



CITY OF LAKE FOREST PARK CITY COUNCIL REGULAR MEETING

Thursday, April 25, 2024 at 7:00 PM

Meeting Location: In Person and Virtual / Zoom

17425 Ballinger Way NE Lake Forest Park, WA 98155

INSTRUCTIONS FOR PARTICIPATING IN THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/87584100661>

Call into Webinar: 253-215-8782 | Webinar ID: 875 8410 0661

The City Council is providing opportunities for public comment by submitting a written comment or by joining the meeting webinar (via computer or phone) or by attending in person to provide oral public comment.

HOW TO PARTICIPATE WITH ORAL COMMENTS:

Sign up here <https://app.waitwhile.com/welcome/comment-sign-up> between 9:00 a.m. and 4:00 p.m. on the day of the meeting if you wish to provide Oral Comments during the meeting. You may provide comments or feedback on any item listed on the agenda or any topic under the purview or control of the City Council.

If you are attending the meeting in person, there is a sign-in sheet located near the entrance to the Council Chambers. Fill the form out, and the Mayor will call your name at the appropriate time. Oral comments are limited to 3:00 minutes per speaker.

If you are attending the meeting via Zoom and would like to address the Council during the Public Comment section of the agenda, you must sign up on the electronic comment sign-in sheet between 9:00 a.m. and 4:00 p.m. on the day of the meeting. Oral comments are limited to 3:00 minutes per speaker. Individuals wishing to speak to agenda items will be called to speak in the order they have signed up. The City Clerk will call your name and allow you to speak. People who are not signed up to speak will not be allowed to address the Council at the meeting. Please state your name and whether you are a resident of Lake Forest Park. The meeting is being recorded.

HOW TO SUBMIT WRITTEN COMMENTS:

Written comments will be submitted to the Council if received by 5:00 p.m. on the date of the meeting; otherwise, they will be provided to the City Council the next day. Because the City has implemented oral comments, written comments are no longer being read under Citizen Comments. The City Clerk will read your name and subject matter into the record.

As allowed by law, the Council may add and take action on items not listed on the agenda. For up-to-date information on agendas, please visit the City's website at www.cityofflp.gov.

Meetings are shown on the city's website and on Comcast channel 21 for subscribers within the Lake Forest Park city limits.

AGENDA

1. **CALL TO ORDER: 7:00 PM**
2. **PLEDGE OF ALLEGIANCE**
3. **ADOPTION OF AGENDA**
4. **PUBLIC COMMENTS**

*This portion of the agenda is set aside for the public to address the Council on agenda items or any other topic the council might have purview or control over. If the comments are of a nature that the Council does not have influence or control over, then the Mayor may request the speaker suspend their comments. The Council may direct staff to follow up on items brought up by the public. **Comments are limited to a three (3) minute time limit.***

5. **PROCLAMATIONS**

- A.** Recognizing Citizen Volunteers and April 21-27, 2024 as National Volunteer Week
- B.** Recognizing May 18-24, 2024 as Lake Forest Park Safe Boating and Paddling Week
- C.** Honoring and Thanking Rhonda Lehman - City of Lake Forest Park Police Department Lieutenant

6. **PRESENTATIONS**

- A.** Promotion of Lake Forest Park Police Department Lieutenant Ross Adams
- B.** Police Department 2023 Annual Report

7. **CONSENT CALENDAR**

The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which case the item will be removed from the Consent Calendar in its normal sequence on the agenda.

- A.** April 11, 2024 City Council Work Session Minutes
- B.** April 11, 2024 City Council Regular Meeting Minutes
- C.** City Expenditures for the Period Ending April 25, 2024
- D.** Resolution 24-1948/Creating a Temporary Policy Advisory Task Force for Climate Planning

8. **ORDINANCES AND RESOLUTIONS FOR COUNCIL DISCUSSION**

- A.** Ordinance 24-1291/Creating a new chapter in the Lake Forest Park Municipal Code relating to the acceptance of donations

9. **ORDINANCES AND RESOLUTIONS FOR ACTION**

- A. Approval of Resolutions 24-1951/Authorizing the Mayor to execute the Settlement Participation Form for the Janssen Washington State-Wide Opioid Settlement Agreement dated January 22, 2024 “Janssen Settlement”.

10. COUNCIL DISCUSSION AND ACTION

11. OTHER BUSINESS

12. COUNCIL COMMITTEE REPORTS

- A. Councilmember Reports
- B. Mayor's Report
- C. City Administrator's Report

13. EXECUTIVE SESSION

- A. Executive Session - Potential Litigation pursuant to RCW 42.30.110 (1) (i)

14. ADJOURN

FUTURE SCHEDULE

--Thursday, May 9, 2024 City Council Work Session Meeting 6 pm - *hybrid meeting (Zoom and City Hall)*

--Thursday, May 9, 2024 City Council Regular Meeting 7 pm - *hybrid meeting (Zoom and City Hall)*

--Thursday, May 16, 2024 City Council Budget & Finance Committee Meeting 6 pm - *hybrid meeting (Zoom and City Hall)*

--Monday, May 20, 2024 City Council Committee of the Whole Meeting 6 pm - *hybrid meeting (Zoom and City Hall)*

--Thursday, May 23, 2024 City Council Regular Meeting 7 pm - *hybrid meeting (Zoom and City Hall)*

--Monday, May 27, 2024 City offices closed in observance of Memorial Day

As allowed by law, the Council may add and take action on items not listed on the agenda

Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 4:00 p.m. on the day of the meeting for more information.



PROCLAMATION

RECOGNIZING CITIZEN VOLUNTEERS AND NATIONAL VOLUNTEER WEEK

WHEREAS, millions of American volunteers give their time to help others, contributing over 30 million volunteer hours per year worth over \$635 million; and

WHEREAS, National Volunteer Week was established in 1974, and has grown exponentially each year, with thousands of volunteer projects and special events scheduled throughout the week; and

WHEREAS, the City of Lake Forest Park seeks to achieve strong community spirit through active civic participation; and

WHEREAS, there are many dedicated volunteers who serve the City on the Planning Commission, Tree Board, Climate Action Committee, Parks and Recreation Advisory Board, Civil Service Commission, and Salary Commission, helping make Lake Forest Park a more desirable place to live; and

WHEREAS, volunteers play an important role in determining the direction of the City now and in the future; and

WHEREAS, during this week, we call on all community members and organizations to help us thank, celebrate and recognize the contributions of all volunteers.

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park proclaim April 21 to 27, 2024 as

NATIONAL VOLUNTEER WEEK

in Lake Forest Park as a time to *CELEBRATE OUR CITIZEN VOLUNTEERS* and recognize the crucial role played by volunteers in our community.

Signed this 25th day of April, 2024.



PROCLAMATION

LAKE FOREST PARK SAFE BOATING AND PADDLING WEEK

WHEREAS, on average, 700 people die each year in boating related accidents in the U.S., with the vast majority of those accidents caused by human error and poor judgment and not by the boat, equipment, or environmental factors; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

WHEREAS, the City of Lake Forest Park is bounded by two miles of shoreline on Lake Washington; and

WHEREAS, a large number of Lake Forest Park's residents of all ages engage in recreational boating and paddling; and

WHEREAS, the mission of the United States Coast Guard Auxiliary, Division 2, overseeing the Northshore area, is to promote and improve recreational boating safety by teaching boating safety courses and conducting vessel safety checks.

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park do hereby proclaim May 18 to 24, 2024, as

Lake Forest Park Safe Boating and Paddling Week

Signed this 25th day of April, 2024.

