

City Administrator Report

City of Lake Forest Park

Date: July 10, 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

Behavioral Health

A well-known subject called several times regarding Elon Musk compromising her devices. RCR involved.

Subject in crisis not making any sense. She was transported to Northwest Hospital for evaluation.

A community member called the police regarding a male walking around without shoes. Officers contacted him and tried to provide him with some assistance, but he refused.

Civil Issue

A community member came to the PD because she was upset with her ex-husband. No DV. The officer explained how to obtain a court order.

Burglary

A contractor had his tools stolen from inside a home that had been renovated. The investigation is in progress.

Suicide

Officers responded to a subject walking into traffic in the 19900 block of 30th Ave NE. The subject stated that he wanted to commit suicide. He was immediately detained by the officers and later transported to Evergreen Hospital for evaluation.

Fire Assist

A resident activated their medical emergency pendant. Officers started to make forced entry when they were advised that it was an accidental call.

Sgt. Parrish was on proactive patrol when he saw a vehicle on fire in the vicinity of NE 145th St. & Bothell Way NE. He assisted the Fire Department and Seattle PD with traffic control. Nobody was injured.

Theft

Attempted theft at Safeway. The subject dropped the merchandise and left as he was about to be contacted by the officers.

Juvenile problem

Several juveniles creating multiple party/noise calls at NE 183rd & 25th Ave NE (Shoreline).

Three juveniles trying to get to LFP Elementary from the roof. Officers caught them and contacted the parents.

Assist

Intoxicated subject, who lives at the Sacred Medicine House, trying to get into Taco Bell lobby when they are closed. Officers explained that Taco Bell is not a 24-hour business.

Officers assisted Bothel PD with a weapon offense call.

Missing Juvenile

Non-verbal 7-year-old boy missing from his residence. Shoreline PD officers found him. Officers advised the parents to contact RCR for assistance.

Disturbance

Rolling DV that occurred in Seattle and ended in LFP. Our officers detained the suspect and called Seattle PD who stated that they didn't have anybody available. Seattle PD eventually took over the investigation (after several calls from NORCOM and from our sergeant on duty), but it took two hours before their arrival on scene.

Traffic Accident

Driver who was going very fast lost control on NE 180th and crashed against the church property. He was cited and released.

DUI

Female DUI driving with heavily damaged vehicle. Her breath test result was twice the legal limit. She was arrested and booked.

Lake Forest Park



Traffic Safety

| June 2025 | |
|--------------------|-----|
| Traffic Stops | 333 |
| Traffic General | 104 |
| Traffic Collisions | 7 |
| Traffic Abandon | 9 |
| Hit and Run | 3 |
| Parking tickets | 67 |

Emphasis Patrol

With the speed changing to 25 mph on 55th Ave NE (and now the bridge closing on 61st for maintenance), patrol units have been watching for speeding vehicles. Patrol reported that most drivers were traveling between 30-37mph and a lot of them over 40mph. One Officer conducted 20 stops and issued 14 tickets.

Hit and Run

On June 16 at approximately 7:30PM, a call came in of a hit and run on Beach Dr. There, a White SUV was found with severe damage to the driver side bumper. Dispatch advised the suspect vehicle was a large black SUV and was seen driving northbound on Beach Drive. The Officer located the vehicle and attempted to stop them, but the SUV driver rammed into the patrol vehicle and fled the scene. The suspect's vehicle was eventually stopped by road spikes deployed by an assisting agency, that ended with the vehicle crashing at 9th and Bothell Way. The suspect was found to be a convicted felon (Assault 3rd Degree) with a suspended license (DWLS 3rd degree) and an Officer Safety warning from Seattle PD. That night he was also charged with Eluding and Vehicular Assault. The Officer whose vehicle was hit was not injured.

Enforcement recognized

While Support Officers were out providing maintenance on the digital speed signs at the 4900 Blk of NE 193rd St, a citizen who has been in contact with the Traffic Calming Team about speeding in that area, came out to personally thank them for re-installing the speed signs. The citizen mentioned a noticeable difference in decreased speeders on his road.

DUI enforcement: 1

MV Prowl:

- 19200 blk of Forest Park Dr.
- 19100 blk of Ballinger
- 4500 blk of 170th ST.

Traffic Accidents

- (3) from the 14500 to the 17100 blk of Bothell Way
- at the 17700 blk of Ballinger Way
- at 180th and 178th St
- 5500 blk of 193rd St
- 18500 blk of 26th

Traffic Abandoned

- (2) on Forest Park Dr.
- (4) on 195th St
- 165th and Bothell Way
- at the 15800 blk of 37th

Distracted Driving Awareness

Patrol continues to be vigilant on providing education and enforcement when addressing distracted driving.

