

City Administrator Report

City of Lake Forest Park

Date: July 22, 2021

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**
- II. **Internal City Information**



Each year the PW Department inspects, rates and refurbishes our thermoplastic traffic marking. This process is completed for 2021.



Each summer Public Works cleans sediment out of the McAleer Bypass and the 35th Brookside School Access Culvert. This is done under a Washington Department of Fish and Wildlife Hydraulic Project Approval (HPA). Above you will find pictures of the McAleer Bypass before cleaning, during and after cleaning.

This work reduces the risk of downstream winter flooding in the Beach and Shore Drive area, and was completed on 7/7 and 7/8/21.

As part of the process, we “defish” the work area. This year’s fish totals are as follows:

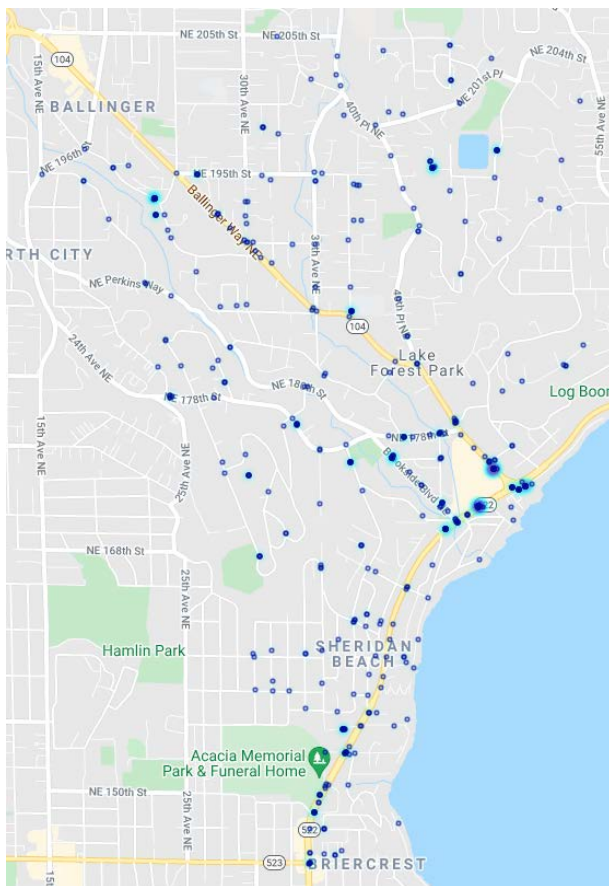
Brookside:

- Coho – 29
- Cutthroat – 3
- Lamprey – 47
- Crayfish – 2

McAleer:

- Coho – 5
- Cutthroat – 2
- Sculpin – 7
- Lamprey - 31

Police Department



Police incidents heatmap for June 2021:
Each blue dot is an incident generated by dispatch or an officer. This map represents **856** incidents in **June**.

Notable Incidents:

A man called 911 stating his girlfriend was upstairs with a knife and he was worried about her hurting herself. Officers attempted to call her several times after it was discovered she had left the residence. Aid personnel treated the boyfriend for a cut he sustained while taking a knife from her. While officers were still on scene the girlfriend returned, still extremely upset. She admitted to choking herself with the intent to harm herself while they were arguing. Officers talked her into going to the hospital. Officers also provided her resources through our RADAR program.

Officer attempted to contact suspicious subject inside vehicle. Vehicle immediately fled, striking one vehicle, and nearly striking the officer. Officer returned to his vehicle and attempted to stop the fleeing vehicle. Vehicle refused to stop, and the officer lost sight of it. The vehicle then crashed into the yard of a residence and the driver fled on foot. A K9 track was unsuccessful. It was discovered the vehicle had recently been stolen.

Officers responded to an No Contact Order violation. Subject reported his ex-girlfriend was stalking and harassing him. Suspect arrested for order violation. While in custody suspect made credible threats of suicide. Suspect sent to hospital for evaluation.

Police Staffing:

The police department is pleased to announce another police officer hire, Officer Brandon Carlsrud. Officer Carlsrud is a lateral police officer from the Brier police department. He was raised in Germany and is fluent in German. He will begin his training program in the next couple of weeks. Congrats!

