City Administrator Report

City of Lake Forest Park

Date: August 10, 2023

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

CC: Honorable Mayor Jeff Johnson

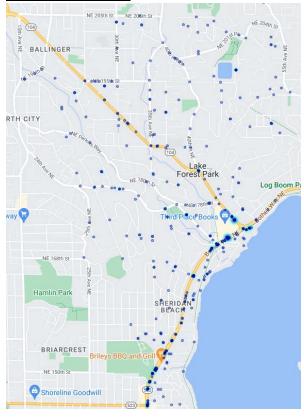
Leadership Team

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



Police incidents heatmap for **July 2023**:

Each blue dot is an incident generated by dispatch or an officer. This map represents **XXX** incidents in **July**.

Suspicious Circumstances	63
Parking	24
Welfare Check	22
Alarm	20
Warrant LFP	17
Theft	15
Disturbance	15
Traffic Accident	13
Trespass	10
Animal	7
Graffiti	7
MV Theft	6
Fireworks	6
Hit and Run	4

Notable Incidents

A Lyft driver reported an incident of ID theft and fraud to the police. According to the driver, someone claiming to be a "Lyft Manager" had reached out to him and requested his personal information. Subsequently, the driver discovered that he had fallen victim to identity theft.





An unknown subject torched a "Port A Potty" that was located at the Horizon View Park. No leads at this time. Investigation is ongoing.

Officers responded to a residential burglary where the suspect was able to open the garage door and steal some items from the garage. No leads at this time.

The police received calls from concerned citizens regarding an "artist" playing the flute using a speaker at the ARCO station. When the gas station employee requested her to leave, the artist refused. However, the officers were successful in persuading the artist that the ARCO station was not an appropriate venue for her performance, and she eventually moved along.

Officers assisted Bothel PD officers with a residential burglary in progress.

A subject tried to leave Ross with a shopping cart full of unpaid merchandise. As soon as the subject saw our officers approaching the store, he decided to drop the shopping cart and run.

Officers recovered a stolen vehicle on 191st Street.

Officers were able to catch a dog who had decided to go for a run without the owner.





A smart car driver was pulled over on Bothell Way NE for excessively speeding at a staggering 80 mph. Due to the dangerous and reckless behavior, the driver was promptly arrested and issued a citation for Reckless Driving.

Officers were dispatched to conduct a welfare check, and upon reaching the location, they discovered that the individual in question had passed away approximately 10 days prior to the

welfare check call. There were no signs of foul play, and the likely cause of death appeared to be related to medical issues.

Officers responded to a disturbance call at Mod Pizza. A transient who was carrying a knife was harassing some customers. He was arrested and trespassed.

Officers trespassed from Planet Fitness a subject who was caught smoking methamphetamine in the gym bathroom.

A fatal collision occurred at the intersection of Ballinger Way NE and 190th Street, involving a motorized scooter and a vehicle approaching from the opposite direction. Regrettably, the collision resulted in the death of the scooter rider. The preliminary investigation revealed that the driver of the vehicle was not speeding and was not under the influence of any substances.

Officers responded to a hit & run incident where a driver hit a mailbox and a street sign. No leads at this time.

National Night Out



The National Night Out was once again a resounding success! Our dedicated officers, supervisors, and NEMCo volunteers actively participated in more than 30 events. We distributed LFPPD & City brochures to citizens, engaged in meaningful discussions about the complexities of modern policing, and patiently answered numerous questions. The feedback from citizens was overwhelmingly positive, with many expressing their sense of security in Lake Forest Park. We addressed

concerns regarding property crime, speeding enforcement, and parking issues, reassuring the community of our commitment to their safety. The kids were thrilled with the gift bags and they thoroughly enjoyed exploring our patrol vehicles. Overall, the event was exceptionally well-received and truly accomplished its goals.

NEMCo

This week, NEMCo attended National Night Out events in both Lake Forest Park and Kenmore. In Lake Forest Park, volunteers paired up with police officers to visit various block parties and share information on disaster preparedness and upcoming events. In Kenmore, volunteers staffed the NEMCo tent and shared similar information while also hosting demonstrations on the neighborhood GMRS radio network and drone programs that are in the early stages of development. In total, NEMCo handed out approximately 200 pre-stuffed bags containing disaster preparedness information, 'HELP/OK' signs for use in homes and vehicles, as well as newly reformatted flyers on the CERT and RACES volunteer groups.

On August 12, NEMCo will also be coordinating with Shoreline Fire Department to host a Fire Fighter Rehab class for its volunteers. During this training, volunteers will learn how to help supplement fire department staff during disasters by facilitating a safe place for fire fighters to rest during extended operations. Building on the nationally recognized CERT module on this topic, NEMCo will be tailoring this training to meet the needs of Shoreline Fire Department and touring their rehab unit to become familiar with the equipment they may be asked to work with during events.