II. Internal City Information**Municipal Services****Passports**

In June, we processed 579 passports and took 369 photos, generating total revenue of \$27,645. In comparison, the revenue in June 2024 was \$20,550.

| Month | Passport Revenue | Photo Revenue | Total |
|-------|------------------|---------------|----------|
| June | \$20,265 | \$7,380 | \$27,645 |

Public Records Requests

During the first six months of 2025, the City received 51 public records requests and closed 41 of them, yielding an 80% closure rate. The average turnaround was 14 days. Ten requests remain open; most involve multi-department searches or extensive e-mail correspondence that require additional review and redaction.

Over the same period, the Police Department handled a substantially higher volume—150 requests—yet closed 141, achieving a 94 percent closure rate. Fulfillment times were notably faster, averaging just four days. Eight police requests are still active, primarily tied to ongoing investigations or large audio and video files awaiting redaction.

Laserfiche project

The first kickoff meeting was held on July 1, 2025, at which we reviewed the scope of work and outlined some of the tasks to be completed. The official start date for work on this project will be August 5.

III. Council Information

IV. Response to Citizen and Council Comments

V. Contract Reporting

- Negotiations with Teamsters 117 (Public Works) continued in June. Additional dates are set in July and early August.

VI. Legislative Update

Interim Legislative Report July 1, 2025

This month picked up the pace with the release of the June Economic and Revenue Forecast, the Association of Washington Cities Conference, emerging policy and rulemaking, federal matters, and more. Below is a recap of the most pressing issues that occurred last month.

June Revenue Forecast

The Economic and Revenue Forecast Council unanimously adopted the [latest revenue forecast](#) on June 25. Click [here](#) to watch the presentation to Council on TVW. Compared to the last forecast in March, economic changes to the forecast (excluding the legislative revenue package passed this session) increase revenues by \$407 million in 2023–25 but decrease revenues by \$490 million in 2025–27 and by \$638 million in 2027–29. Legislative impacts such as the B&O tax rate changes have provided a significant boost in revenue, but it is estimated that the state government will collect \$721 million less over the next four years than what was predicted when the legislature passed its most recent budget. The Legislature left \$2.3 billion in reserves, which means this decline will not trigger a special session.

After the forecast was released, Governor Ferguson [issued a statement](#) in which he said that he does not anticipate calling a special session at this time, echoing the sentiments of the Council and reiterating that variables at the federal level that would influence a special session are being closely monitored.

The Transportation Economic and Revenue Forecast Council adopted the [latest forecast](#) on June 25. Click [here](#) to watch the presentation to Council on TVW. Overall, the revenue forecast for the current biennium is up 0.2 percent or \$11 million. For the next two biennia combined, it's estimated to be up 19.4 percent or \$2.78 billion relative to what was shown in March. The Climate Commitment Act was highlighted as providing 11 percent of state-generated transportation revenues in the 2023-25 biennium. Washington electric vehicle registrations are projected to be up 29 percent by the end of this fiscal year. Ferry service and ridership have still not fully recovered to pre-pandemic levels, though they are going up year over year. Legislative changes are a major driver of revenue changes across all years.

Association of Washington Cities Activities

On June 26, the [AWC Legislative Priorities Committee](#) (LPC) convened for its second meeting during the annual conference held in Kennewick. The Committee reviewed results from the membership-wide survey on preferred priorities for the 2026 legislative session. The top five overarching themes that were selected by the 45 cities that participated in the survey include:

- *Finance, Revenue & Taxes*: Lifting the 1 percent property tax, creative/flexible revenue options, reducing tax burdens on citizens.
- *Public works, Infrastructure & Utilities*: Funding, preservation and maintenance, state highways as city streets issue.
- *Public Safety & Criminal Justice*: Public defense costs, alternative response, funding for law enforcement staff.
- *Housing & Homelessness*: Funding, review of recent state policies for effectiveness, reduce cost of construction, address infrastructure backlog to support housing, coordinated response to potential federal cuts.
- *Land Use & Planning*: Urban Growth Area expansion, cost of implementation, state vs. local decision making.

The LPC also discussed issues such as the “double dipping” when using family medical leave from the state and federal government, nutrient permitting, manufactured home parks, unfunded mandates, state shared revenues, mental health, and more.

The next Committee meeting is scheduled for Thursday, July 24.