Thomas W. French, Mayor



PROCLAMATION

Honoring and Thanking Rhonda Lehman City of Lake Forest Park Police Department Lieutenant

WHEREAS, on May 31, 2024, after spending more than 30 years in law enforcement service, Lieutenant Rhonda Lehman will retire; and

WHEREAS, Lt. Lehman began her work in policing for the City of Brier in 1993 as a Police Reserve Officer, and then in 1994 as a Police Reserve Officer for the City of Lake Forest Park, and as a Police Dispatcher in 1996 for the City of Lake Forest Park; and

WHEREAS, Lt. Lehman became a full-time Officer in 1998 and dedicated her whole career to assisting the community of Citizens, Police Officers, and City Employees; and

WHEREAS, Lt. Lehman assisted a total of five Chiefs of Police, five Mayors, and an abundant number of City Council Members; and

WHEREAS, becoming the first female detective and first female in a supervisory position in the police department, starting with Sergeant and then as Lieutenant.

WHEREAS, during her tenure with the City, Lt. Lehman was known for being knowledgeable, competent, professional, conscientious, and dependable; witty and deeply caring for the staff.

WHEREAS, throughout her career, Lt. Lehman constantly demonstrated that her priority was always the success of our organization.

NOW, THEREFORE, the Mayor and City Council of the City of Lake Forest Park, do hereby thank and congratulate

Rhonda Lehman **City of Lake Forest Park Police Department Lieutenant** **on her Retirement from Public Service**

And wish her all the best for a very happy retirement.

Signed this 25th day of April 2024.

Thomas French, Mayor
City of Lake Forest Park

Lake Forest Park POLICE DEPARTMENT ANNUAL REPORT



2023

Mission

Our mission is to develop and support a team of professionals who consistently seek and find innovative policing strategies to affirmatively promote, preserve, and deliver those quality services which enhance the security and safety of our community. To support this mission, we will work in strong partnership with the community.

Vision

Our Vision is to ensure the City of Lake Forest Park is one of the safest cities in the Puget Sound Region achieved through the delivery of quality law enforcement services.

Values

Our department values the sanctity of all life. We strive for the equal, equitable, and compassionate application of law enforcement services for all, and the universal acceptance of all people. We endeavor for the highest level of training and diversity for our police staff and maintain partnerships within our community and local governments to provide urgently needed resources for those in need.

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Message from Chief Harden



Dear Residents of Lake Forest Park,

I'm delighted to share with you the 2023 Annual Report of the Lake Forest Park Police Department. This comprehensive document offers insights into crime data, service initiatives, achievements, crime patterns, and budgetary details. Currently, the department comprises 24.4 full-time employees dedicated to serving our community.

Having served as your Chief of Police for five years, it continues to be our mission at the Police Department to ensure Lake Forest Park stands out as one of the safest cities in the Puget Sound Region. This vision has been realized through the concerted efforts of our dedicated staff and the active involvement of Lake Forest Park's community members. It's gratifying to note that our community has consistently ranked among the top safest cities in Washington state for several years.

Lake Forest Park places a premium on safety and security for all its residents, and our local police department plays a pivotal role in realizing this aspiration. Through community policing strategies and a steadfast commitment to fostering positive relationships with residents, the Lake Forest Park Police Department has cultivated an environment that is welcoming and inclusive to all.

In recent years, our department has encountered staffing challenges, a situation not uncommon among police agencies in our region. Despite hurdles such as a limited applicant pool, inflationary pressures, the need to remain competitive in terms of wages and benefits, and the lengthy training required for police officers, our department has consistently delivered high-quality service.

Renowned for its dedication to public service and responsiveness to residents' needs, our officers are extensively trained and well-equipped to handle a variety of situations, ranging from emergency response to community outreach initiatives. We also place significant emphasis on community engagement, collaborating closely with local organizations and schools to enhance safety and foster trust.

Overall, the Lake Forest Park Police Department stands as a paragon of effective and accountable policing, instilling a sense of pride within the community. Through our commitment to fostering partnerships, transparency, and accountability, we are actively contributing to the creation of a safer and more resilient Lake Forest Park for all.

For more information about the services offered by the Lake Forest Park Police Department, please visit our webpage at www.cityofflp.gov or connect with us on Twitter at twitter.com/lfpdpd_police and Facebook at facebook.com/LakeForestParkPD. I extend my heartfelt appreciation to the dedicated men and women of the Lake Forest Park Police Department, who work tirelessly to ensure the safety of you and your family. It's a privilege to serve as your police chief.

Michael Harden
Chief of Police



About the Annual Report

The Annual Police Report contains information on the service efforts and accomplishments of the Lake Forest Park Police Department to support its vision, mission, and goals.

The goal of the report is to keep the City of Lake Forest Park residents, staff, administrators, and elected officials informed of the activities of the police department and criminal activity in the city. It highlights the good work of the men and women of the department while emphasizing the value they bring to the citizens daily.

Goals

To realize this mission, the City of Lake Forest Park Police Department has adopted the following goals and objectives:

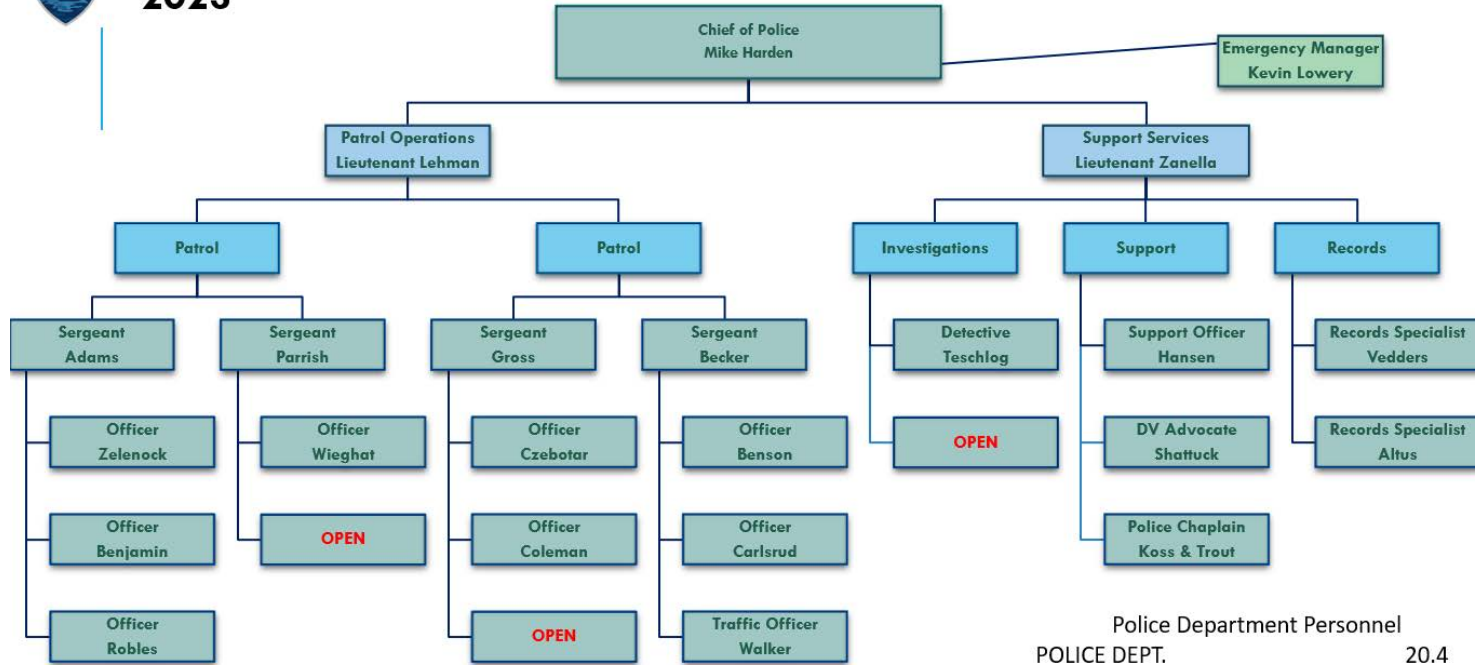
1. Reduce crime and collision loss in our community.
2. Provide quality services and innovative policing strategies delivered through excellent customer service.
3. Provide appropriate resources to employees that foster a safe, ethical, innovative, knowledgeable, and healthy workforce.
4. Provide emergency management oversight for the Northshore Emergency Management Coalition.



