

City Administrator Report

City of Lake Forest Park

Date: September 25, 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



Notable Incidents:

Welfare check

A mother, who was driving back from Children's Hospital, called 911 to advise that her 12-year-old autistic son was hitting his head on the window. As the patrol officers contacted the RP, her son calmed down. The officers followed the RP to her residence.

A mentally challenged person called 911 and spoke with one of the officers on the phone for half an hour without explaining what kind of problem she was reporting.

An elderly female walked away from an assisted living residence. She was found sleeping on the porch of a nearby residence.

Suspicious

A community member called 911 stating that she locked herself in the closet because there were "people in the house". The reporting party was having problems in forming sentences. Officers spoke with the husband who stated that everything was fine and added that his wife is suffering from mental health issues and they are trying to work with a social worker at the hospital.

As one of the officers was working on a traffic emphasis on 35th and 195th, a motorist approached the patrol vehicle, rolled down the window, and spit on the patrol car. The officer stopped the vehicle and the driver said she had a "Esophageal Spasm" and had to spit.

A disturbance was initiated by a well-known person who has mental health issues. No crime.

Two subjects were creating a disturbance at the Safeway store. One of them was a missing person out of Renton. His brother came and picked him up.

Malicious Mischief

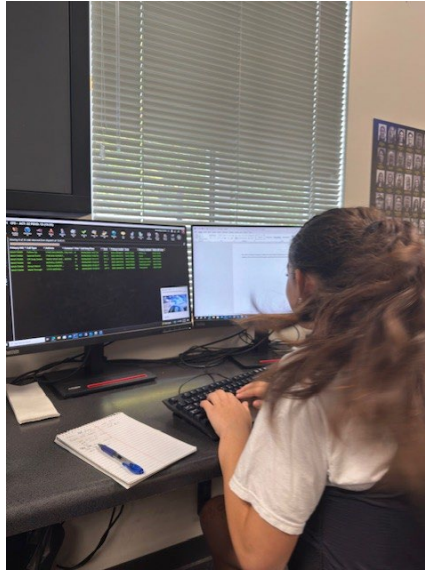
The tree in a pot located in front of the city hall appeared to be vandalized and called in by city staff. It turned out that it was a "spontaneous combustion" (for real).



The officers on the call had a little fun, as one of the officers' daughters conducted a crime scene and reported as follows:

"The following was an investigation conducted with the assistance of aspiring crime scene investigator "Luciana": Case # 2025-08071. We used a thermal heat gun to determine the surface temperature of the soil as, 80 degrees with an ambient temperature of 74 degrees at approximately 1510 hrs. The internal soil at 93 degrees, getting hotter as we went deeper, and the cement pot being 98 degrees. It should be taken into consideration that the ambient temperature on September 5th at around the same time was 92 degrees. Because the cement pot was 98 degrees with an ambient temperature of 74 degrees, it is safe to presume that the cement pot temperature was 116 degrees or higher yesterday around the same time.

Additionally, CCTV footage shows that the cleaning crew poured water into the pot on September 5th at around 1800 hrs. At the time of the reading, the soil was still considerably damp which would significantly lower the temperature. After doing research, we found that when soil decomposes, it generates heat which could lead to spontaneous combustion of potting soil as can be referenced in various online sources including, [this local news article](#). [Spontaneous combustion of soil in flower pot sparks house fire – KIRO 7 News Seattle](#)



Crime Scene Investigator "Luciana"

Theft

Theft of packages. The victim had the video of the suspect from the ring camera. Case sent to detectives.

A person called 911 stating that somebody emptied her prescription bottle as she was in the Taco Bell bathroom. A review of the video showed that she didn't bring any bag inside Taco Bell.

Theft from porch on the 3600 block of NE 145th ST. No leads.

An unknown male stole an expensive item from a garage sale. No leads.

A suspicious male went to a garage sale and asked questions about jewelry. Possibly related to the previous call.

Juvenile Problem

A parent called in their autistic child did not want to go to school and was yelling and screaming. Officers talked to the child and calmed him down. This week patrol had to respond three times to this residence.

Disturbance

Some neighbors called the police stating that there was a possible verbal domestic incident in progress. It turned out that it was a male who was yelling at the TV as he was watching a soccer game.