Implementation & Emerging Issues

Clean Building Performance Standards: On June 18, the Department of Commerce held its first informational workshop for the rulemaking process related to newly passed legislation, [House Bill 1543](#). By way of background, the bill expands compliance options for building owners under Washington’s clean buildings performance standards. The bill allows the Department of Commerce to develop alternative metrics for energy use and greenhouse gas emissions, alongside existing energy use intensity (EUI) targets, and provides conditional compliance pathways for building owners who meet these alternative metrics. It broadens exemptions for compliance, including historic preservation and financial hardship, and introduces requirements for Tier 2 buildings, such as benchmarking and operations planning, while prohibiting penalties from being passed on to tenants.

Commerce will conduct additional workshops over the next several months, diving into specific components of the rulemaking efforts (i.e., extensions, exemptions, alternative compliance metrics) with the hope of having finalized rules by December of this year. The rulemaking process begins with the filing of a CR-101. After, Commerce will hold three to four workshops to receive public feedback, input, and carry out draft reviews. After every workshop, draft rules are emailed to registrants and later posted online; individuals will have two weeks to comment on the draft texts, and feedback will be summarized at the subsequent workshop. Next, a CR-102 is submitted, including draft rules and a small business economic impact statement. A formal public comment period, usually lasting 30 days, will follow, and a public hearing will also take place. The finalized rules are filed as a CR-103 and will be adopted 30 days after filing.

Joint Transportation Committee: During the legislative interim, committees often hold work sessions on topics likely to be discussed during the upcoming legislative session. On June 24, the [Joint Transportation Committee](#) met in conjunction with the AWC conference to discuss several topics related to cities. Below is a recap of the meeting:

- *Transportation challenges and successes in the Quad Cities:* The Committee heard from the cities of Kennewick, Pasco, Richland, and West Richland on the various challenges and successes they have had over the last several years. Click [here](#) to view their presentation.
- *Recommendations for transit-oriented development policies:* In 2024, the Legislature funded a study to develop policy recommendations to advance transit-oriented development (TOD). This included reviewing TOD conditions in cities in King, Pierce, Spokane, Clark, and Snohomish counties that have populations of more than 12,500 and have at least one major transit stop. While completing this work, the Legislature passed a bill on TOD this session, [House Bill 1491](#). Given that, the study also builds upon the passage of House Bill 1491 and identifies best practices around TOD. The [Urban Institute](#) (UI), a nonprofit research organization, was hired to complete the study.

The [draft findings](#) show that although people and development are concentrating near transit, it is occurring in cities with high housing costs, while low-housing-cost cities are not attracting more projects near transit. The UI suggests increased investment in neighborhood infrastructure near transit, including expanding the state's existing Community Housing to Infrastructure Program (CHIP), funding the grant program established in House Bill 1491, and directing a portion of WSDOT's capital funds for neighborhood infrastructure. The UI also suggests expanding direct affordable housing funding and purchasing of public lands. They suggest further upzoning near light rail stations with a focus on taller buildings and refining the Multifamily Tax Exemption (MFTE) Program to meet the needs and economic realities of different cities. The UI has been given further direction from the Legislature to build upon the study and provide further details on the MFTE project in different submarkets in TOD areas, and an analysis of the density requirements established in House Bill 1491. They will present these topics to the Legislature in late fall 2025.

- *WSDOT project delivery and innovative practices:* In 2024, the Legislature funded a study to review the Department of Transportation's (WSDOT) project delivery practices, analyze alternative methods, conduct stakeholder outreach, and recommend changes that could reduce costs, improve competition, and shorten delivery schedules. The recommendations are divided into programmatic and project level, and organized into five categories: cost estimating, competition, procurement practices, project delivery method selection, and project administration. Many of the recommendations will require additional funding to implement. Click [here](#) to view the slides from the presentation and [here](#) to view the final draft report.
- *MRSC local project delivery streamlining workgroup:* This study was funded in 2024 by the Legislature and focused on convening a project delivery streamlining work group to review options and recommend practices that support expedited local project delivery. The final report outlines six key recommendations to improve the efficiency and effectiveness of local transportation project delivery and aims to address the most significant barriers identified by local jurisdictions: complex federal funding requirements and protracted state agency review processes. The recommendations are: 1) Improve Federal Funding Allocation & Create a Permanent Federal Fund Exchange Program, 2) Improve Timeliness of WSDOT Review, 3) Coordinate and Simplify Interagency Environmental Review, 4) Continue Refining DBE (Disadvantaged Business Enterprise) Requirements, 5) Offer Technical Assistance to Local Jurisdictions, and 6) Collect Project-Level Data Across WSDOT Regions. Click [here](#) to view the slides from the presentation and [here](#) to view the final report.