2023 Organizational Chart



2023



| Police Department Personnel | |
|-----------------------------|-------------|
| POLICE DEPT. | 20.4 |
| NEMCO EM - Lowery | 1 |
| TOTAL FTE's | 24.4 |

Support Services Additional Duties: Public Disclosure, Policy Manual, Auditing, Background Checks, Firearm Licensing, Fingerprinting, Equipment Maintenance and Purchasing, and Budgeting.

Patrol Additional Duties: Traffic, K9, Gangs, Graffiti, Training, and Narcotics.

***Additional Notes:** Throughout much of 2023, we grappled with three vacant positions as we sought to fill them. Towards the close of the year, Officer Gouin, Alcean, and Montague joined our department to occupy these roles. Additionally, Officer Zelenock departed, creating another vacancy, which Officer Johnson filled at the onset of 2024.

In 2023, the City Council sanctioned the addition of three Limited Term Employee positions, aimed at expediting the hiring process to address the delays of training and the forthcoming officer retirements.

Operations Division



Patrol Operations Division Commander

Lieutenant Rhonda Lehman

The Operations Division of the Lake Forest Park Police Department comprises four patrol squads, the Traffic Unit, Crime Watch, and Block Watch. Each squad is overseen by one of the four patrol Sergeants, who also manage various additional responsibilities such as Traffic Cameras, Sector, Training, Narcotics investigations, Firearms, and Regional Crisis Responder coordination. Lieutenant Rhonda Lehman, who has been overseeing the Operations Division, is set to retire in 2024.

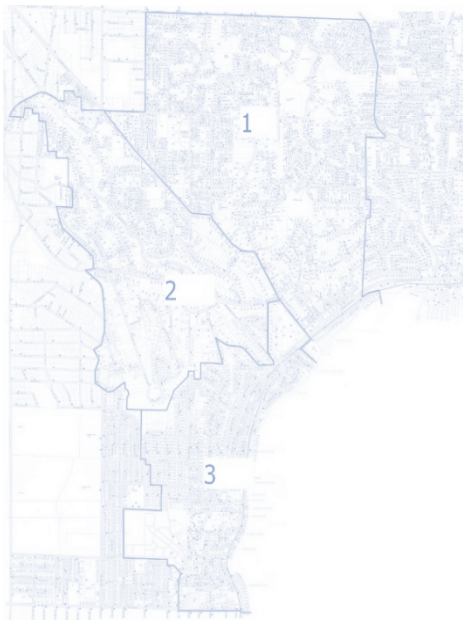
In 2023, the state legislature began addressing the effects of the police reforms implemented in 2021, which had led to predictable and unintended outcomes. Throughout the initial period of these reforms, citizens, businesses, and officers suffered from the consequences of increasingly emboldened criminal elements. Although some corrective measures were implemented to alleviate certain restrictions, the repercussions are ongoing for victims, citizens, and law enforcement until comprehensive changes take effect.

Despite these challenges, the officers of the Lake Forest Park Police Department have consistently demonstrated professionalism, dedication, empathy, and humility.

Despite severe staffing shortages, our officers have willingly taken on numerous hours of overtime, sacrificing vacations, regular time off, and family events.

We remain committed to our mission of developing and supporting a team of professionals dedicated to innovative policing strategies that enhance security and safety in our community. To achieve this mission, we are committed to fostering a strong partnership with the community.

Lt. Rhonda Lehman Patrol Operations Division Commander



Calls for Service ~ Incidents

“Calls for Service” are received by dispatch and entered as many different call types. For 2023, there were 174 different call types that have been combined into these 15 broad categories (Norcom added several more categories in the merge).

➤ For example, the call type category of “**Burglary/Theft**” includes:

- Burglary*
- Identity Theft*
- Possession of Stolen Property*
- Vehicle Prowl*
- Forgery*
- Motor Vehicle Recovery*
- Robbery*
- Fraud*
- Motor Vehicle Theft*
- Theft*

| Type of Call | 2019 | 2020 | 2021 | 2022 | 2023 | +/- | vs. Last Year |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|------------|----------------------|
| Information / 911 | 224 | 195 | 206 | 152 | 131 | -14% | ↓ |
| Alarms | 368 | 235 | 218 | 242 | 189 | -22% | ↓ |
| Assault/Fights/Harassment | 58 | 37 | 46 | 34 | 23 | -32% | ↓ |
| Burglary/Theft | 337 | 526 | 348 | 452 | 263 | -42% | ↓ |
| Disturbance/Noise | 158 | 134 | 145 | 150 | 158 | 5% | ↑ |
| Domestic | 52 | 33 | 43 | 46 | 23 | -50% | ↓ |
| Investigations | 1602 | 1331 | 1180 | 1336 | 1269 | -5% | ↓ |
| Juvenile | 38 | 29 | 21 | 28 | 30 | 7% | ↑ |
| Liquor/Narcotics | 27 | 20 | 11 | 23 | 27 | 17% | ↑ |
| Miscellaneous | 1425 | 1106 | 1059 | 1022 | 1156 | 13% | ↑ |
| Parking | 275 | 166 | 232 | 195 | 173 | -11% | ↓ |
| Property | 88 | 96 | 81 | 76 | 56 | -26% | ↓ |
| Public Service | 2934 | 2633 | 2721 | 2566 | 2666 | 4% | ↑ |
| Traffic | 4596 | 2859 | 2726 | 3228 | 3209 | -1% | ↓ |
| Trespass | 58 | 36 | 39 | 58 | 56 | -3% | ↑ |

****Incidents include officer-initiated police**

Call types are assigned by the dispatcher and may/may not reflect the true nature of the call or report type completed by the officer. For example, a traffic stop incident type could change to a DUI report based on the officer’s investigation.

Incidents labeled “Investigations” includes:

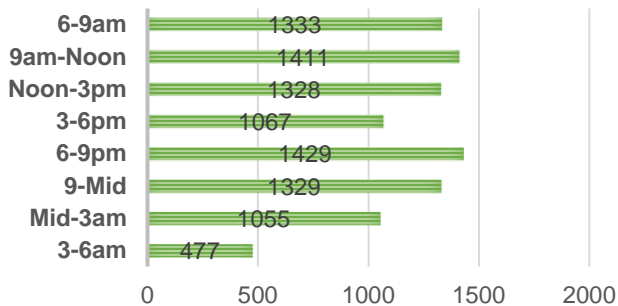
- Animal*
- Background Investigation*
- Death Investigations*
- Exposing*
- Illegal Dumping*
- Missing*
- Paper Violation*
- Sex Offense/Other*
- Suicide*
- Adult Protective Services*
- City Ordinance Violation*
- Drill*
- Field Investigation Report*
- K-9*
- Order Violation*
- Peddling*
- Shooting*
- Threats*
- Area Check*
- Child Protective Services*
- Explosion*
- Graffiti*
- Malicious Mischief*
- Ordinance Violation*
- Registered Sex Offender*
- Subject Stop*
- Suspicious Circumstances*

Calls for Service ~ Incidents (con't)



