

City Administrator Report

City of Lake Forest Park

Date: September 10, 2026

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

From August 4 – September 1, 2026, Lake Forest Park Police Department Patrol Officers, Detectives, and Support Services Officers responded to a total of 854 calls for service. These calls included both incidents dispatched by NORCOM and officer-initiated activities. The breakdown below summarizes the types of calls handled during this reporting period:

- 49 Behavioral Health Incidents
- 18 Disturbances
- 7 Domestic Violence Incident
- 5 Hit & Runs
- 2 Suicide/Suicide Attempt
- 39 Suspicious Incidents
- 11 Thefts/Forgeries
- 3 Drug Investigations
- 16 Warrant Arrests
- 114 Requests for assistance (by community members, fire department, other police agencies, etc.)
- 474 Traffic stops, traffic accidents and traffic related calls
- 116 Miscellaneous calls (alarms, foot patrol, property lost & found, animal problem, etc.)

Lake Forest Park



Traffic Safety

August 2026

Traffic Stops	413
Traffic General	54
Traffic Collisions	11
Traffic Abandon	7
DUI	1
Impounds	3

Fleeing motorcycle.....not today!

- On July 20, a small motorbike was seen by two officers traveling in the bus lane westbound at the 17500 block of SR 522. The small motorbike turned onto Ballinger Way NE, where it was observed not having a license plate. The officers observed the driver looking back at them, then proceeding to veer between other vehicles and the curb and eluding. The officers tried to initiate a traffic stop, but the motorcyclist continued to drive away. The officers then passed the stopped vehicles on the left and were able to position their patrol car in front of the small motorbike, where the subject then stopped. The driver, who originally refused to provide identification, was eventually identified and charged with RCW46.20.500, no motorcycle endorsement; 46.61.165.A, HOV lane violation; 46.30.020, operating a motor vehicle without insurance; and 46.16A.030.2, operating a vehicle without current registration and plates.

1, 2, 3... strikes you're out!

- A little after midnight, a vehicle was stopped for not having their lights on and the driver was found to have expired registration and no insurance.
- A vehicle was pulled over for not having a license plate. They were found to be an Uber Eats delivery driver who did not have a valid driver's license. The driver was instructed to finish their delivery and have someone come pick them up.
- A vehicle was observed failing to stop at a stop sign, then found to have no insurance and a suspended license.

Collision:

- On August 14, a vehicle traveling northbound from Beach Dr. onto Ballinger Way NE at Ballinger Way/Bothell Way stopped at the light, then proceeded to drive into the crosswalk, preparing for a right hand turn onto northbound 522, when it collided with a

bicycle traveling southbound on the Burke Gillman Trail. There were no apparent injuries.

The Roundabout Journey:

- During “day 2” of the southbound 40th PL NE closure, one officer made 7 traffic stops in a short amount of time, sitting in the closure. While in the middle of a traffic stop, a driver disregarded the closure and the officer’s presence. The vehicle was stopped and educated. Multiple officers have been conducting emphasis at this location to educate and enforce as needed.

Emphasis Patrol:

- 19800blk of 55th Ave NE - Posted speed limit is 25mph, average speeds between 33-45mph
- 19000blk of 35th Ave NE - Multiple stops made with violations between 37 and 48 mph
- 15500blk of Bothell Way NE - 55 and 64 mph
- 18500blk of Ballinger Way NE - 45mph

Notable speed violations:

- A vehicle was caught traveling 58mph in a 20mph zone
- 15300blk of Bothell Way NE 59mph in a 35mph zone
- 41st Pl. NE and NE 197th St. - 41mph
- 17200blk of Bothell Way NE - 83mph

II. Internal City Information**III. Council Information****2026 Election information**

On August 24, the King County Director of Elections issued an order placing the City’s Proposition 1 on the November ballot. The Order and key dates are attached. The local voters’ pamphlet and ballots will be mailed on October 14, 2026. The Vote Center opens on October 14.