A detained person in the back of a patrol vehicle started to spit during the transport to jail. The vehicle had to be taken out of service to clean. Referred to the prosecutor.

Assist

LFPPD officers assisted the fire department with an injured construction worker on 185th and 35th who had a leg pinned under a large log/tree.

Harassment

The reporting party's nephew, who has Aspergers, was upset about family's political views decided to send an alarming email to everybody. The family didn't want to press charges but wanted the police to know about his behavior.

Domestic Violence

Possible domestic incident (in progress) in the Third Place Books parking lot. During the investigation it was determined that this was only verbal. Both subjects were warned.

MV prowl

A motor vehicle prowling occurred near the Sheridan Beach Community Club. No leads.

Traffic Collision Temporarily Disrupts Burke-Gilman Trail Near NE 151st Street

A portion of the Burke-Gilman Trail near NE 151st Street was temporarily closed around 2:45 p.m. following a collision involving a cyclist who crashed into a residential garage door.

According to initial reports, a husband and wife were cycling in the area when the woman struck a nearby garage. First responders arrived quickly, provided on-scene medical aid, and transported the bicyclist to the hospital. Sadly, the bicyclist succumbed to her injuries and died at the hospital a few days later.

Lake Forest Park



Traffic Safety

Traffic Safety Highlights

Emphasis Patrols:

- From Ballinger Way NE to 35th Ave. NE via NE 190th St.
- Continued emphasis on 55th Ave. NE, from the county line to NE 193rd St. – to support overflow from 61st St./Pl. NE closure
- 4900blk of NE 193rd St. – New speed limit sign installed
- NE 197th St./NE 201st Pl. from 40th Pl. NE to NE 203rd Pl.
- The intersection of NE 201st Pl. and 47th Ave. NE –
- Emphasis on 40th Pl. NE –School Zone patrol

School Zone patrol:

Emphasis at the schools the first two weeks, with all-hands on deck. Traffic Officer Johnson and crossing guard support at 40th Pl NE and NE 185th St. All staff bringing awareness of the school-zone times, slowing speed violators, assisting/educating proper crossing procedures, building relationships with community.

Incidents:

- A young driver was observed speeding and tailgating at NE 185th and flagged to slow down, moments later at 40th Pl NE and Ballinger Way, Det. Teschlog was traveling south bound on Ballinger and observed same driver going around a vehicle on the left making an illegal pass.
- Driver traveling illegally in the HOV lane and did not have insurance. Driver said, “Kids late to school!”

School Visits & Culvert Detour (First Two Weeks)

During the first two weeks of the new school year, LFPPD officers made a sustained, high-visibility presence at our campuses and along school routes. Officers greeted students at arrival and dismissal, checked in with principals and office staff, and monitored crosswalks and bus zones. **The goal was simple: be seen, be approachable, and keep traffic moving safely.**

The positive interactions we saw on playgrounds, in drop-off loops, and at crosswalks reinforce the partnership we share with our schools. Continue to periodically patrol around the school grounds and visit with the kids.

**SR 104 & 35th Ave NE Culvert Replacement/Closure**

The WSDOT culvert replacement at SR 104 (Ballinger Way NE) and 35th Ave NE launched with a rocky first morning, creating confusion and congestion through nearby neighborhoods. In coordination with WSDOT and our city staff, we addressed signage placement, message clarity, and traffic flow.

Our officers had targeted enforcement on NE 190th St, NE 195th St, and 35th Ave NE. Those focused details, paired with the corrected detour signage, have significantly improved compliance and steadied traffic flow through the corridor.

We are now **about the halfway point** of the project. While conditions have improved markedly since day one, we will maintain pressure on the corridor until work is complete.

Patrol Continue to:

- Targeted enforcement: Ongoing emphasis patrols for speeding, stop compliance, and local-access adherence on NE 190th, NE 195th, and 35th Ave NE.
- Radar speed trailer: Continues to rotate through the affected streets to calm speeds and provide driver feedback.
- High-visibility deterrence: Marked patrol units and spot checks remain present during peak hours to reinforce safe driving behavior.

LFPPD Supports Supreme Court Justice Sotomayor's Visit



On September 12th, U.S. Supreme Court Justice Sonia Sotomayor visited Lake Forest Park to present her book "Just Shine" at Third Place Books. The event drew a sold-out crowd of 750 attendees.