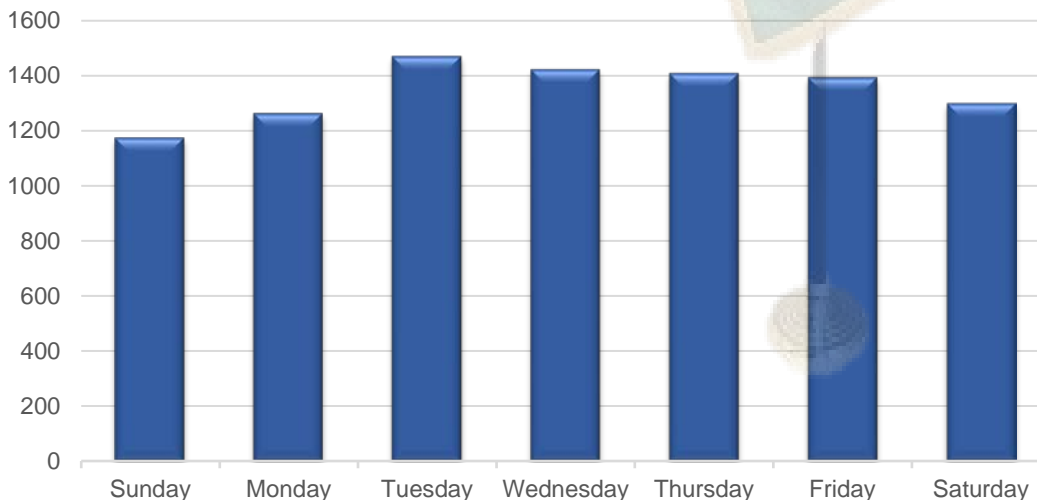
| Incidents | 2019 | 2020 | 2021 | 2022 | 2023 |
|--------------|---------------|--------------|--------------|--------------|--------------|
| January | 986 | 1068 | 791 | 754 | 913 |
| February | 845 | 884 | 680 | 605 | 710 |
| March | 1114 | 713 | 920 | 791 | 756 |
| April | 831 | 623 | 874 | 721 | 913 |
| May | 1168 | 924 | 908 | 882 | 881 |
| June | 1045 | 799 | 801 | 829 | 799 |
| July | 1166 | 814 | 780 | 916 | 826 |
| August | 1127 | 821 | 719 | 863 | 748 |
| September | 1146 | 784 | 719 | 902 | 657 |
| October | 1111 | 742 | 647 | 938 | 680 |
| November | 863 | 599 | 571 | 699 | 740 |
| December | 838 | 665 | 672 | 708 | 806 |
| TOTAL | 12,240 | 9,436 | 9,082 | 9,608 | 9,429 |

2023 CALL HOURS



Five-year average: 9,959

2023 CALL VOLUME - DAYS OF THE WEEK



Criminal Activity

| Overview | 2019 | 2020 | 2021 | 2022 | 2023 | +/- | vs. Last Year |
|---------------------|-------|------|------|------|------|------|---------------|
| Incidents | 12240 | 9436 | 9082 | 9608 | 9429 | -2% | ↓ |
| Case Reports | 762 | 865 | 613 | 809 | 740 | -9% | ↓ |
| Arrests | 231 | 216 | 146 | 230 | 201 | -13% | ↓ |
| Traffic Stops | 3731 | 2147 | 1837 | 2477 | 2593 | 5% | ↑ |
| Traffic Infractions | 1935 | 1152 | 767 | 976 | 907 | -7% | ↓ |
| Criminal Traffic | 178 | 127 | 152 | 173 | 212 | 23% | ↑ |
| Drug Arrests | 58 | 47 | 14 | 12 | 13 | 8% | ↑ |
| Domestic Incidents | 52 | 33 | 62 | 46 | 54 | -33% | ↓ |
| DUI Arrests | 34 | 22 | 22 | 28 | 19 | -32% | ↓ |
| Fraud/Forgery/ID | 51 | 184 | 30 | 35 | 44 | 26% | ↑ |
| Graffiti | 17 | 20 | 16 | 25 | 25 | 0% | -- |
| Malicious Mischief | 76 | 79 | 62 | 99 | 93 | -6% | ↓ |
| Vehicle Prowls | 49 | 60 | 26 | 36 | 55 | 53% | ↑ |

PART I CRIMES are also referred to as "Index Crimes" (FBI)

| Cases | 2019 | 2020 | 2021 | 2022 | 2023 | +/- | |
|-------------------------------|------|------|------|------|------|-------|---|
| <u>Violent Crime</u> | | | | | | | |
| Homicide | 0 | 0 | 0 | 0 | 2 | 200% | ↑ |
| Rape | 4 | 7 | 5 | 4 | 4 | 0% | ↓ |
| Robbery | 2 | 3 | 1 | 3 | 5 | 67% | ↑ |
| Assault | 42 | 29 | 37 | 39 | 22 | -44% | ↓ |
| <u>Property Crime</u> | | | | | | | |
| Arson | 0 | 2 | 0 | 2 | 0 | -200% | ↓ |
| Burglary | 37 | 40 | 29 | 32 | 30 | -6% | ↓ |
| Vehicle Theft | 14 | 16 | 23 | 24 | 35 | 46% | ↑ |
| Theft | 174 | 197 | 137 | 240 | 229 | -5% | ↓ |
| Possession of Stolen Property | 22 | 26 | 13 | 10 | 18 | -33% | ↓ |

Property Crimes

For a more detailed view of “Property Crimes,” this graph shows a breakdown of the different types of property crimes reported to the police department.

| Property Crimes | 2019 | 2020 | 2021 | 2022 | 2023 | +/- | vs. Last Year |
|---|------|------|------|------|------|------|---------------|
| Burglary - 1 st & 2 nd Degree | 20 | 24 | 18 | 17 | 10 | -41% | ↓ |
| Burglary - Residential | 17 | 16 | 11 | 15 | 20 | 33% | ↑ |
| Burglary (Total) | 37 | 40 | 29 | 32 | 30 | -6% | ↓ |
| Forgery and Fraud | 19 | 13 | 14 | 12 | 16 | 33% | ↑ |
| ID Theft | 32 | 171 | 16 | 23 | 28 | 22% | ↑ |
| Malicious Mischief | 76 | 79 | 78 | 99 | 93 | -6% | ↓ |
| MV Theft | 14 | 16 | 23 | 24 | 35 | 46% | ↑ |
| Possession of Stolen Property | 22 | 26 | 13 | 27 | 18 | -33% | ↓ |
| Theft | 174 | 197 | 137 | 243 | 229 | -5% | ↓ |
| Vehicle Prowl | 49 | 60 | 26 | 36 | 55 | 53% | ↑ |



Domestic Violence

Verbal Domestic - Argument between persons with no physical contact (no crime).

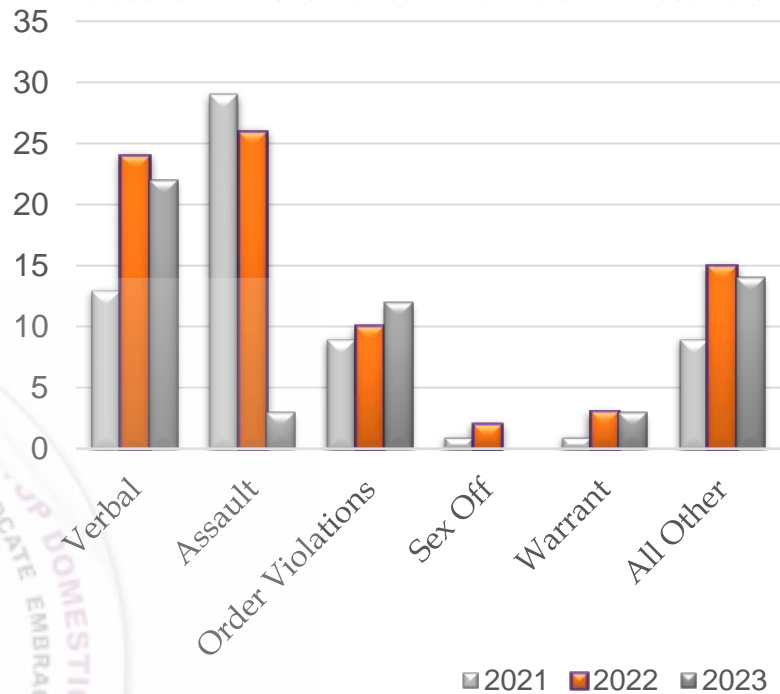
Assaults - Argument between persons who get physical with each other (i.e., pushing, shoving, slapping, hitting with hands/feet, etc.)

Court Order Violation - Protection orders, harassment orders, no contact and restraining orders. These orders are issued by Courts for the protection of domestic violence victims or for subjects being harassed by known subjects.

