

City Administrator Report

City of Lake Forest Park

Date: May 8, 2025

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

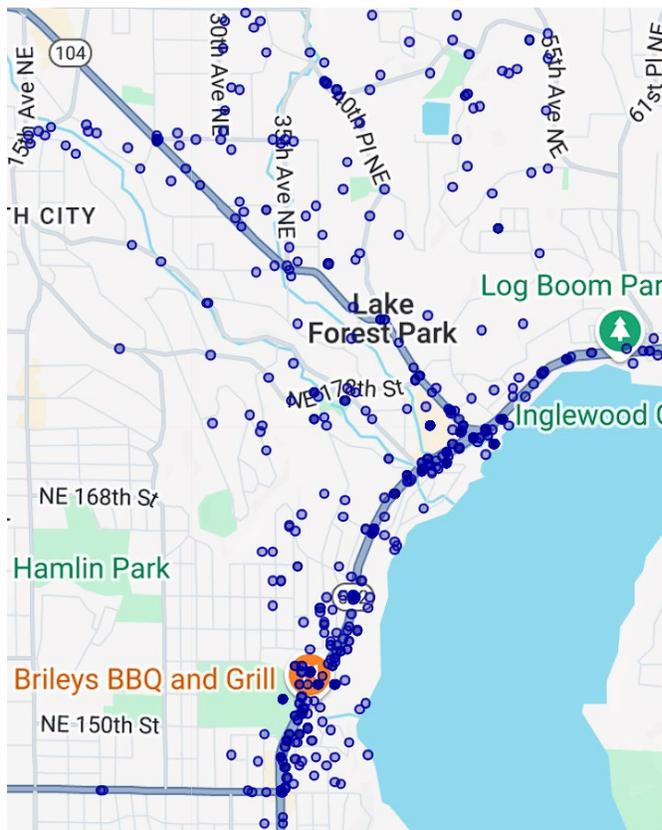
CC: Honorable Mayor Tom French
Leadership Team

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



Police incidents heatmap for April 2025:
Each blue dot is an incident generated by dispatch or an officer.

This map represents **917** Call Incidents in **April**

Traffic General	375
Questionable Activity	44
E911	43
Contact of a Person	34
Theft	26
Warrants	23
Traffic Collision	10
Welfare Check	10
Behavioral Health	6
Disturbance	6
Area Check	6
Noise Complaint	5
Order Service	5
Trespass	4
Vehicle Theft	3

Case Reports Taken for April 2025

Theft	12
Trespass	8
Warrant Arrest	4
Informational report	2
Behavioral Health	2
Assault	2
Order Violation	2
Child Protective Services	2
Domestic	2
Adult Protective Services	2
Recovered Property	1

Death Investigation	1
DUI	1
Disturbance	1
Found Property	1
Malicious Mischief	1
Stolen Property	1
Missing Person	1
Fraud	1
Vehicle Prowl	1
Civil Dispute	1
Harassment	1

Total – 50

Notable Incidents:

Assist

LFPPD Officers assisted the fire department at the Chevron Gas Station with traffic control (propane tank leaking).



LFPPD Officers (one patrol officer and one SWAT operator) assisted Edmonds PD with a barricade subject. Our officer provided coverage with a less lethal tool (40mm launcher). SWAT deployed a flashbang, and the subject surrendered. <https://www.shorelineareanews.com/2025/04/standoff-in-ballinger-neighborhood.html>

Thefts

Officers responded to an attempted theft of alcohol at Safeway. The store manager recovered the stolen items, and the juveniles left before the officer’s arrival.

Another attempted theft of alcohol at Safeway. This time the juvenile suspect ran from the store, fell, and broke the bottle of wine that he had just stolen. Officers conducted an area check but could not find him.

Two subjects tested demo bikes at the Amped Adventure store and did not bring them back. No suspects’ information.

A subject stole a bottle of tequila from Safeway. The reporting party was uncooperative and rude with dispatch, resulting in no usable suspect description being provided to responding officers. No leads at this time.

Theft in progress at Safeway. Officers responded and quickly caught, charged, and trespassed both suspects.

Animal problem

A serious dog attack occurred on the Burke-Gilman Trail involving an unleashed and aggressive dog that attacked another dog. Unfortunately, the injured dog had to be euthanized due to the severity of its injuries. The attacking dog was taken to a veterinarian, where it was identified through a microchip. LFPPD officers contacted King County Animal Control, which conducts the investigation.

