

# City Administrator Report

## City of Lake Forest Park

Date: December 12, 2019

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

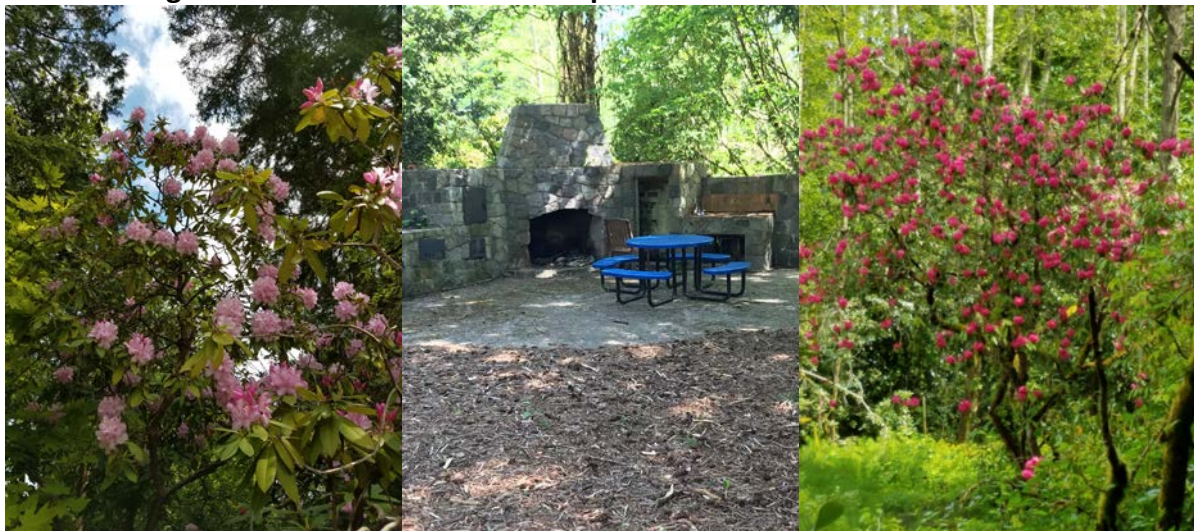
CC: Honorable Mayor Jeff Johnson  
Leadership Team

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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



At the November 14, 2019 City Council Regular Business Meeting, the Parks and Recreation Advisory Board recommended a name for the newly acquired park property at 17450 37<sup>th</sup> Ave NE (across the street of Brookside Elementary School). The recommended name was accepted and a resolution was passed officially naming the park property, Brookside Park.



Every year, Public Works prepares for the winter weather, and one of the tools used is this deicer truck. It lays thin liquid deicer lines on the travel portion of the streets.

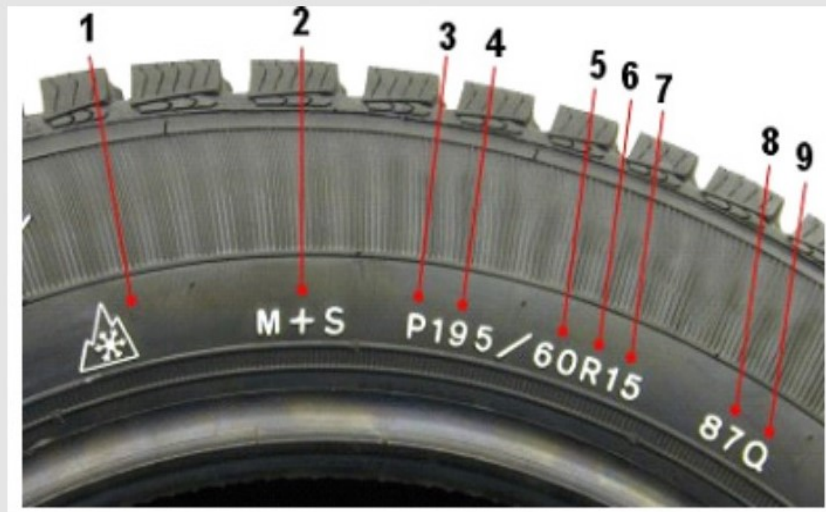


Public Works installed the Holiday lights on the trees just outside of City Hall.

## Are Your Tires Suitable for Snow?

### What is the definition of a traction tire?

An approved traction tire, whether on a four-wheel/all-wheel drive vehicle or a standard vehicle, must have at least an eighth of an inch of tread and be labeled M&S, All Season, or have a Mountain/Snowflake symbol. These tires can be used year round. When you install approved chains, any tire becomes a traction tire. For more information on your specific vehicle and its traction tire options, contact your local tire dealer.



### How to read a Tire Sidewall:

1. This is the **peaked mountain with snowflake symbol**
2. **M+S** (Mud and Snow)
3. **P** stands for Passenger vehicle (or you may find L for Light-Duty Vehicle)
4. **195** is the width of the tire in millimeters.
5. **60** is the "aspect ratio" - the ratio of the height of the sidewall to the width, expressed as a percentage.
6. **R** Means the tire has radial construction
7. **15** represents the wheel diameter in inches.
8. **87** is the load index.
9. **Q** is the speed rating.