Puget Sound Nutrient General Permit: Several years ago, the Department of Ecology (Ecology) issued a permit requiring wastewater treatment plants to reduce the amount of nutrients being discharged into the Puget Sound – also known as the Nutrient General Permit. That permit was found invalid by the Pollution Control Hearings Board in March 2025. This means that the former general permit requirements for nutrients are now voluntary for permittees. Ecology released a [proposed voluntary general permit](#) for public comment through August 27 and intends to implement it by the end of the year.

If a city does not opt-in to the voluntary permit, then there will be individual permits and an advanced restoration plan that drives the same type of improvements as was included in the Nutrient General Permit. The general consensus from impacted cities is that even if all wastewater treatment plants derived nutrients were removed, there would still be significant nutrient contamination in the Puget Sound from other sources, and that any requirement around nutrient discharges needs to be rooted in recent science and modeling (the early 2000's is the source of most of Ecology's data).

AWC has been working on advocacy strategies with King County to engage with Ecology, the Governor's Office, and Legislators to ask for a different process to regulate nutrients and emphasize the scale of investment with little environmental return. AWC and involved communities also plan to develop a collective request letter to extend the comment period deadline to September.

Liquor and Cannabis Board Buffer Zones Proposal: The Washington Liquor and Cannabis Board (LCB) has proposed a rule change that could shrink the buffer zones between cannabis stores and sites such as schools, parks, and libraries. Currently, buffer zones are measured as a radial distance from the restricted locations' property line. The proposed change would alter that measurement to instead be the path of travel, which has the potential to reduce the size of a buffer zone if the path to a restricted site follows an indirect route. By way of background, licensed cannabis retailers cannot be within 1,000 feet of the property perimeter of an elementary school, playground, recreation center or facility, childcare center, public park, public transit center, library, or all-ages arcade. By enacting an ordinance, cities can reduce that buffer to 100 feet. Click [here](#) for more background shared by AWC. It is encouraged that cities provide comments on the proposed change, which has a deadline of July 4. AWC plans to send a letter to the LCB objecting to the rule change prior to the comment deadline period.

Response to Federal Issues

Travel Ban: At a [news conference](#) on June 10, Governor Bob Ferguson addressed President Donald Trump's recently announced federal travel restrictions which heavily target African and Middle Eastern nations. Twelve countries have been banned from entering the United States along with heightened restrictions to seven more.

By way of background, Trump issued several travel bans during his first administration and Washington was the first state to challenge them; a successful effort that was led by then-Attorney General Bob Ferguson. The Attorney General's Office has filed 21 cases against the Trump administration so far this year and is actively looking at avenues to challenge this current order.

While no direct flights from the countries on the banned list land at Sea-Tac airport, 24 percent of King County residents were born outside of the US, and this order will have far-reaching impacts throughout the Pacific Northwest. As Seattle is set to host the 2026 FIFA World Cup, Mayor Bruce Harrell noted that now is the time for Washington to be a trusted destination that highlights its diversity.

Medicaid: At a [press conference](#) in Kennewick on June 26, 2025, Governor Ferguson discussed the potential impacts of proposed Medicaid cuts in the "One Big Beautiful Bill" Act pending before Congress. Governor Ferguson warned that if the proposed Medicaid cuts pass, approximately 200,000 Washingtonians could lose their health care coverage by the next calendar year.

Washington spends about \$21 billion a year on Medicaid, with \$13 billion coming from the federal government. Ferguson, along with healthcare workers and advocates, expressed deep concerns about the proposed cuts and the potential ripple effects on the state's healthcare system, noting that 31 rural hospitals in Washington are at risk of losing services, with 18 at risk of closing and 7 facing immediate closure.

VII. Community Events

VIII. Upcoming City Sponsored Events



Story Walks around LFP Parks this Summer!

Throughout July and August, explore our beautiful community parks while enjoying the fun STEM adventures of Iggy Peck / Pedro Perfecto, Ada Twist / Ada Magnífica, and Rosie Revere / Rosa Pionera - available in both English and Spanish! Send us your comments, reviews and suggestions for future story walks and be entered in a prize raffle! Details provided at the story walk.

Check out the story walks at:

- Whispering Willow Park
- Horizon View Park
- Eagle Scout Park
- Five Acre Woods
- Lyon Creek Waterfront Preserve
- Grace Cole Nature Preserve

Brought to you by the Parks and Recreation Advisory Board, sponsored by BNBuilders, and presented in partnership with the LFP King County Library System.

IX. Meetings Calendar

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

July 17, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

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

July 21, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

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

July 22, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

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

July 24, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)