

# City Administrator Report

## City of Lake Forest Park

Date: June 25, 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



Public Works has responded to a number of sanitary sewer related issues involving disinfecting wipes and other products labeled "Flushable." Disinfecting wipes, facial tissues, baby wipes and paper towels should be disposed of in the trash.

## Don't flush trash

Wipes, paper towels, and other "unflushables" can create a sewer backup in your home. Flush only toilet paper and protect your home, the sewer system, and the environment.



### III. Council Information

#### Engineering Department Update 6/17/20

Lyon Creek Culvert L60 Replacement Project: Project construction contract documents with Redtail, LLC have been fully executed. A preconstruction conference is planned for on or about June 24 with construction to begin in late 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 next week with construction anticipated to begin in late June.

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

Staff are creating a Request for Qualifications advertisement to begin the design consultant selection phase. 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 evaluating their program budget and it is not known at this time if the SR 522 BRT project will be affected. 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

The nonmotorized project applications submitted for federal transportation funding were unsuccessful in being funded this year. The two projects are (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. We will try again by applying for Safe Routes to School funding through WSDOT.

#### 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.

#### 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 5/7 and will resume in late June for four more test holes. A test hole is planned for the Town Center property adjacent to the Bank of America drive-through. There has been a delay due to Merlone Geier's concerns about the restrictive covenant that exists concerning previous environmental contamination of the property.

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

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

#### **Legislative Update**

### **V. Community Events**

- **Upcoming City Sponsored Events**

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

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

June 22, 2020, 6:00 PM - 8:00 PM @ This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to view the meeting.

##### [CANCELLED Parks and Recreation Advisory Board Meeting](#)

June 24, 2020, 7:00 PM - 8:00 PM @ Meeting canceled

##### [City Council Regular Business Meeting \(virtual meeting\)](#)

June 25, 2020, 7:00 PM - 9:00 PM @ This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to view the meeting.

[Tree Board Meeting \(virtual meeting\)](#)

July 1, 2020, 7:00 PM - 9:00 PM @ This meeting will be held virtually. City Hall is currently closed to the public. Please see the agenda for information about how to participate.

[City Hall Closed \(Independence Day Holiday Observed\)](#)

July 3, 2020, 9:00 AM - 5:00 PM

[City Council Work Session Meeting \(virtual meeting\)](#)

July 9, 2020, 6:00 PM - 7:00 PM @ This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to view the meeting.

[City Council Regular Business Meeting \(virtual meeting\)](#)

July 9, 2020, 7:00 PM - 9:00 PM @ This meeting will be held virtually. City Hall is currently closed to the public. Please review information provided on the agenda, once it is available, for details on how to view the meeting.