

City Administrator Report

City of Lake Forest Park

Date: March 23, 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

Notable Incidents

Robbery - A juvenile put a pair of Nike Jordan shoes up for sale on Facebook Market Place. The juvenile gave an address in LFP to meet with a potential buyer. Once the buyer arrived, he took possession of the shoes, then stated he was getting out his wallet. The suspect displayed a black semi-automatic pistol to the juvenile. The suspect then got back into his vehicle, which fled the area. After approximately 5 minutes the victim called PD. Officers were unable to locate the suspect vehicle. The investigation is ongoing.

A teenage driver was speeding and recklessly passing vehicles on Perkins Way. The driver lost control going around curve and went into the creek. Neither the driver, nor his two passengers were injured. The driver was cited for reckless driving.



Officers were dispatched to a subject using narcotics while parked at the mall. Officers discovered the subject had been trespassed from the mall the day before. The subject was in possession of narcotic paraphernalia and shaved keys commonly used to steal vehicles. The subject was given a citation and released.

An employee of business at mall called in a panic to report another employee had passed out and fallen off a chair. Determined subject had used a THC "dab" (vape) pen and momentarily passed out. Subject was referred to aid personnel.

Officers responded to Albertsons for a shoplift in progress. The suspect had taken some food items and was sitting near the entrance eating them. Officers determined the subject had some mental emotional issues and the officers purchased the items for the subject using their own money. Officers contacted mobile crisis to assist the subject. Mobile crisis units arrived hours later and could not locate the individual. Officers were later called back by citizens in the Town Center for the same subject "acting strange". Officers provided a safe location for the subject to stay, until mobile crisis arrived several hours later.

A victim reported finding a suspicious charge on her credit card statement. Instead of calling bank, victim googled the company listed and called a random number. Victim was instructed to obtain gift cards and provide company with the numbers. Victim suffered \$3,000.00 loss before she realized it was a scam.

A victim reported a male subject exposed his genitals to her at the library. Victim could not determine if subject had hole in his shorts or if they were see-through. Subject left area prior to PD arrival. The investigation is ongoing.

An officer noticed what appeared to be several abandoned pieces of luggage at a bus stop on Bothell Way. The officer then located a 29-year-old female squatting behind the bus shelter. The subject stated she has lived outside for a few years and did not want any assistance with housing or other services.

A victim reported being followed by a male subject. The victim stated she had stopped for a dog in the roadway approximately 3 blocks from her home. The dog then ran to a nearby residence. She looked at the home for several minutes and started to leave. A male exited the residence, got in a vehicle, and started following her. She drove to the PD hoping to find an officer. After several minutes she believed the subject was gone. When she got back on the road, the male caught up with her again. The victim called 911 and waited for officers. The subject was still in parking lot observing the victim when PD arrived. The subject stated he was following the female to find out why she was looking at his house. The subject's sister then showed up, and explained he called his sister to help follow the female. The male given warning on suspicious behavior. The victim safely escorted out of the area.

Officers located a subject passed out on Bothell Way at 2:30 am. Subject admitted to using narcotics, so aid was called to evaluate. The subject also had several warrants for his arrest. The subject was cleared by aid personnel and released to an outside agency for his warrants.

Officers were dispatched to a vehicle prowler where the victim had chased off the suspect. The vehicle and suspect description matched that of multiple similar thefts in Bothell and Kenmore the previous day. Over the past few weeks officers have responded to multiple motor vehicle prowls, package thefts and shoplifts.

Regional Crisis Response Agency (RCR)



Lake Forest Park along with north King County's partner cities of Bothell, Kenmore, Kirkland, and Shoreline will open a new multi-service crisis response center that will be dedicated to serving the behavioral health needs of the community.

The new crisis center will be located at 11410 NE 122nd Way in Kirkland's Totem Lake neighborhood, near Evergreen Hospital and Highway 405. The center will be operated by Connections Health Solutions. The clinic will be open to everyone regardless of severity of need or insurance status, and care will be available 24/7 with no appointment required.



The crisis response center will be the first of its kind in King County to provide a spectrum of care services, from walk-in mental health urgent care to continued stabilization of behavioral health or substance use crises.

The new facility is expected to open in 2024.

NEMCo – CERT Training



Last weekend marked the completion of NEMCo’s first Community Emergency Response Team (CERT) basic course since the COVID pandemic. This program offered more than 20 members of the community a three-day course that provided more than 24 hours of training on local hazards and basic disaster preparedness. The training included hands-on training in fire safety, light search and rescue, and disaster medical operations.

At its conclusion, and after a hands-on final practical exercise testing their new skills, each student earned a certificate indicating that they have been trained in these basic skills which will allow them to join CERT groups throughout the region and better help their friends, neighbors, and the public in the event of an emergency. Some of those newly certified CERT participants have already taken the initial steps to become State-certified volunteer emergency workers and will be further enhancing their skills and experiences as members of NEMCo.

II. Internal City Information

Passport Services

During the month of February, we processed 337 passports with 182 photos, for a total revenue of \$15,425. By way of comparison, in February 2022 there was a revenue of \$12,146.

Month	Passport Revenue	Photo Revenue	Total
February	\$11,795	\$3,640	\$15,425

Records Requests

For February, there were 13 police department record requests made, along with 12 public records requests made. From February, there are still two open records requests, and in total, staff has spent over 50 hours on records requests. There are still two open requests from 2022, one of which staff has spent over 300 hours fulfilling.

III. Council Information

IV. Response to Citizen and Council Comments

V. Contract Reporting

Two contracts were administratively approved during the reporting period: AG-23-010, WA Department of Licensing relating to fee increase authorized by Ordinance 1257, adopted on 11/17/2022; and AG-23-012, Johnson Controls for HVAC maintenance.

VI. Legislative Update

VII. Community Events

VIII. Upcoming City Sponsored Events

IX. Meetings Calendar

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

April 4, 2023, 7:00 PM @ City Hall and via Zoom

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

April 5, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[Planning Commission Regular Meeting \(hybrid meeting\)](#)

April 11, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[North King County Coalition on Homelessness](#)

April 13, 2023, 1:00 PM - 2:30 PM

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

April 13, 2023, 6:00 PM - 7:00 PM @ City Hall and via Zoom

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

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