- *All other related Incidents**
- APS (Adult Protective Services)
 - Arson
 - Behavioral Health
 - Burglary - Residential
 - CPS (Child Protective Services)
 - Criminal Mistreatment
 - Disturbance
 - Harassment
 - Hit and Run
 - Identity Theft
 - Informational Report
 - Juvenile Incident
 - Malicious Mischief
 - Mental Hold
 - PSP
 - Theft
 - Threats
 - Trespass
 - Trespass Warning
 - VUCSA (Drug Related)

| Domestic Incidents | 2019 | 2020 | 2021 | 2022 | 2023 | | |
|--------------------|------|------|------|------|------|-------|----|
| Verbal - No Crime | 30 | 23 | 13 | 24 | 22 | -8% | ↓ |
| Assault | 35 | 24 | 29 | 26 | 3 | -88% | ↓ |
| Order Violations | 16 | 8 | 9 | 10 | 12 | 20% | ↑ |
| Sex Offense | 4 | 4 | 1 | 2 | 0 | -100% | ↓ |
| Warrant | 1 | 3 | 1 | 3 | 3 | 0% | -- |
| *All Other | 12 | 7 | 9 | 15 | 14 | -7% | ↓ |
| | 98 | 69 | 62 | 80 | 54 | -33% | ↓ |

Domestic Violence Related Incidents



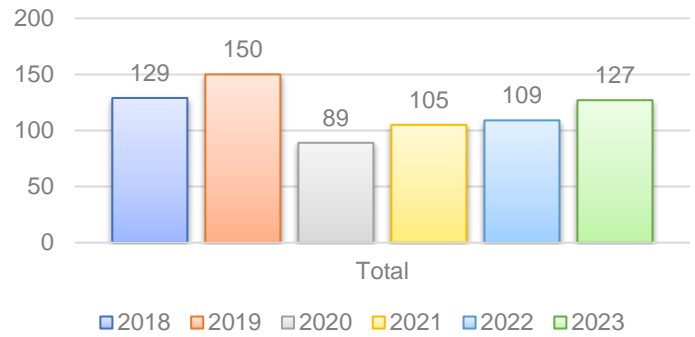
Collisions

In 2023 there were **127** collisions.

The 5-year average of collisions:
116.

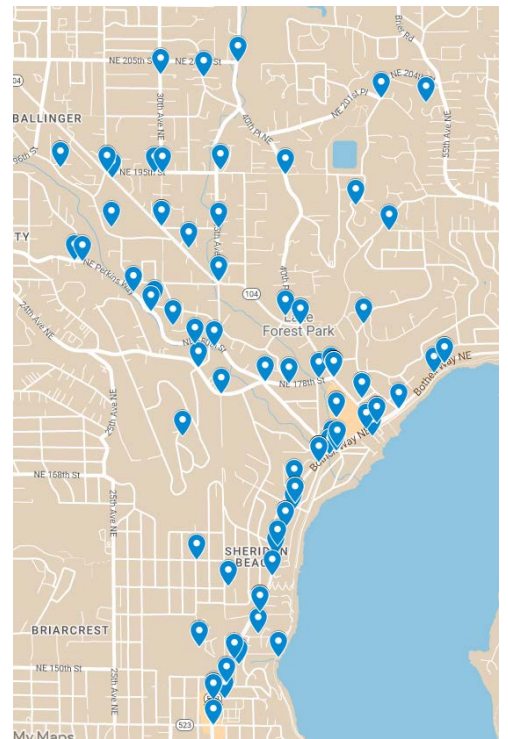
Last year's 5-year average for collisions was **116.**

Collision Reports



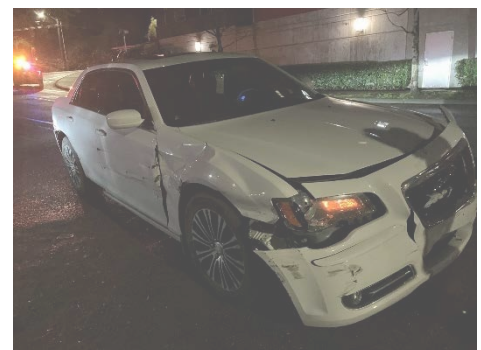
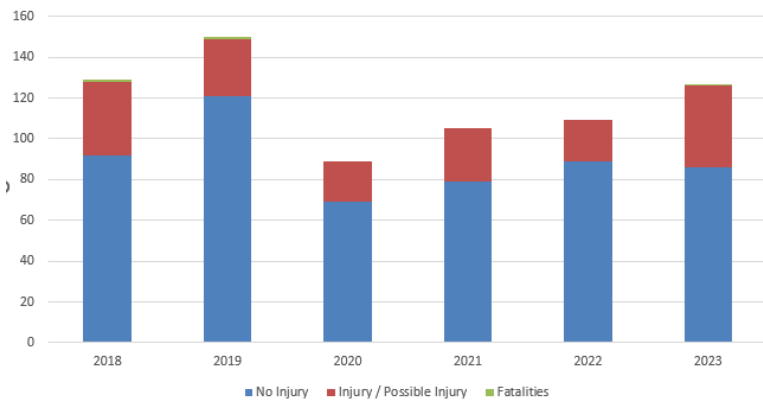
Collision Info

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|----------------------------|------|------|------|------|------|
| <i>Hit and Run</i> | 30 | 13 | 20 | 21 | 27 |
| <i>Bicycle Involved</i> | 0 | 0 | 1 | 2 | 1 |
| <i>Pedestrian Involved</i> | 3 | 3 | 1 | 0 | 2 |
| <i>DUI Related</i> | 8 | 9 | 11 | 10 | 12 |



Pin Map of 2023 Collisions in the City of LFP

Collision Injury Report

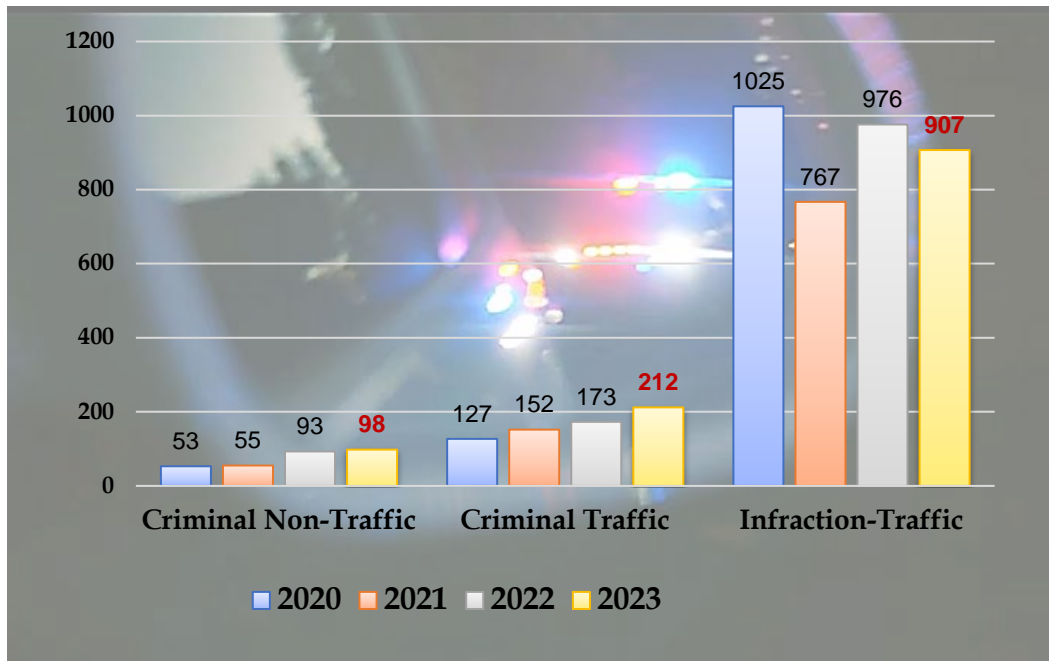


Tickets Issued

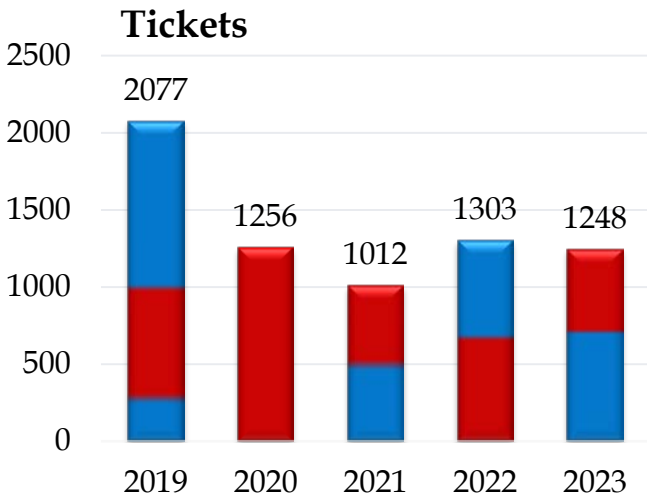
Due to continued staffing shortages, the dedicated Traffic Officer was assigned to general patrol in May 2021.

