

# **City Administrator Report**

## **City of Lake Forest Park**

Date: May 14, 2020

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**

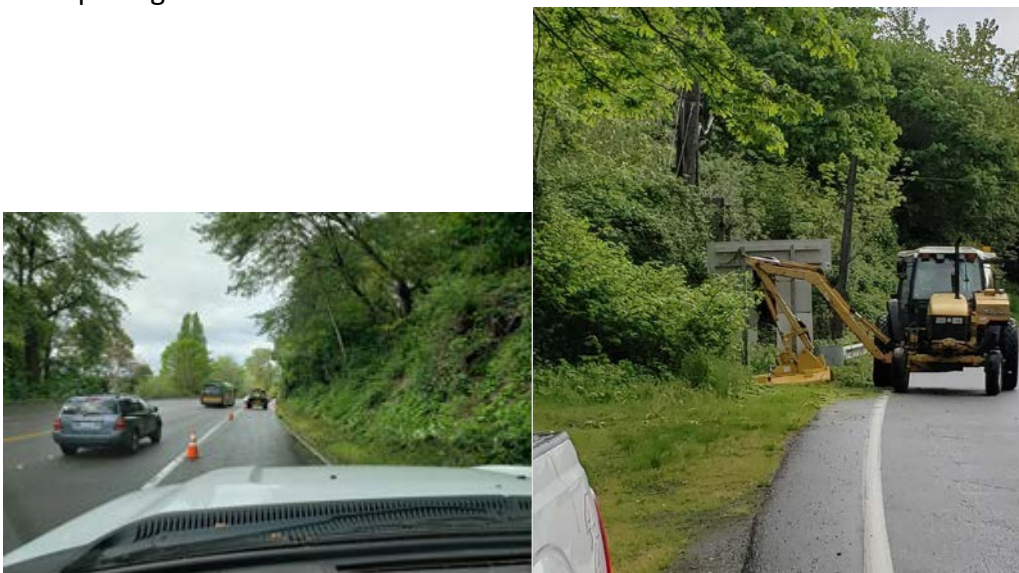
- **Meetings**

### **II. Internal City Information**

Chuck Fisher has retired as of April 30; he was a 14 Year member of the Public Works team. With the hiring freeze, we will not be filling the position until it has lifted which means that some repair work may not be accomplished this year.



Public Works is trying to take a proactive approach to street repairs with the limit budget since I-976 passage.



Vegetation management along SR-522 May 6.



KUDOS to PSE, they had a large gas main project on NE 182, 40<sup>th</sup> Ave NE and a portion of NE 178<sup>th</sup> St. after the construction they paved the enter area that was impacted from road edge to road edge. This type of partnership should be recognized, as PSE is invested in the LFP community.

### **Delay of REAL ID Act Enforcement**

The Department of Homeland Security announced in late March that they will [delay enforcing the REAL ID Act until October 1, 2021](#). This decision is expected to promote social distancing in the months ahead by reducing the number of people visiting passport and driver licensing offices to obtain compliant identification. Passed by Congress in 2005 in an effort to strengthen security standards after 9/11, the REAL ID Act had been scheduled to take effect on October 1, 2020.

When enforcement of the REAL ID Act begins, every air traveler 18 years of age or older will need a compliant form of ID in order to fly within the United States or access certain federal buildings, including military bases. There are many ID options, including a Passport book or card, or an enhanced Washington driver license or ID card. For more information, visit the WA Department of Licensing website: <https://www.dol.wa.gov/about/real-id-overview.html>.

### **III. Council Information**

Notes from the City Manager Group meeting with Sound Transit.

- 86% ridership drop.
- ST staff is meeting and reporting to the Board monthly, with a meeting scheduled for July where the Board will identify priorities based on the agencies realignment efforts.
- Board has directed staff to continue project development while also preparing for potential significant slow-down.
- ST staff is pushing for the BRT projects to continue on schedule as they are scalable projects and one of the early deliverables.
- Project design will be advancing from 10-30% by end of the year.
- ST is looking at shifting alignment to the west from 165<sup>th</sup> to the south. This may result in less severe property acquisitions.