Security for the Justice was led by Commander Zanella and federal agents, with additional support from LFPPD Officers. Our uniformed officers assisted

throughout the evening, along with NSM SWAT Team, and our NEMCo partners, which provided site security oversight to ensure smooth operations. We also partnered with the King County Sheriff's Office K9 Bomb Squad, who played a critical role in pre-event sweeps and ongoing safety assurance.

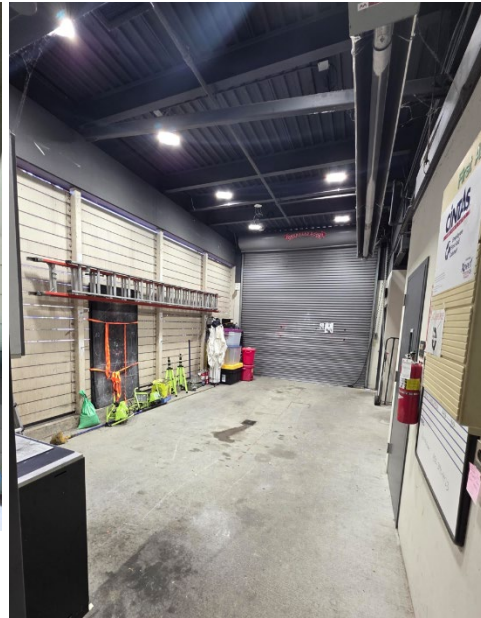
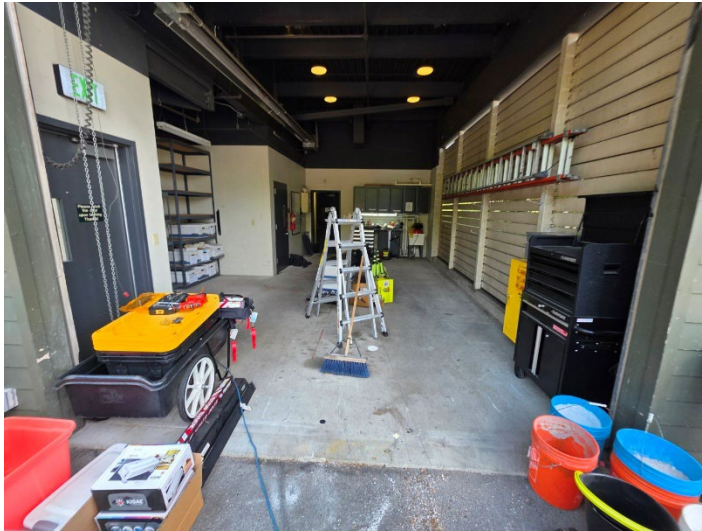
The security detail ran from 5:30 p.m. to 10:00 p.m. Attendees and organizers alike commented on how safe, well-organized, and welcoming the event was. Chief Harden personally greeted Justice Sotomayor and welcomed her to the city. Thanks to the collaboration of multiple agencies and the professionalism of all involved, the evening was both secure and memorable for everyone present.

Sally Port improvement



On August 28th, staff completed a major clean-out of the police department's sally port (garage where vehicles are searched from warrants) and the storage trailers, clearing the way for long awaited changes.

On September 8th, replacement lighting was installed, bringing huge improvement to the work environment. For the first time in years, officers now have a well-lit space that is safer and more functional, allowing them to see clearly without working in the dim lighting environment.



A few final adjustments are in progress, including adding switches to control additional lights and exploring a dimmer option. Once the lighting phase is complete, the next steps will include fresh paint, new flooring, and updates to the gun-cleaning station, along with evaluating additional storage options.

These upgrades reflect our commitment to creating a safe, efficient, and professional workspace for our officers. Hugh thanks to our public works director for continuing to be a great partner in fixing our aging facility.

COMMUNITY PREPAREDNESS FAIR



Saturday, October 11, 2025

Time: 10:00 am to 2:00 pm

Location: Third Place Commons

17171 Bothell Way NE, Lake Forest Park, WA

Are You Prepared for an Emergency or a Disaster?