- **Meetings**

## II. Internal City Information

## **Engineering Department Update**

Lyon Creek Culvert L60 Replacement Project: Consultant Gray & Osborne is completing plans and specifications to the 100% level and creating an engineer's estimate. It is expected that Council will be asked to authorize staff to advertise for bids at the 1/23/20 Council meeting. Temporary and permanent easements have been acquired.

Lyon Creek Culverts L80-90 Replacement Project: A draft geotechnical report has been received from consultant Gray & Osborne. First draft of a preliminary design is expected in early January 2020. WSDOT was scheduled to complete an environmental investigation of the site earlier this week, we look forward to reviewing it when received. Staff are assessing construction funding options and anticipate applying for Fish Barrier Removal Board funding for culvert L80. Other grant opportunities are being sought.

### Animal Acres Picnic Shelter

A hearing in front of the hearing examiner will occur December 12 to process the Public Agency and Utility Exception. If the outcome of this hearing is good, staff can continue to ready this project for advertisements for bids, anticipated to be in late February 2020.

### SR 104/40<sup>th</sup> Place NE Roundabout

The City was notified by the TIB that the roundabout project was successful in being included on the most recent list of funded projects with a \$2.56m grant amount. This grant coupled with the \$650,000 state transportation grant obligation received earlier this year fully funded the project. Unfortunately on the heels of receiving good news about the TIB grant, our project was put on a WSDOT list of projects for which funding is being delayed by at least six months as an outcome of the passage of I-976. This affects only the \$650k state grant, not the \$2.56m TIB grant.

As it will take some time before we are actually billing against the state grant, we could choose to pay the 20% match of TIB funds during the early design phase with City dollars until the funding delay is lifted. Alternatively, we could get a consultant under contract and then pause their progress if funding is imminent. Either of these options or others would be a Council decision.

## **Police Department Update**

### **Shop with a Cop**

On December 20, 2019, several officers from the Lake Forest Park Police Department, Shoreline Police Department, Kenmore Police Department, and WSP, will be partnering to bring the "Holiday Heroes – Shop with a Cop" program to our community. This program is sponsored by the Lake Forest Park Rotary and the LFP Police Guild.

Holiday Heroes allows a child in need the opportunity to shop with a police officer for items his/her family need during the holiday season. This year, 14 students (age 7-11) from the

Shoreline School District will participate in this fun event. At the end of the event—held at the Target store in Woodinville--officers and children will come back to the Lake Forest Park City Hall, where they will have lunch and wrap the presents. Several city employees offered to volunteer too, and they will assist the children in wrapping the gifts for their families.



### **NEMCo Update**

NEMCo completed a Hazard Mitigation Plan Annex to the County plan that will keep Lake Forest Park eligible for potential grant funding of mitigation projects over the next 5 years.

NEMCo hosted two Community Emergency Response Team (CERT) academies training residents on basic emergency preparedness and response. Additionally, we held our first ever CERT class just for teens and we graduated 26 teens this fall.

City staff received additional training this year on the use of an automated emergency notification system (Alert Northshore) and worked through an emergency exercise that had staff open the Emergency Operations Center to respond to a major earthquake.

Early in 2019 we opened our Emergency Operations Center to help coordinate the response of our staff during the snow events we experienced.

NEMCo volunteers participated in two fun runs throughout the year, the pet parade, picnic in the park and many other community events providing amateur radio support, crowd control and first aid to all the participants.



### III. Council Information

#### Summary of Tree Board Activities in 2019

- Planted one tree in Animal Acres Park for Arbor Day in April. The tree was dedicated to Mamie Bolender and her work in environmental stewardship.
- Conducted Spring Ivy Removal Project with EarthWorks and 17 property owners along McAleer Creek on Perkins Way.
  - Applied for and received \$45,000 grant from King County Council to continue Ivy Removal Project and native planting along the same riparian corridor in 2020.
  - Applied for and received \$59,000 grant from King Conservation District for forest restoration work in the upland areas of the same 17 properties in 2020.
- Applied for and received \$29,000 grant from King Conservation District to partner with Lake Forest Park Stewardship Foundation to implement a Community Forest Stewardship Program in Grace Cole Park in 2020.

- Fall street tree planting in Sheridan Beach/Sheridan Heights resulted in the planting of 30 trees on 12 residential properties.

Contact Assistant Planner Lauren Hoerr ([lhoerr@ci.lake-forest-park.wa.us](mailto:lhoerr@ci.lake-forest-park.wa.us)), who provides the staff support to the Tree Board, for more information about these projects.

#### **IV. Response to Citizen and Council Comments**

##### ***Contract Reporting***

##### **Legislative Update**

- The City's Legislative Steering Committee are meeting with our State Delegation on December 13, 2019.
- The cities of Lake Forest Park and Kenmore are holding a Legislative Sendoff for our State Delegation at Kenmore City Hall on Saturday December 14, 2019 from 10:00 a.m. – 12:00 p.m.

#### **V. Community Events**

- The Mayor, CM Phillips and City Administrator attended the NUHSA Human Services Awards at Shoreline City Hall on December 3, 2019. LFP's own Mike Dee was recognized as a Human Services Champion of the Year Nominee for "outstanding service & contributions to the health & welfare of North King County."
- **Upcoming City Sponsored Events**

State 46<sup>th</sup> Legislative District Sendoff Event  
December 14, 2019, 10:00 AM - 12:00 PM @ Kenmore City Hall