Public Works Department

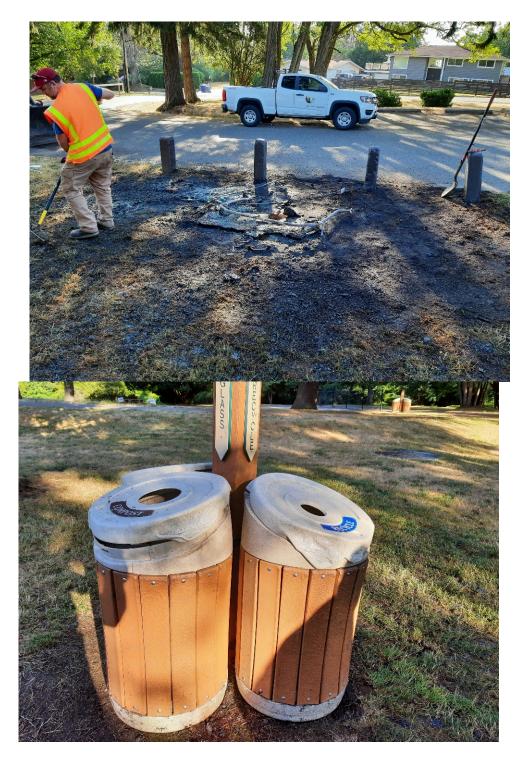
Octavia Bulter Honorary Street Dedication

With over 100 residents in attendance, 37th NE Avenue between NE 162nd Street and NE 165th Street, received an honorary street name for the prolific science fiction writer, Octavia Butler.



Park Damage

Public Works crews cleaned up a scene at Horizon View where a porta potty and receptacles were destroyed by fire.



Pavement Markings

King County performed their annual refresh for pavement markings that have been identified below the acceptable thresholds.



Building Department

July permitting numbers are as shown below:

3RD QUARTER Jul-23						
New Single Family Home	0	\$0.00				
New Multi-Family Home	0	\$0.00				
Alteration, Remodel, Addition	17	\$11,436.93				
Mechanical	22	\$5,438.40				
Plumbing	7	\$2,611.29				
Right of Way	7	\$3,524.40				
Sewer	6	\$6,823.70				
Clear & Grading	0	\$0.00				
Sound Transit ROWs - 0 permits - \$0						
Total	59	\$29,834.72				

2023 Annual Paving Program

In preparation for the upcoming paving work, Public Works crews uncovered a significant piece of timber approximately 18" under the soon-to-be-paved roadway on NE 187th Avenue between 35th Avenue NE and 37th Avenue NE.



II. Internal City Information

Passport Services

During July, we processed 271 passports with 149 photos for a total revenue of \$12,405. By comparison, in May 2022, there was a revenue of \$18,283. In May 2022, we processed 393 applications with 283 photos. Unfortunately, we had a few agents off during this month, which accounts for the lower number of applications processed this year.

Month	Passport Revenue	Photo Revenue	Total
May	\$9,485	\$2,920	\$12,405

Public Records

For July, there were 12 police department record requests made, along with 11 public records requests made. The staff has spent over 38 hours on records requests with three public records requests still open.

Staff also sent 11 boxes of records to the Washington State Archives for storing, and we destroyed 18 boxes of records in accordance with the retention schedule.

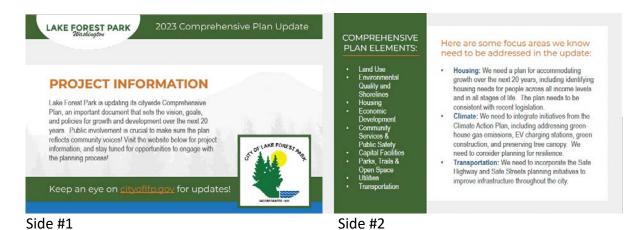
III. Council Information

	2016	2017	2018	2019	2020	2021	2022	2023
ADU Permits	1	1	0	1	4	0	4*	1**
 One complete, three under construction 	n							
** In plan review								

IV. Response to Citizen and Council Comments

V. Contract Reporting

The contract for the Comprehensive Plan Update with SCJ Alliance is before council August 10, 2023. To take advantage of getting the word out early for this project, the post card below was distributed during National Night Out. Thanks to PD for helping with this effort!



VI. Legislative Update

VII. Community Events

Picnic in the Park is back! Help the City in celebrating our LFP community on Saturday, September 9, 2023, from 10:00 a.m. to 3:00 p.m., at Pfingst Animal Acres Park! Join with family and friends for music, booths, kid's attractions and activities, food trucks, and more! We look forward to seeing you there!

VIII. Upcoming City Sponsored Events

Go Electric! Keep Calm & Solar On

August 17, 2023, 6:00 PM @ The Hangar

The Cities of LFP, Kenmore, and Shoreline are partnering together to host a GO ELECTRIC! workshop series! In the second session, learn from local contractors and neighbors how installing solar panels can save you money, add value to your home, and reduce your carbon emissions. We'll review the upfront costs, discounts, and rebates available to you!

City Hall Closed (Labor Day holiday)

September 4, 2023, 9:00 AM - 5:00 PM

IX. Meetings Calendar

City Council Committee of the Whole Special Meeting (hybrid meeting)

August 14, 2023, 6:00 PM - 7:30 PM @ City Hall and via Zoom

CANCELED City Council Budget & Finance Committee Meeting

August 17, 2023

CANCELED City Council Committee of the Whole Meeting

August 21, 2023

Parks and Recreation Advisory Board Meeting (hybrid meeting)

August 22, 2023, 7:00 PM @ City Hall and via Zoom

CANCELED City Council Regular Business Meeting

August 24, 2023

Climate Action Committee Meeting (hybrid meeting)

September 5, 2023, 7:00 PM @ City Hall and via Zoom

Tree Board Meeting (Hybrid)

September 6, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom

Planning Commission Regular Meeting (hybrid meeting)

September 12, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom

North King County Coalition on Homelessness

September 14, 2023, 1:00 PM - 2:30 PM

City Council Work Session (hybrid meeting)

September 14, 2023, 6:00 PM - 7:00 PM @ City Hall and via Zoom

City Council Regular Business Meeting (hybrid meeting)

September 14, 2023, 7:00 PM - 9:00 PM @ City Hall and via Zoom