For 2022, the traffic officer continued to be assigned to a patrol crew from January to May. From May to December, the traffic officer was scheduled strictly on the traffic unit and supplemented patrol when necessary.

As you can see in the graph below, in May of 2023, the traffic officer moved back to a squad for coverage and was unable to do traffic unit duties.



| Type of Tickets* | 2021 | 2022 | 2023 |
|------------------------|-------------|-------------|-------------|
| Correction Notice | 1 | 0 | 0 |
| Criminal Non-Traffic | 55 | 93 | 98 |
| Criminal Traffic | 152 | 173 | 212 |
| Infraction-Non-Traffic | 8 | 8 | 11 |
| Infraction-Traffic | 767 | 976 | 907 |
| Parking | 29 | 52 | 19 |
| Drug Warnings | 0 | 1 | 1 |
| Total | 1012 | 1303 | 1248 |



*An issued ticket may have several different violations.



Red indicates the Traffic Officer was working the Traffic Unit detail.

Blue indicates the Traffic Officer was working General Patrol due to staffing.

Traffic Safety Photo Enforcement

Traffic safety camera systems are safety measures designed to reduce speeding and collisions while at the same time providing a force multiplier for the police units. Since beginning in 2009, the goal of our program has been pedestrian safety in our school zones and collision reduction on SR 522 (Bothell Way).

Stop for the **RED LIGHT**

The City currently operates three red-light camera locations. These include SR 522 at SR 104, SR 522 at NE 170th Street, and SR522 at NE 165th Street. Additionally, the City operates four school zone camera locations, which include LFP Elementary School (35th Ave NE), (40th PL NE), and Brookside Elementary School (NE 178th St), (37th Ave NE).

In 2019, the City upgraded the system technology and easy to read signs. The redesign and upgrade of the school zone locations enabled the cameras to capture the flashing beacon in the violation video package. This redesign elevated the City program to a best-practice design. The upgrade ensured the City has the industry's latest technology: a next-generation, non-invasive 3-D tracking radar that measures the distance, angle, and speed of up to 32 vehicles per approach.



| SR522 / SR104 | 2019 | 2020 | 2021 | 2022 | 2023 | VS. LAST YEAR |
|---------------------------------------|-------|-------|-------|-------|-------|---------------|
| COLLISIONS | 17 | 9 | 19 | 10 | 6 | ↓ |
| CITATIONS | 3,521 | 2,453 | 3,053 | 3,274 | 3,246 | ↓ |
| SR522 / NE 165TH ST | 2019 | 2020 | 2021 | 2022 | 2023 | VS. LAST YEAR |
| COLLISIONS | 10 | 7 | 4 | 2 | 5 | ↑ |
| CITATIONS | 2,129 | 1,738 | 2,507 | 3,018 | 3,282 | ↑ |
| SR522 / NE 170TH ST | 2019 | 2020 | 2021 | 2022 | 2023 | VS. LAST YEAR |
| COLLISIONS | 15 | 8 | 6 | 7 | 16 | ↑ |
| CITATIONS | 1,763 | 1,668 | 1,988 | 2,423 | 2,168 | ↑ |

Traffic Safety Photo Enforcement (con't)



Slow down for **PEDESTRIANS**

In 2021, schools opened in March with a “cohort” schedule due to the pandemic. This type of schedule required the school zone cameras to operate all day during the school session. This increase in traffic and school children, coupled with the effects of the pandemic, caused a large increase in violations and citations for this school year. **In 2022 and 2023, traffic citations returned to a normal forecasted level.**



| LFP | 2019 | 2020 | 2021 | 2022 | 2023 |
|-------------------|-------------|-------------|-------------|-------------|-------------|
| ELEMENTARY | | | | | |
| <i>COLLISIONS</i> | 0 | 0 | 1 | 2 | 0 |
| <i>CITATIONS</i> | 4,220 | 1,213 | 9,621 | 5,442 | 6,076 |
| BROOKSIDE | | | | | |
| ELEMENTARY | 2019 | 2020 | 2021 | 2022 | 2023 |
| <i>COLLISIONS</i> | 2 | 1 | 1 | 0 | 1 |
| <i>CITATIONS</i> | 3,633 | 1,590 | 13,394 | 7,543 | 8,663 |

Specialty Units



Traffic Officer J. Walker

Traffic Unit

The Traffic Officer utilizes a low-profile patrol vehicle to conduct targeted traffic enforcement around the city. He typically works with other patrol officers focusing on the Department’s Traffic Safety Plan and other problem areas identified through Traffic Calming Projects and Citizen Complaints.

In 2023, Officer Walker issued 233 citations. Unfortunately, Ofc. Walker was not able to work a full year in the traffic unit, as he had to rotate back into patrol duties because of staffing issues.

In the future, the department would like to see an additional traffic position added. We want to bring back the motorcycle traffic unit to patrol.



Major Crime Task Force (CSPA)

Lake Forest Park Police is part of the Coalition of Small Police Agencies, CSPA. The participating cities are Algona, Black Diamond, Carnation, Clyde Hill, Duvall, Enumclaw, Issaquah, Lake Forest Park, Medina, Mercer Island, Normandy Park, Pacific, and Snoqualmie. These cities have entered a partnership of resource sharing that has been applauded and recognized throughout the State. The Major Crimes Task Force (MCTF) has over 15 detectives from these agencies, with Lake Forest Park contributing two officers and one detective. The partnership and utilization of the MCTF are a crucial resource to the City and PD.

Specialty Units (con't)



SWAT/HNT

The Lake Forest Park Police Department is a member agency of the North Sound Metro SWAT Team (NSM). North Sound Metro SWAT is a regional Special Weapons and Tactics (SWAT) team that is composed of two distinct elements: the SWAT (tactical) team, and the Hostage Negotiation Team (HNT). The team is comprised of officers from the following municipal jurisdictions: Bothell, Edmonds, Kirkland, Lake Forest Park, Lynnwood, Mill Creek, Monroe, Mountlake Terrace, Mukilteo, and Redmond.

The team services a population base of well over a quarter million residents. Current approved staffing for tactical operators is 36, plus three team commanders. HNT is allotted 13 officers.

Officer George Coleman is attached as LFPPD's SWAT Operator on the team.



SWAT Officer G. Coleman



Officer Jason Czebotar

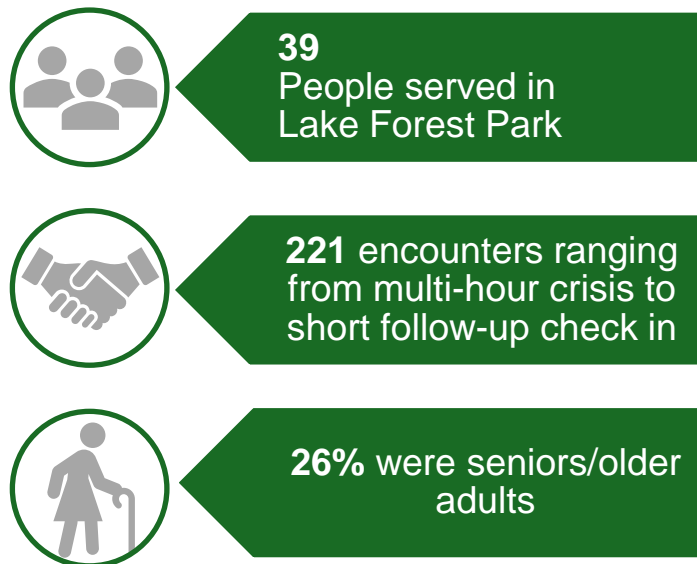
The SWAT team also incorporates highly trained officers as Crisis Negotiators. These officers use special training and verbal tactics to "talk" violent persons experiencing behavioral health crises into surrendering to law enforcement.