III. Council Information

IV. Response to Citizen and Council Comments

Contract Reporting

Legislative Update

V. Community Events

Upcoming City Sponsored Events

VI. Events and Meetings Calendar

Meetings

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

July 19, 2021, 6:00 PM - 8:00 PM This meeting will be held virtually. 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 \(virtual meeting\)](#)

July 22, 2021, 7:00 PM - 9:00 PM This meeting will be held virtually. Please review information provided on the agenda, once it is available, for details on how to participate in the meeting.

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

August 4, 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 \(virtual meeting\)](#)

August 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 Work Session Meeting (virtual meeting)

August 12, 2021, 6:00 PM - 7:00 PM This meeting will be held virtually. 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)

August 12, 2021, 7:00 PM - 9:00 PM This meeting will be held virtually. 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) – TENTATIVELY

CANCELED

August 19, 2021, 6:00 PM - 7:30 PM This meeting will be held virtually. 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 *CANCELED* (virtual meeting) TENTATIVELY

CANCELED

August 23, 2021, 6:00 PM - 8:00 PM This meeting will be held virtually. 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 *CANCELED* (virtual meeting)

August 26, 2021, 7:00 PM - 9:00 PM This meeting will be held virtually. Please review information provided on the agenda, once it is available, for details on how to participate in the meeting.

Court Administrator Report

Lake Forest Park Municipal Court

Date: June 16, 2021

TO: Honorable Mayor and Councilmembers

FR: Pamela McConville, Court Administrator

CC: Phil Hill

The Court Administrator Report is meant to provide the council, staff, and community an update on the activities of the Municipal Court. This memo will be provided in each Council packet.

Please let me know if you have any questions or need additional information about any of the following developments or projects.

COURT HIRES NEW COURT CLERK LOYCE WEISHAAR

Loyce Weishaar, started her criminal justice career in 1990 at Spokane District Court as an office assistant and an in-court clerk. While working for the court she answered phones, assisted the public at the front window, entered case dispositions into the Washington State Judicial Information System assigned court dates, and filled out court orders.

In 1998, Loyce relocated to Seattle and worked for King County Superior Court as an in-court clerk. In 1999 Loyce changed positions and started her career as a bailiff and remained in that position until 2017 Bailiffs manage civil and family case law, hearing and trial coordinator, criminal sentence coordinator, and jury coordinator.

Loyce moved back here from Moses Lake, WA and now lives in Mukilteo. Loyce has a daughter to two grand kids. In her spare time, she enjoys hiking, walking, and biking.

Please stop by, introduce yourself and say hello!

TV MONITOR ADDED TO THE COURT LOBBY

The court added a new tv monitor in the court lobby. This will allow court security and staff the ability to view the city entrance, stairs, court lobby and court room for added security.

DISTRICIT and MUNICIPAL COURT JUDGES ASSOCIATION VIRTURAL SPRING CONFERENCE

Judge Linda Portnoy attended the virtual DMCJA spring conference on June 7th through June 11th. The conference was on specialized DV training in lethality factors.

DISTRICT and MUNICIPAL COURT MANAGEMENT ASSOCIATION VIRTUAL SPRING CONFERENCE

I attended the DMCMA court conference on May 17TH through May 21ST. They held a New Managers Forum which I was excited to attend. I met the new court administrators throughout the State, we shared information to work together in the future for any issues that may arise. The focus of the conference was on Optimizing Brain Function, Context and Scarcity which explores the different types of social classes that exist in our country, Recipe for Success, and to receive current Legislative and Department of Licensing updates.

YOUTH COURT RESUMES WITH FIRST HEARING OF THE YEAR ON 6/14/21

Shorecrest high school students were able to hold their first youth court hearing since Covid-19 began. The hearing went off without a hitch with Shorecrest students showing active participation, reading the police report, listening to the student explanation and providing the appropriate resolution to the case.

NO BACKLOG OF CASES

Happy to report even with Covid-19 and the 17,896 tickets filed within 4 months the court was able to keep up and not have any backlog on criminal or infraction filings.