Community Development and Public Works

Sound Transit BRT - Sound Transit is seeking local development and building permits for a proposed Bus Rapid Transit project in the City of Lake Forest Park along SR522. Acquisitions of additional right-of-way have occurred over the past years and appear to now be accomplished. The development and building applications required by adopted Lake Forest Park Municipal Code prior to commencement of construction are now being submitted to the City. In summary, the proposed project likely includes:

Lake Forest Park Primary Improvements:

- Three paired station locations:
 - NE 153rd St Station (SR 522 and NE 153rd St).
 - NE 165th St Station (SR 522 and NE 165th St).
 - Ballinger Way Station (SR 522 and Ballinger Way NE).
- Adding a dedicated bus lane for the entire length of the project segment.
- Adding stormwater infrastructure and utilities.
- Building a new sidewalk and planting strip on the east side of SR 522 for safe pedestrian access.
- Building retaining walls along the west and east sides for sections of SR 522 between NE 147th St and 41st Ave NE.
- Adding a connection to the Burke-Gilman Trail at 41st Ave NE to allow for continuous pedestrian access from NE 145th St to Ballinger Way NE.

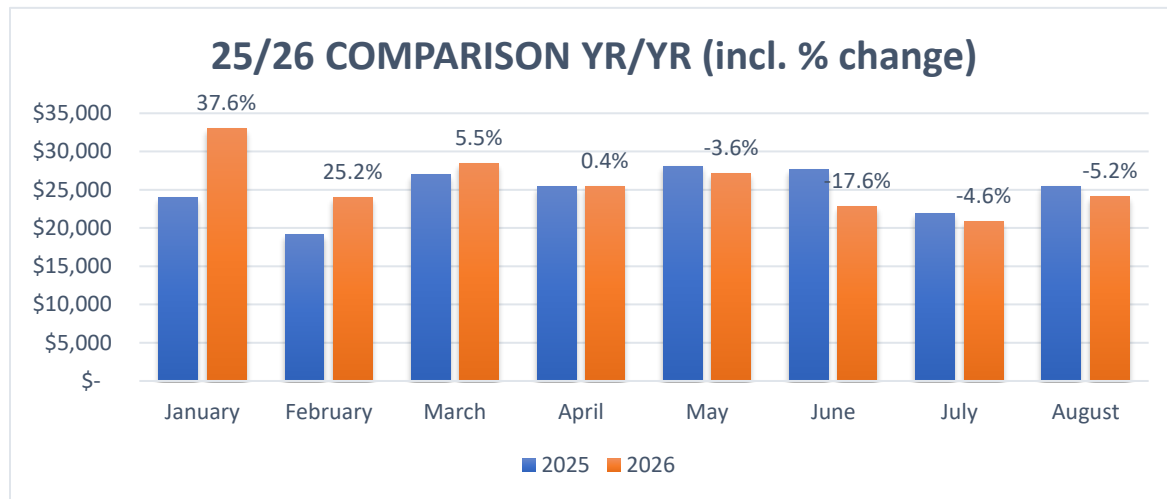
Sound Transit communicated in late June 2026 that they anticipate submitting one right-of-way excavation permit application, one right-of-way tree removal permit application, ten major critical area permit applications, forty-one right-of-way retaining wall permits, forty-one grading permits, and approximately ten building/demolition permits.

As of the writing of this update, the City has formally received one right-of-way excavation permit application, one right-of-way major tree removal permit application, four major critical area permit applications, and four right-of-way retaining wall permits. Each of these applications is active under procedural completeness review by staff and technical review/distribution has not occurred. As applications may be deemed complete, staff will prepare for the extensive required public noticing of a review and comment period(s) as determined by the code permit types and regulations.

Passport Services

Passport applications over the summer months have trended slightly down year-over-year but have generally remained steady. In August 2026, agents processed 467 applications and took 327 pictures bringing in \$24,160. This is slightly down from 2025 with 526 applications, 354 pictures, and \$25,490 in revenue.

Graph below.



IV. Response to Citizen and Council Comments

V. Contract Reporting

AG-26-038: Public Safety Testing Investigations, NTE \$5,000

AG-06-002 renewal: American Society of Composers, Authors, and Publishers, \$464

AG-16-057 renewal: Esri, \$2,134

VI. Legislative Update

VII. Community Events

VIII. Upcoming City Sponsored Events



IX. Meetings Calendar

North King County Coalition on Homelessness

September 17, 2026, 1:00 PM - 2:30 PM

City Council Budget & Finance Committee Meeting (hybrid meeting)

September 17, 2026, 6:00 PM - 7:30 PM

City Hall and via Zoom

City Council Committee of the Whole Meeting (hybrid meeting)

September 21, 2026, 6:00 PM - 8:00 PM

City Hall and via Zoom

City Council Regular Meeting (hybrid meeting)

September 24, 2026, 7:00 PM - 9:00 PM

City Hall and via Zoom

City Council Special Meeting (hybrid meeting)

September 28, 2026, 6:00 PM - 8:00 PM

City Hall and via Zoom