In 2023, LFPPD Officer Jason Czebotar was selected to be a member of the Hostage Negotiations Team.

Regional Crisis Response (RCR)

Established in 2023, by an inter-local agreement between the North King County cities of Shoreline, Lake Forest Park, Kenmore, Bothell and Kirkland, the Regional Crisis Response (RCR) Agency provides behavioral health first response services via the public safety system. RCR Crisis Responders deploy to people in crisis in our community who call 911, to improve outcomes and reduce reliance on the crisis system by connecting people to the community of care.

During 2023, Mental Health Professional Navigators met with 39 individuals in Lake Forest Park, (some multiple times), during a total of 221 encounters. Encounters could range from a multi-hour crisis de-escalation to a short follow-up check in to ensure that someone has been effectively connected to care.



RCR Crisis Responders responded to a wide variety of calls with Lake Forest Park officers during 2023, with increased coverage from previous years as the new team grew. Several themes emerged in Lake Forest Park this year- we saw larger numbers of people displaying signs of a behavioral health crisis in public spaces and older adults in need of a higher level of support in their homes.

In 2022 the RADAR Navigator Program was funded by grants from the King County MIDD Behavioral Health Tax Levy and the Washington Association of Sheriffs and Police Chiefs.

In 2023 the RADAR Navigator Program formally became the Regional Crisis Response (RCR) Agency, with funding from the City of Lake Forest Park and the other partner cities offering robust coverage seven days a week.



Regional Crisis Response (con't)

In 2023, the cities of Bothell, Kenmore, Kirkland, Lake Forest Park and Shoreline signed an Interlocal Agreement to create the Regional Crisis Response (RCR) Agency, consolidating and expanding the scope of the successful RADAR Navigator and Kirkland Community Responder Programs.

RCR Crisis Responders deploy to people in behavioral health crisis via the public safety 911 system, alongside police officers and firefighters, to provide de-escalation, assessment and referral to follow up services.



Regional Crisis Response Agency 2023 Annual Report



883
Individuals in
Crisis Served



2,696
Service
Encounters



10
Full-Time Crisis Responders
Working Across Five Cities

Demographic Data for Individuals Served by RCR

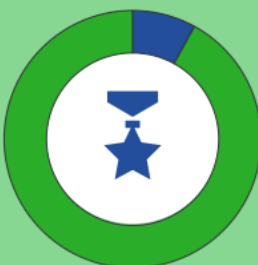
32% Homeless or Unhoused

RCR has seen growing numbers of individuals living unhoused over previous years of data from predecessor programs.



8% Military

Military status is self-identified and includes both active duty servicemembers and veterans.



30% BIPOC, 70% White

The breakdown of individuals served closely matches the demographic profile of the North King County Community.



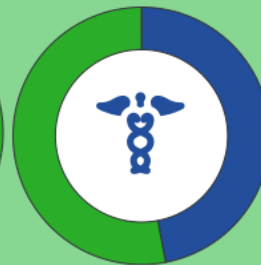
3% Primary Language other than English

Members of our team speak multiple languages, and utilize the Language Line to serve people in crisis who do not speak English.



47% have a Behavioral Health Condition

Although the percentage is likely higher, 47% of people served self-identified as having a mental health challenge, a substance use issue, or both.



RCR Agency Executive Director Brook Buettner



Regional Crisis Response (con't)

RCR Stories

Commonly in Lake Forest Park Police will become aware of an older adult who is no longer able to care for themselves in their home or in the community. Police officers know to bring RCR Crisis Responders in to support in these situations, and Crisis Responders work directly with the individual, or with family members to ascertain or obtain healthcare benefits, find appropriate covered care, and connect the individual to a long-term care team or supported living setting.

Crisis Responders worked for weeks with Lake Forest Park Police Officers to build rapport with an older woman who was living homeless and spending time at the Lake Forest Park Town Center. The team was able to establish a relationship with the woman, reach out to family in another state, and facilitate the daughter coming to pick up her elderly mother and take her home for care. As one Crisis Responder put it, "One fewer community member sleeping outside this winter!" Her daughter later reported that she had settled in, was not trying to leave, and was helping take care of a new puppy the family had gotten.

In another case, Crisis Responders worked extensively with the family of a young person who had become assaultive and was facing charges. Crisis Responders provided education to the family, referrals to mental health services, and support to work with a DV Advocate around the charges the young person was facing. The Crisis Responders often fill this role of a link between various systems for people experiencing confusing and overwhelming situations.

In another example, RCR Crisis Responders worked across city lines with an individual who resides in Shoreline but is frequently found intoxicated at the Lake Forest Park Town Center. RCR team members coordinated with the Shoreline Fire Mobile Integrated Health team as well as both police departments and treatment providers in the community, to provide resources for this individual and his spouse.

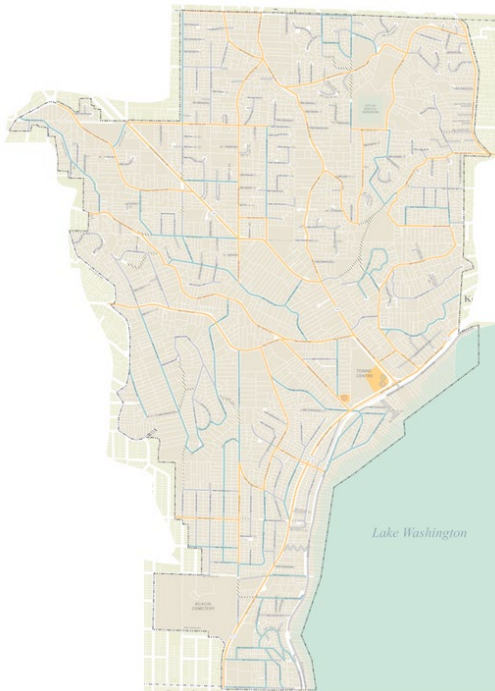


Support Services



Support Services
Division Commander

Lieutenant
Diego Zanella



The Lake Forest Park Police Support Services Division supports the department's operations and manages its administrative components. The Support Services Division includes the Records Unit, the Investigations Unit, and the Police Support Officer. It is led by the Support Services Lieutenant, who reports directly to the Chief of Police. This division manages recruiting, training, professional standards, prisoners' transports, court security, property & evidence, community events, etc.

Records Unit:

The Records Unit is an integral part of the daily operations of the police department. Our two Records Specialists are non-sworn personnel whose responsibilities include but are not limited to, the logging and tracking of all officer generated reports, the issuance of concealed firearms permits, the processing of a wide variety of records, logs, court documents, warrants, and other sensitive paperwork. Additionally, they provide timely, reliable, and accurate information in response to inquiries from the public and outside agencies. 2023 presented two major challenges for the Unit: the transition from Bothell Dispatch to the Northeast King County Regional Public Safety Communication Agency NORCOM and the WSP ACCESS Audit. Both challenges were successfully completed demonstrating, once again, the high level of professionalism and competence of our dedicated Records Specialists.

Police Support Officer (PSO):

The police department employs a full-time specially commissioned officer whose responsibilities include, but are not limited to, maintaining the Property & Evidence Unit, transporting prisoners, providing court security services, fingerprinting, and assisting the department with a multitude of administrative duties. Additionally, our police support officer assists the department in organizing various community events like "Shop With a Cop," "Safety Day for Kids," etc.