NEMCo is sponsoring a free community event:

- Presentations
- Displays
- Resource materials
- Hands-on demos

RAFFLE PRIZES ! — RAFFLE PRIZES ! — RAFFLE PRIZES !

Family Preparedness Plans

Water — Sanitation — Shelter — Fire suppression

First aid — Emergency radio — Drones

PARTICIPANTS :



King County

EVENT SPONSORS:



SCAN ME

FOR MORE EVENTS AND INFORMATION VISIT,

WEBSITE: NORTHSHOREEMC.COM



**VOLUNTEERS TRAINED TO PROVIDE EMERGENCY
PREPAREDNESS AND AMATEUR RADIO COMMUNICATION
SERVICES TO THE NORTHSHORE COMMUNITIES**

II. Internal City Information

Public Works

The Public Works Department took delivery of a new Chevy Silverado pickup last week after being checked out by our mechanic. This is another exciting step in updating the department's fleet!



Finance

The City of Lake Forest Park has received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for its 2025–2026 biennial budget.

This national honor is one of the most prominent in public finance, presented to governments whose budget documents meet rigorous criteria for clarity, transparency, and effective financial planning. Lake Forest Park has earned the distinction before, demonstrating its ongoing focus on accountability and strong fiscal practices.



The award also reflects the work of the City Council, Administration, and Finance Department. Together, these teams strive to provide residents with financial information that is accessible, understandable, and transparent.

III. Council Information

Community Development Department

Climate Element amendment to the Comprehensive Plan

The Draft Climate Element developed by the Climate Policy Advisory Team (CPAT) in early 2025 was received and is now fully reviewed by the Planning Commission. A noticed public hearing will be held at the Commission's regular meeting on October 14, followed by a formal recommendation to City Council. The Climate Element amendments will then be shared with the City Council as an introduction by the Community Development Director at Committee of the Whole on October 20. A full presentation by Cascadia to facilitate Council review and discussion will be given at the regular Council meeting October 23. Thereafter, it is anticipated that a noticed public hearing will be held on November 13 and final action by the Council going into December. The climate planning grant is already fully reimbursed by the WA State Department of Commerce and the grant agreement is closed. The Cascadia consulting services contract runs through December 2025. This climate planning effort will be completed in 2025 to enable the next round of docketing amendments to the Comprehensive Plan, primarily for housing and transportation policy items and implementation measures.

IV. Response to Citizen and Council Comments

V. Contract Reporting

AG-25-038: EConorthwest – Automated traffic safety camera equity analysis; NTE \$12,000.

VI. Legislative Update

VII. Community Events



Upcoming Events
in
Lake Forest Park

Picnic in the Park!
Saturday, Sept 6 | 11 AM – 3 PM
Pfingst Animal Acres Park
Sept 6
EVENT PAGE
tinyurl.com/wr6ens9a

Enjoy live music, kids' activities, food trucks, a petting zoo, big rigs, and more – fun for all ages!

LFP's Yard Sale Day
Saturday, Sept 13 | 9 AM – 3 PM
All Over Lake Forest Park
Sept 13
EVENT PAGE
tinyurl.com/3r8mhnm2

Get ready to buy, sell, and explore at LFP's city-wide Yard Sale Day – host your own sale or hunt for bargains across the neighborhood!

25th Birthday Party
at the Commons
Sept 27

Paws in the Park
Oct 18
Stay tuned for more event details!

Halloween
at the Commons
Oct 31

www.CityofLFP.gov
@city_of_lake_forest_park
City of Lake Forest Park

VIII. Upcoming City Sponsored Events

IX. Meetings Calendar

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

October 1, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

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

October 7, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

City Council Work Session (hybrid meeting)

October 9, 2025, 6:00 PM - 7:00 PM City Hall and via Zoom

[More Details](#)

City Council Regular Meeting (hybrid meeting)

October 9, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

Planning Commission Meeting (hybrid meeting)

October 14, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

North King County Coalition on Homelessness

October 16, 2025, 1:00 PM - 2:30 PM

[More Details](#)

City Council Budget & Finance Committee Meeting (hybrid meeting)

October 16, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

City Council Regular Meeting (hybrid meeting)

October 23, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

City Council Committee of the Whole Meeting (hybrid meeting)

October 27, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

Parks and Recreation Advisory Board Meeting (hybrid meeting)

October 28, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)