

# City Administrator Report

## City of Lake Forest Park

Date: June 10, 2021

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**

**II. Internal City Information**

**Police Department**

**Notable Incidents:**

Over 12 calls and/or on-view contacts with homeless or suspected homeless subjects in last couple of weeks. Two subjects were sent to hospital for mental health evaluations due to the inability to care for self and/or danger to others. Other subjects were offered services; however, they refused.

The police have received several calls on a panhandler at Albertsons. The subject and his young child were contacted by officers and offered services; the subject continues to decline offers.

A homeless subject previously trespassed from Acacia, caused approximately \$20,000 in damage to the marble in the mausoleum. The damage was caused by writing on untreated marble with Sharpie type pen.

Previously, officers received regular complaints regarding a small trailer parked legally. Subject is repairing trailer to live in after his lease is up in his LFP apartment. Officers worked with church officials to provide temporary parking in the church parking lot.

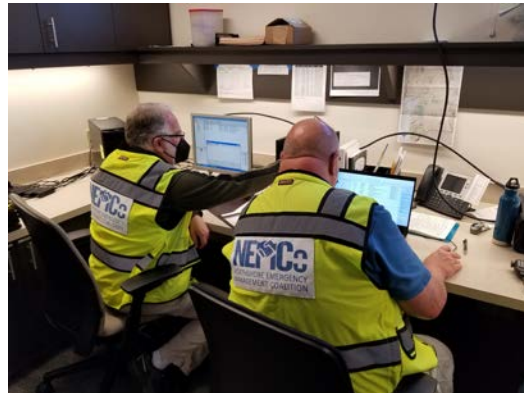
**Police Staffing:**

The police department hired a new police officer, and he starts his career on June 16. Juan Robles is an entry level officer, and he will be going to the police academy in Fall 2021.

**NEMCo:**

Saturday, May 29, NEMCo Radio Amateur Civil Emergency Service (RACES) volunteers opened the communication rooms at Northshore Fire Station 51 and the City of Lake Forest Park City Hall to participate in a statewide emergency communications exercise.

NEMCo RACES established contact with numerous other jurisdictions around the state and passed simulated emergency messaging as part of the drill. NEMCo Community Emergency Response Team (CERT) members also participated by attempting to contact each other from home using only family band radios. The exercise participants accomplished a long list of goals and again demonstrated the value of Volunteer Emergency Workers in our community.



**Bike Everywhere Month:**

The month of May was Bike Everywhere Month and the "LFP – The Wheel Thing" team had six members riding this year. Since 2009, the City of Lake Forest Park has participated in Bike Month. It's one of the events included in the City's wellness program, which in turn helps reduce our health insurance costs. The team members were able to log a total of 276.5 miles for the month. One staff member even rode during her vacation!

On the morning of Friday, May 21, City staff members were out on the Burke-Gilman Trail for Bike Everywhere Day, handing out collapsible water bowls for dogs and dog poop bag holders, insulated lunch bags, reusable shopping bags, face masks, environmental flyers, and magnets. It was a little lighter traffic than normal, but there were still several people who stopped by the booth. Also, King County recently installed a bike repair station on the trail across from City Hall.



**III. Council Information**

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

**Contract Reporting**

**Legislative Update**

**Community Events**

**Upcoming City Sponsored Events**

**Meetings Calendar**

**[Planning Commission Meeting \(virtual meeting\)](#)**

June 8, 2021, 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 participate in the meeting.

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

June 10, 2021, 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 participate in the meeting.

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

June 10, 2021, 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 participate in the meeting.

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

June 17, 2021, 6:00 PM - 7:30 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 participate in the meeting.

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

June 21, 2021, 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 participate in the meeting.

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

June 24, 2021, 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 participate in the meeting.