready to activate in case of extreme weather.

With the start of the summer event season on the horizon, NEMCo is also preparing for community outreach events such as the Shoreline Fire Department Open House/Pancake Breakfast on June 3 and the Lake Forest Park Safety Fair on June 24, as well as a planned community preparedness workshop on July 22.

II. Internal City Information**Municipal Court**

The Court has hired Kelley Gradwohl as a part-time Interim Court Administrator for the Municipal Court. Ms. Gradwohl retired six years ago as the Court Administrator and returned to assist with the day-to-day administrative and management activities of the court since the position became open in April.

III. Council Information**IV. Response to Citizen and Council Comments****V. Contract Reporting**

Nothing new to report.

VI. Legislative Update

VII. Community Events



The Pickleball group lead by Parks and Recreation Advisory Board member Amy, have raised funds for two movable pickleball nets to be left at Horizon View and have painted two courts to add to Horizon View's court. Tennis players are still able to fully use the court and pickleball players are able to get two games going at once!

VIII. Upcoming City Sponsored Events

[City Hall Closed \(Memorial Day holiday\)](#)

May 29, 2023, 9:00 AM - 5:00 PM

[Community Emergency Response Training \(offered by NEMCo\) - Session 6 of 8](#)

June 1, 2023, 6:00 PM - 9:00 PM @ Kenmore Fire Station 51

[Shoreline Fire Open House, Pancake Breakfast & Safety Fair at Kenmore HQ Fire Station](#)

June 3, 2023, 9:00 AM - 12:00 PM @ Kenmore Fire Station 51

[Community Emergency Response Training \(offered by NEMCo\) - Session 7 of 8](#)

June 8, 2023, 6:00 PM - 9:00 PM @ Kenmore Fire Station 51

IX. Meetings Calendar

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

June 5, 2023, 6:00 PM - 8:00 PM @ City Hall and via Zoom

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

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

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

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

[North King County Coalition on Homelessness](#)

June 8, 2023, 1:00 PM - 2:30 PM

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

June 8, 2023, 6:00 PM - 7:00 PM @ City Hall and via Zoom

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

June 8, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom