

# City Administrator Report

## City of Lake Forest Park

Date: April 8, 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.

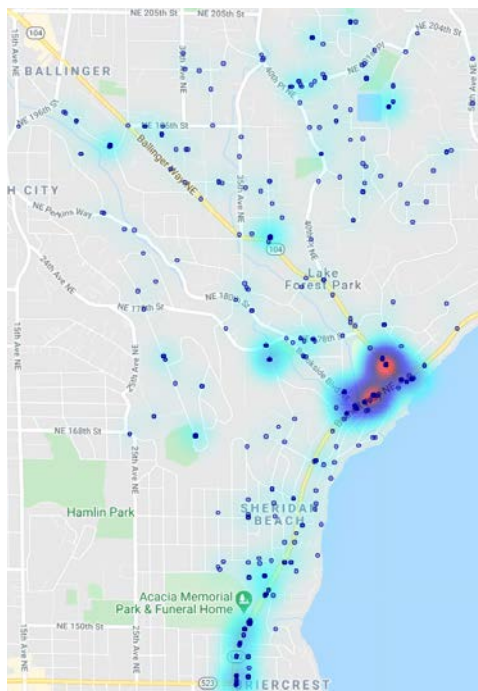
Please let me know if you have any questions or need additional information about any of the following items and please feel free to contact any of the department heads for additional information.

### I. Intergovernmental and local issues update

- Meetings

### II. Internal City Information

#### Police Department



Police incidents heatmap for March 2021:  
Each blue dot is an incident generated by dispatch or an officer. This map represents 920 incidents in **March**.

**Notable Incidents:**

We want to make you aware the local region has seen a surge in catalytic converter thefts since last summer. Thieves target vehicle catalytic converters for the precious metals contained inside. LFP has not been immune, and the police department has taken several reports.

We have seen a disproportionately large number of school zone speed violations since classes resumed at Brookside Elementary School and Lake Forest Park Elementary School on March 8th. It is clear that during the last year, when kids had to attend classes online due to Covid protocols, drivers got out of the habit of checking for active school zones. We have received numerous complaints from drivers who do not see the flashing amber lights in the still photos attached to their tickets. It is not uncommon for photos to be taken between flashes. Anyone issued a ticket can follow the link to [www.violationinfo.com](http://www.violationinfo.com). Go to "View" and after entering your ticket number and PIN (both located on the ticket) you can view the video of your violation and verify that the amber lights were flashing. If you have questions after reviewing your video, contact the Lake Forest Park Municipal Court at 206 364-7711.



Officers completed department wide de-escalation training throughout the month on a simulator software/hardware system. De-escalation is a training component used in most facets of our training classes.

The police department is hiring for an open police officer position and the oral boards were completed on March 31<sup>st</sup>. We are currently accepting applications for the records specialist position and oral boards will be completed in the coming weeks.

**Building Department**

Desirae Bearden started as Permit Coordinator in the Building Department on Thursday, April 1, 2021. Desirae was previously employed at the City of Skykomish where she had been the City Clerk/Treasurer/Permit Technician for the past 4½ years and the Deputy Clerk before that for 3 years. She has an Associate Degree in Technical Arts from Everett Community College.

**Engineering Department**

Andrew Silvia will be starting April 19, 2021 as the Project Manager. He comes to us from Seattle Public Utilities where he was a project manager for one year. Prior to that he was Chief of Project Development at the City of Pawtucket, Rhode Island for six years. He has a Bachelor's in Civil Engineering from Northeastern University, and he is a registered Professional Civil Engineer.

**III. Council Information****IV. Response to Citizen and Council Comments*****Contract Reporting*****Legislative Update****Community Events****Upcoming City Sponsored Events****Community Emergency Response Team (CERT) Class**

April 5, 2021, 6:30 PM - 8:30 PM @ Virtual, via Zoom

The CERT program will educate participants about local hazards, basic disaster preparedness, and provide hands-on training that includes fire safety, light search and rescue, and disaster medical operations. With current COVID restrictions, the training has been adapted to 8 weeks of 2-hour online live instruction and a single one-day (3 hour) hands on skill session on Saturday, April 24, 2021 at Northshore Fire Department Station 51 in Kenmore.

**Community Emergency Response Team (CERT) Class**

April 12, 2021, 6:30 PM - 8:30 PM @ Virtual, via Zoom

The CERT program will educate participants about local hazards, basic disaster preparedness, and provide hands-on training that includes fire safety, light search and rescue, and disaster medical operations. With current COVID restrictions, the training has been adapted to 8 weeks of 2-hour online live instruction and a single one-day (3 hour) hands on skill session on Saturday, April 24, 2021 at Northshore Fire Department Station 51 in Kenmore.

**Community Emergency Response Team (CERT) Class**

April 19, 2021, 6:30 PM - 8:30 PM @ Virtual, via Zoom

The CERT program will educate participants about local hazards, basic disaster preparedness, and provide hands-on training that includes fire safety, light search and rescue, and disaster medical operations. With current COVID restrictions, the training has been adapted to 8 weeks of 2-hour online live instruction and a single one-day (3 hour) hands on skill session on Saturday, April 24, 2021 at Northshore Fire Department Station 51 in Kenmore.

**Community Emergency Response Team (CERT) Class**

April 26, 2021, 6:30 PM - 8:30 PM @ Virtual, via Zoom

The CERT program will educate participants about local hazards, basic disaster preparedness, and provide hands-on training that includes fire safety, light search and rescue, and disaster medical operations. With current COVID restrictions, the training has been adapted to 8 weeks of 2-hour online live instruction and a single one-day (3 hour) hands on skill session on Saturday, April 24, 2021 at Northshore Fire Department Station 51 in Kenmore.

## Meetings Calendar

### **Tree Board Meeting (virtual meeting)**

April 7, 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)**

April 8, 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)**

April 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.

### **Planning Commission Meeting (virtual meeting)**

April 13, 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)**

April 15, 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)**

April 19, 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)**

April 22, 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 Special Meeting (virtual meeting)**

April 23, 2021, 6:00 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.