Adult Protective Services

Officers responded to a possible elderly abuse. This case was sent to detectives for follow-up and investigation.

Harassment

Disagreement between two neighbors. Some vague "threats" were made by one of them, but the versions are inconsistent. The investigation is still in progress.

Behavioral Health

A subject with multiple mental health issues came from Seattle to the Sheridan Market to call 911. Officers responded, and he stated that he was assaulted in Seattle, he had now pain in his head and was hearing voices. The subject was transported to the Hospital.

Officers responded to a person in crisis and out of control in his residence. There was not enough evidence to ITA the subject, but the officers were able to calm him down. RCR was advised of the incident.

Disturbance

Officers responded to the Safeway store because a subject was yelling for no reason inside the store. He was ultimately trespassed by Safeway.

Officers contacted five individuals at Horizon View Park at 1:00am. While no criminal activity was observed, they were warned for being in the park after hours.

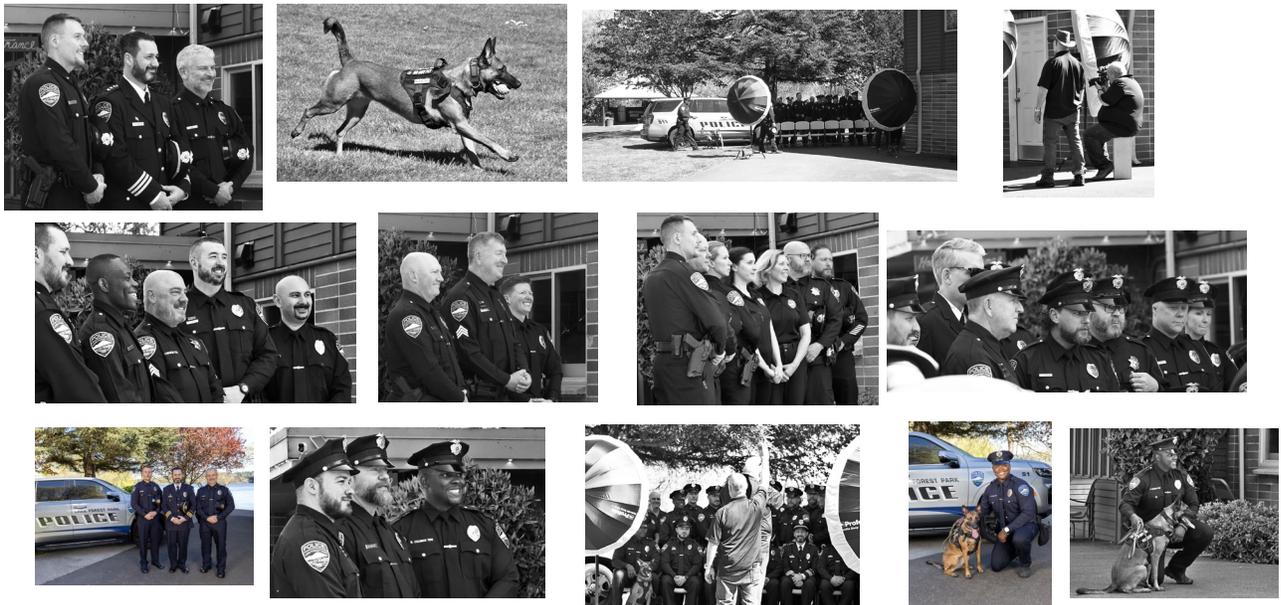
An unknown person who called himself "police auditor" came to the PD and started to record our vehicles, our building, and our officers. He made obscene gestures towards the officers several times. One of the officers explained that he was being audio and video recorded via BWC and the subject left.

Police Department Photos and Award Ceremony.



On April 17th, all police personnel participated in the department's biannual group and staff photo session. The event was generously sponsored by the North Sound Police Foundation, featuring food from Briley's BBQ and The People's Burger food truck.

Following the meal and photo session, Chief Harden hosted an awards ceremony recognizing staff achievements from 2023 and 2024. The event was well-attended by Mayor French, police volunteers, and police family members. As part of the day's activities, Support Officer Johnson delivered a presentation on health and wellness, focusing on the importance of body movement.



The Police Department Award Winners:

2023

Employee of the Year:	Detective Craig Teschlog
Chiefs Award:	Sgt. Jason Becker
Top Gun Award:	Ofc. Juan Robles
Pro-Active Award:	Ofc. Jayson Benson
Community Appreciation Award:	Lake Forest Park Rotary
Community Appreciation Award:	LFP Nekter Juice Bar
Community Policing Award:	Lt. Diego Zanella
Commendation Award:	Records Specialist Kelsey Altus
Commendation Award:	Ofc. Brandon Carlsrud
Commendation Award:	Ofc. Juan Robles
Unit Citation:	Records Specialist Kelly Vedders
Unit Citation:	Records Specialist Kelsey Altus
Unit Citation:	Detective Craig Teschlog
Unit Citation:	Ofc. George Coleman
Unit Citation:	Sgt. Jerome Walker

2024

Employee of the Year:	Records Specialist Kelly Vedders
Chiefs Award:	Det. Jason Czebotar
Chiefs Award:	Ofc. Jayson Benson
Top Gun Award:	Ofc. George Coleman
Pro-Active Award:	Ofc. Samantha Gouin
Community Appreciation Award:	North Sound Police Foundation
Community Appreciation Award:	Iko Knyphausen
Community Policing Award:	Sgt. Maurice "Red" Parrish
Community Policing Award:	Support Ofc. Christian Hansen
Commendation Award:	Ofc. Francisco Montague
Commendation Award:	Ofc. George Coleman
Commendation Award:	Ofc. Scott Benjamin
Commendation Award:	Ofc. Juan Robles
Unit Citation:	Commander Diego Zanella
Unit Citation:	Commander Ross Adams

II. Internal City Information

Human Resources:

- **Staffing Updates:**
 - Oral board interviews were conducted with lateral and exceptional level Police Officer candidates. A Civil Service Commission meeting was held on April 30th, certifying updated eligibility lists.
 - Interviews were also conducted for a Maintenance Worker position, Seasonal Maintenance Worker position and the Court Clerk vacancy.
- **City Wellness:** Two wellness challenges have been launched: (1) Bike Everywhere Month and (2) Trailblazers Challenge. Each year City Administrator Hill champions “Bike Everywhere Month” and staff join his team. Together they log hundreds of miles! City Clerk McLean is leading the AWC walking challenge again this year; participating staff track their activity level and compete as a team against other cities. Thank you to both wellness champions for leading these events again this year!
- HR Director Moore and City Administrator Hill will be attending AWC’s Labor Relations Institute (LRI) conference May 7 – 9. This is a very informative conference that focuses on human resource and labor relations topics tailored for the public sector.

Finance & Information Technology Department

During April the Finance Director attended the Washinton Public Treasurer’s Conference in Lake Chelan where the focus was Artificial Intelligence. Overall, the conference was an eye-opening perspective, especially at a Finance Conference where majority of us have been conditioned through the course of our career experiences to lean into paper. As always, it was great to continue increasing the expansion of the network of fellow Finance Professionals to call on in times of need.

The Finance Department is working diligently on the City’s annual financial report that is due 150 days following the first of the year and is submitted electronically through the Washington State Auditor’s website. The due date is May 30th and I am proud to give Trish Andrus, Accounting Supervisor, a shoutout for completing the majority of the required schedules as we are close to having the City’s annual financial report fully completed for fiscal year 2024.

Municipal Services Department

Passport Services

During March, we processed 541 passports and took 401 photos, generating total revenue of \$26,995. In comparison, March 2024’s revenue was \$18,135.

In April, we processed 520 passports with 359 photos, generating total revenue of \$25,380. In comparison, in April 2024, the revenue was \$22,690.

Passport Revenue

Month	Passport Revenue	Photo Revenue	Total
March	\$18,935	\$8,020	\$26,995
February	\$18,200	\$7,180	\$25,380

III. Council Information

IV. Response to Citizen and Council Comments

V. Contract Reporting

No new contracts to report.

VI. Legislative Update

Sine Die Report

April 27, 2025

The Legislature adjourned sine die at 6:32pm on the 105th day of session, April 27. The final week of the legislative session was filled with sadness, tension, and procedural commotion.

Legislators have been completing their final tasks on bills and budgets while [mourning the passing](#) of Sen. Bill Ramos (D-Issaquah). House Republicans utilized several procedural maneuvers to oppose revisions to parents’ rights in schooling, rent regulation, and the closure of two facilities that serve individuals with developmental and intellectual disabilities. Additionally, Rep. Jeremie Dufault (R-Selah) was banned from voting on the House Floor after yelling at the Speaker following a procedural ruling. Legislators on both sides of the aisle expressed an array of emotions as they voted on one of the largest tax increases the state has seen since the 1990s.

Now that the Legislature has adjourned, the Governor has 20 days to sign bills and budgets into law that were delivered to him in the final five days of the legislative session. The Governor has the authority to veto the entirety of bills and veto full sections of bills; the Governor does not have the authority to veto specific sentences. Click [here](#) to track the Governor’s bill action.

Funding Requests

City Request	House Proposal	Senate Proposal	Final Budget
\$1 million for Lakefront	\$0	\$1 million	\$1 million

Park			
\$1.05 million for 40 th Place NE/ SR 104 Roundabout	\$0	Included on a list of projects eligible for future funding if revenue is available	\$0 (no new funding included for any project)
SR 104 Complete Streets & Multimodal Connections	\$0 specifically dedicated to SR 104 but maintains funding levels for maintenance and preservation	\$0 specifically dedicated to SR 104 but increases funding levels for maintenance and preservation	\$0 specifically dedicated to SR 104 but slightly increases funding levels for maintenance and preservation

Final Budgets

2025-27 Operating Budget: The Legislature faced a \$15 billion Operating Budget deficit over the next four years, largely driven by a nearly \$11 billion increase to maintain current programs and meet statutory requirements for program expansion. However, revenue growth has slowed. Between fiscal year 2022-24, revenues grew 5.2 percent annually; starting in fiscal year 2025, the annual growth rate is expected to reduce to 3.5 percent.

The final 2025-27 Operating Budget relies on a combination of program cuts and \$4.4 billion in revenue from new tax increases. Over the four year outlook, the new taxes will generate \$9.5 billion in revenue. In the 25-27 budget, \$6.8 billion is allocated to maintain existing services such as K-12 staff salary inflation, and forecasted caseload and per-capita costs in child care, low-income medical assistance, and long-term care services. The budget leaves \$2.3 billion in reserves, including \$2.1 billion in the Budget Stabilization Account, often referred to as the Rainy Day Fund. Some notable components of the proposed Operating Budget include:

- All state-shared revenues are maintained, including liquor profits and taxes, cannabis taxes, county criminal justice assistance, and the city-county assistance account.
- \$288 million is swept from the Public Works Assistance account
- \$27.2 million is allocated to the Office of Public Defense for grants to counties and cities (cities receive about 10 percent of these funds)
- \$18 million for legal aid for indigent immigrants
- \$25 million for utility assistance for low-income households
- \$60 million in community reinvestment grants
- \$62 million for the building, operation, and maintenance of permanent supportive housing costs; \$117 million for the operation of homelessness housing programs, including shelter; \$100 million for Consolidated Homelessness Grants; \$90 million to house individuals residing in encampments
- \$200 million for the Covenant Homeownership Program
- \$18 million in GMA Implementation Formulaic Grants (previously \$20 million was allocated)

- \$2.75 million for World Cup enhanced public safety

2025-27 Capital Budget: The 2025-27 Capital Budget appropriates \$4.5 billion in new bond capacity and \$7.5 billion in total funds, including cash, federal funds, and other revenue sources. The Capital budget provides investments in infrastructure that are relevant to local governments, including:

- \$605 million for the Housing Trust Fund
- \$365 million for the Public Works Assistance Account to finance infrastructure projects for cities, counties, and special purpose districts
- \$81 million for the Community Economic Revitalization Board to assist communities with financing publicly owned economic development infrastructure improvements to encourage new business development and expansion.

2025-27 Transportation Budget: Prior to session, budget writers indicated that the Transportation Budget faced a \$1 billion shortfall in 2025-27 alone, and a multi-billion-dollar shortfall over the next six years, largely driven by increases in project costs.

The Legislature raised revenue to generate \$3.2 billion over the next six years. Additionally, the state transfers a portion of state sales tax revenue (.1 percent of 6.5 percent) to the Transportation Budget starting in fiscal year 2028 to generate additional money. This is more money for transportation than was proposed by the House, and less money than what was proposed by the Senate. As a result, the final transportation budget does not fund any new projects but also does not delay projects as significantly as was proposed by the House earlier in the session.

Legislation

Rent Stabilization: [House Bill 1217](#), sponsored by Rep. Emily Alvarado (D-34th LD), limits rent increases to 7 percent, plus inflation, or 10 percent, whichever is less. After the first 12 months of tenancy, it prohibits increases during the first year and establishes stricter notice requirements for rent hikes. Exemptions apply to newly constructed units (less than 12 years old), public housing authorities, nonprofit-owned properties, and certain owner-occupied units. The bill also caps security deposits and move-in fees at one month's rent, restricts late fees, and provides enforcement mechanisms allowing tenants to terminate leases without penalty for unauthorized rent increases. A challenge from the Senate Minority Leader, John Braun, forced a delay in the vote on the bill. The challenge argued that the bill was not drafted in compliance with Senate rules and violated [Senate Rule 25](#) (one subject rule). A conference committee was established to realign the lengthy bill title with the intent of the bill, making some further adjustments before final passage on the final day of session. The bill becomes effective immediately upon the Governor signing it into law.

Lot Splitting: [House Bill 1096](#), sponsored by Rep. Andrew Barkis (R-2nd LD), facilitates administrative lot splitting to expand middle housing and affordable ownership opportunities in cities under the Growth Management Act. The bill streamlines the process by allowing residential lots to be split into two through administrative review without public hearings, provided conditions such as compliance with development regulations, renter displacement

mitigation, and restrictions on further splitting are met. Cities with comprehensive plan updates due in 2027 must incorporate the requirements into their next update, while others must implement them within two years of the bill's effective date.

Civil Asset Forfeiture Reform: [House Bill 1440](#), sponsored by Rep. Roger Goodman (D-45th LD), establishes a unified framework to standardize civil asset forfeiture procedures, replacing existing processes across various statutes. Key provisions include extended deadlines for contesting forfeitures, shifting the burden of proof to seizing agencies to “clear, cogent, and convincing evidence,” protections for innocent owners and community property interests, and revenue allocation prioritizing victim restitution and behavioral health programs. The act applies to seizures occurring on or after January 1, 2026. The House concurred in Senate amendments and passed final passage on April 24 with a vote of 58-37. The Senate had passed the bill on April 23 with a vote of 28-20 after adopting floor amendments.

Public Safety Funding: [House Bill 2015](#), sponsored by Rep. Debra Entenman (D-47th LD), establishes mechanisms to enhance funding for local law enforcement recruitment, retention, training, and public safety initiatives. The bill creates a supplemental criminal justice account, a local law enforcement grant program, and authorizes a local option sales tax for criminal justice purposes. Grant funds may be used to support hiring, training, and retaining law enforcement officers, peer counselors, and behavioral health personnel, with a focus on co-response teams and community policing efforts. The House concurred in Senate amendments on April 22, and the bill passed final passage in the House with 55 yeas, 42 nays, and 1 excused.

VII. Community Events



The City's Arbor Day event on April 27, 2025, was a great success, thanks to the LFP Tree Board, Parks and Recreation Board, Secret Garden Tour, and the Climate Action Committee.

BE A SUPER HERO – COMBAT FOOD INSECURITY

PACK THE PARK

\$35
ADULTS

\$20
STUDENTS

MAY 10, 2025
**5K FUN
RUN/WALK**
9:00AM-2PM
ANIMAL ACRES PARK

**BENEFITING THE LAKE FOREST PARK FARMERS MARKET BUCKS AND
SHORELINE SCHOOLS ANGEL FUND**



Pack the Park is back! Grab your capes and your friends to join in for a 5K around Lake Forest Park. This year the funds collected will benefit the Third Place Commons Farmer's Market Bucks program and the Shoreline School District Angel Fund-which pays off negative school lunch balances.

After our 5K Fun Run/Walk, join us in the park for food, games and the rocking sounds of Lago Vista Social Club till 2:00PM. It's fun for all!

Sign up here <https://runsignup.com/.../LakeForestPark/PackThePark5kFunRun>

Recycling Collection Event with the City of Kenmore Saturday, May 31, 2025

The Cities of Lake Forest Park and Kenmore are partnering for a combined Recycling Collection Event! Take a look at the [Event Flyer](#) to view the full list of what you can and cannot bring. Please be aware fees do apply for certain items. The collection event will take place Saturday, May 31, 2025 from 9:00 a.m. to 3:00 p.m. at [Northlake Lutheran Church](#).

Items you can bring ([please view the event flyer for full details and information](#)):

- Tires*
- Propane Tanks*
- Appliances & Scrap Metal*
- Porcelain Toilets & Sinks*
- Lead Acid & Household Batteries
- Mattresses*
- Paper Shredding (4 box limit)
- Clean Bulky Wood
- Refrigerators & Freezers*

*Fees apply

Please note: No flat beds or dump trucks allowed. We reserve the right to refuse over-sized, commercial, contaminated, excessive, or unacceptable loads.



Grab your tickets for the Secret Gardens of Lake Forest Park, Tour and Garden Market Saturday, June 14th! City will be hosting a table at the Town Center, stop by and say hi!



SHORELINE FIRE DEPARTMENT

OPEN HOUSE

PANCAKE BREAKFAST & SAFETY FAIR

The event will run from 9:00 am until 12:00 pm
and will include a free pancake breakfast (9 to 11).

SATURDAY, JUNE 7

9:00 am – 12:00 pm

- ✓ **Challenge Course for Kids**
- ✓ **Tour the Fire Engine, Aid Car and Rescue Truck**
- ✓ **Live Firefighter Demonstrations**

The safety fair will include:

- King County Library
- Kenmore & Lake Forest Park PD
- Northshore Utility District
- Certified Car Seat Technicians
- Additional Exhibitors with Valuable Health & Safety Information



Vehicle Extrication & Hose Demo



Kid's Challenge Courses



Hands Only CPR



Teddy Bear Clinic (Bring Your Own Bear)

STATION 51 – 7220 NE 181st Street, Kenmore

www.ShorelineFire.com | [f /ShorelineFire](https://www.facebook.com/ShorelineFire) | [@ /shorelinefiredepartment](https://www.instagram.com/shorelinefiredepartment)

Join the Pancake Breakfast & Safety Fair Saturday, June 7th, City will be hosting a table, stop by and say hi!



Miyawaki Urban Forest

HISTORY PROJECT

POLLINATOR PARTY

Saturday, May 31st—3 pm to 5 pm

Celebrate the essential role of pollinators!

- Make a seed bomb
- Talk with pollinator experts
- Come dressed as your favorite pollinator
- Make a pollinator mask
- Go on a Miyawaki Forest tour

3 pm - 4 pm—Mosquito Fleet
Bluegrass Music

4 pm - 5 pm—Eric Ode
Children's Singer/Entertainer

Enjoy refreshments, friends, learning and fun in our young springtime forest!

<https://shorelinehistoricalmuseum.org/exhibits-to-see/miyawaki-forest/>

Shoreline
Historical Museum
HERITAGE CENTER @ SHORELINE
Lake Forest Park | North Seattle | Shoreline
18501 Linden Ave N, Shoreline
Bus Routes nearby: E-line and 348



Lake Front Park Workshop #4
June 11, 2025

Join us for the fourth Community Workshop on Wednesday, June 11th, in the Council Chambers of LFP's City Hall. This is an open house event with activities for all ages. Stop by anytime between 5:30 p.m. and 7:30 p.m. The design team will share updates on the park design, and the community will be invited to share their priorities for the park.

Your input is essential to the design of Lake Forest Park's future public lakefront park! Be sure to visit the project website for more information on the project, sign up to receive email updates, and go on a virtual tour of the park!



Save the date!

Community Workshop #4

The next community meeting will occur on Wednesday, June 11, 2025. The design team will share updates on the park design and the community will be invited to share their priorities for the park. The workshop will be held in Council Chambers at Lake Forest Park City Hall.

iflakefrontpark.com



VIII. Upcoming City Sponsored Events

[NEMCo Community Emergency Response Team \(CERT\) Training - Session 3 of 3](#)

May 10, 2025, 8:00 AM - 5:00 PM

[More Details](#)

[Lake Forest Park Farmers Market Opens Mother's Day](#)

May 11, 2025, 10:00 AM - 2:00 PM Third Place Commons

[More Details](#)

[Understanding Today's Youth Addiction Crisis](#)

May 24, 2025, 10:00 AM - 11:00 AM City Hall and via Zoom

[More Details](#)

IX. Meetings Calendar

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

May 12, 2025, 7:30 PM City Hall and via Zoom

[More Details](#)

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

May 13, 2025, 7:00 PM - 9:00 PM City Hall and via Zoom

[More Details](#)

[Climate Policy Advisory Team Meeting \(hybrid meeting\)](#)

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

[More Details](#)

[North King County Coalition on Homelessness](#)

May 15, 2025, 1:00 PM - 2:30 PM

[More Details](#)

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

May 15, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

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

May 19, 2025, 6:00 PM - 7:30 PM City Hall and via Zoom

[More Details](#)

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

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

[More Details](#)

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

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

[More Details](#)