- SEPA checklist was slated to be completed this summer but will slip a couple of months at a minimum.
- ST is working on concurrence documents for review by the Council this summer.

### **Engineering Department Update 5/6/20**

Lyon Creek Culvert L60 Replacement Project: Project construction contract documents with Redtail, LLC have been fully executed. A preconstruction conference will be scheduled for May with construction anticipated to begin in June.

Lyon Creek Culverts L80-90 Replacement Project: Design work for the LFP culverts continues apace.

#### Animal Acres Picnic Shelter

Project construction contract documents with Accord Contractors have been fully executed. A preconstruction conference will be scheduled for May with construction anticipated to begin in late May or early June.

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

A fully executed Local Agency Agreement was received from WSDOT this week. Project costs are now reimbursable from both the TIB and state capital grants. Staff is moving forward with creation of a Request for Qualifications advertisement and selection of a design consultant. Construction is scheduled for 2022.

#### Sound Transit 3

Staff continues to participate in ST's organizational meetings as they meet with residents whose homes are likely to be affected by ST3 and participate in various topics concerning design constraints, utilities, and land use. ST is currently looking at a design modification that would shift the roadway alignment for a distance south of NE 165<sup>th</sup> Street westward to take advantage of currently unused right of way. While ST has been endeavoring to only have to work on one side of the road, their property rights acquisition efforts are causing them to explore other options. If there are any questions or concerns with ST's project, those can be forwarded to the City Engineer and discussed with the ST project team.

#### PSRC Federal Funding

Staff submitted two non-motorized funding applications last Thursday, April 30, for this year's biennial competition for federal transportation grant funds under the Congestion Mitigation and Air Quality category. Staff had previously submitted screening forms on March 25 for the two projects: (1) 37<sup>th</sup> Ave. NE from 165<sup>th</sup>-178<sup>th</sup> fronting Brookside Elementary, and (2) 37<sup>th</sup> Ave. NE/NE 187<sup>th</sup> Street fronting LFP Elementary. For Non-Motorized projects, \$4.26 million is available for each of two years in King County.

Staff will be making a presentation to a project evaluation committee scoring submitted projects on May 28.

#### WSDOT Safe Routes to School Funding

WSDOT has issued their Call for Projects for Pedestrian and Bicycle Safety and Safe Routes to School grant programs. SRTS applications are due on July 20, 2020. Staff will be monitoring the outcome of the PSRC non-motorized project competition to see how the two SRTS projects fared. It is anticipated we will apply for SRTS funding for both those projects.

#### Lake Forest Park Town Center/Burke-Gilman Trail Connector

Test hole installation for soil character and water table investigation began Monday 5/4. This will be completed May 7 and will resume the first week of June for four more test holes.

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

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

#### **Legislative Update**

### **V. Community Events**

- **Upcoming City Sponsored Events**

#### **V. Meetings Calendar**

##### **Planning Commission Meeting – virtual meeting**

May 12, 2020, 7:00 PM - 9:00 PM

##### **CANCELED - City Council Work Session Meeting**

May 14, 2020, 6:00 PM - 7:00 PM

##### **City Council Regular Business Meeting – virtual meeting**

May 14, 2020, 7:00 PM - 9:00 PM

##### **City Council Budget & Finance Committee Meeting – virtual meeting**

May 21, 2020, 6:00 PM - 7:30 PM

##### **City Hall Closed (Memorial Day Holiday)**

May 25, 2020, 9:00 AM - 5:00 PM

##### **CANCELED - Parks and Recreation Advisory Board Meeting**

May 27, 2020, 7:00 PM - 8:00 PM

##### **City Council Regular Business Meeting – virtual meeting**

May 28, 2020, 7:00 PM - 9:00 PM