Investigations Unit:

The Investigations Unit generally consists of two full-time detectives. These highly trained officers conduct secondary investigations for felony crimes and juvenile cases. Additionally, they investigate Child Protective & Adult Protective Services referrals, and coordinate and monitor the registered sex offender's notification program. Unfortunately, in 2022, one of the detectives left the department, so the remaining investigator worked "solo" for the entire year. Currently, we expect that the second detective position will be filled on March 2024.

Lt. Diego Zanella
Support Services Division Commander

Records Unit

Records Specialists are primarily responsible for managing daily records tasks, including reviewing cases and forwarding them as necessary, tracking and reviewing traffic accident reports, and processing and auditing various types of tickets. Additionally, the Records department manages the majority of public records requests received by the police department and oversees the purging and archiving of older cases. The unit also attends regional records group meetings, with one specialist dedicated to handling all TAC responsibilities, such as audits and ensuring the yearly training for police staff is up to date, as well as conducting monthly validations. Furthermore, Records manages specific types of fingerprinting and licensing duties.



In 2023, records took in over 111 pounds of medication shipped for destruction.

The Drug Take Back Program aims to provide a safe means of disposal for prescription medications as well as educate the community about the potential for abuse of medications. The Lake Forest Park Police Department is proud to support this program and has its own disposal center located at their office. Police officers do not have access to the drug box and citizens will need to speak to records personnel if they have questions about the program.

The Records Unit manages Concealed Pistol Licenses (CPLs) and firearm transfers. In April 2023, the unit had to adapt to new regulations following the ban on assault firearms sales, requiring them to learn which firearms to deny and implement a new method for checking mental health histories for all transfers and CPLs.

Excitingly, in February 2024, the Records Unit welcomed the introduction of the Secure Automated Firearms (SAFE) system, which will streamline processes. All firearm transfers will now be handled by the Washington State Patrol, bringing efficiency to the procedure.

Additionally, the Records Unit dedicated approximately **90 hours to completing 376 public records requests** and background checks for employment. They also oversee licenses issued for Déjà vu, with **106 licensees issued in 2023** between renewals and new applications.



In 2023, there were 219 firearm transfers and 126 new or renewed concealed pistol licenses processed.

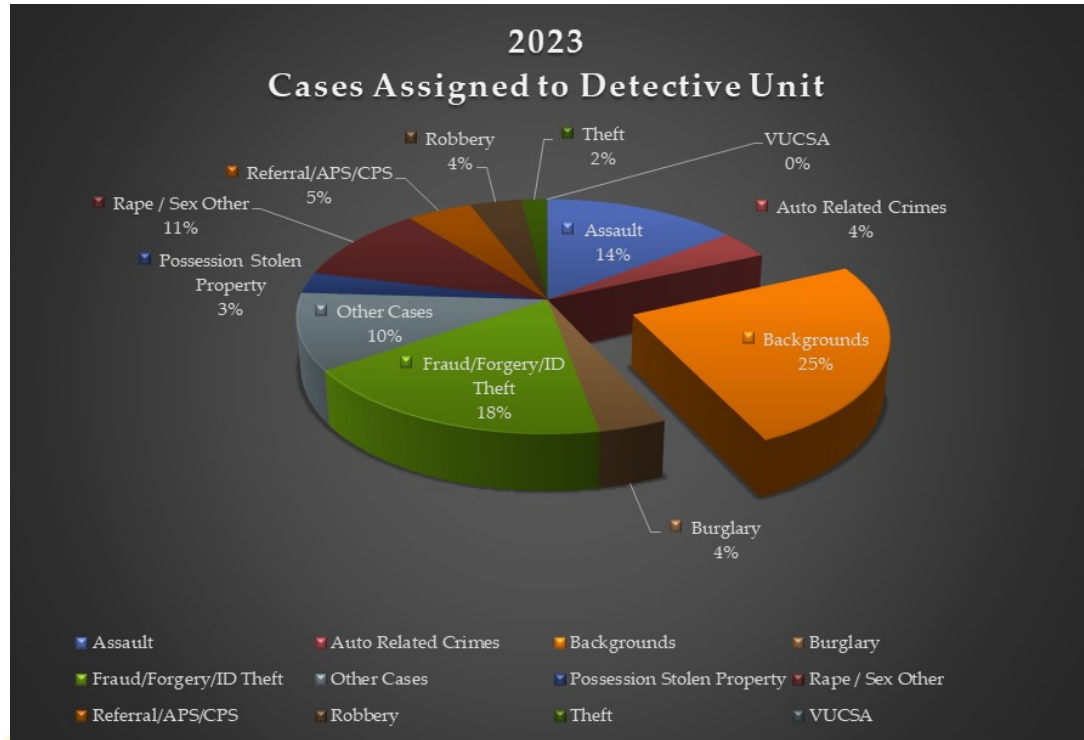
In 2023, significant milestones were achieved by the Records Unit. Early in the year, they successfully passed the Washington State Patrol ACCESS Audit. Towards the end of 2023, a major project commenced with the NORCOM Transition from Bothell Police Dispatch, marking another notable accomplishment.

Assigned Investigations



**Pictured:
Detective Teshlog**

Because of staffing shortages in 2023, our investigation unit operated with only one detective, whereas the standard requirement calls for a minimum of two full-time detectives.



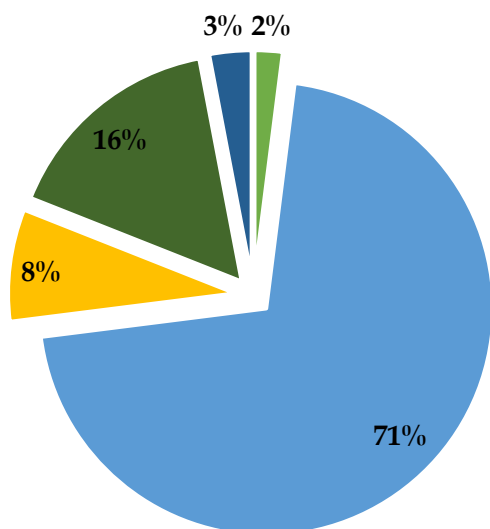
| Assigned Investigations | 2019 | 2020 | 2021 | 2022 | 2023 | vs. Last Year |
|-------------------------|------------|------------|-----------|------------|------------|---------------|
| Assault | 6 | 8 | 5 | 16 | 15 | ↓ |
| Auto Related Crimes | 4 | 2 | 5 | 6 | 4 | ↓ |
| Backgrounds | 7 | 2 | 8 | 10 | 26 | ↑ |
| Burglary | 16 | 19 | 8 | 11 | 4 | ↓ |
| Fraud/Forgery/ID Theft | 12 | 13 | 5 | 9 | 19 | ↑ |
| Other Cases | 24 | 25 | 10 | 7 | 11 | ↑ |
| PSP | 8 | 5 | 5 | 5 | 3 | ↓ |
| Rape / Sex Other | 3 | 10 | 9 | 10 | 11 | ↑ |
| Referral/APS/CPS | 32 | 15 | 19 | 14 | 5 | ↓ |
| Robbery | 0 | 2 | 1 | 3 | 4 | ↑ |
| Theft | 17 | 7 | 8 | 11 | 2 | ↓ |
| VUCSA (Drugs) | 20 | 16 | 5 | 2 | 0 | ↓ |
| Total | 149 | 124 | 88 | 104 | 104 | - |

Completed Investigations

| Completed Investigations | 2019 | 2020 | 2021 | 2022 | 2023 | vs. Last Year |
|--------------------------|------------|------------|-----------|------------|-----------|---------------|
| Assault | 6 | 5 | 4 | 13 | 14 | ↑ |
| Auto Related Crimes | 3 | 1 | 0 | 9 | 5 | ↓ |
| Backgrounds | 7 | 2 | 6 | 10 | 25 | ↑ |
| Burglary | 14 | 18 | 12 | 10 | 3 | ↓ |
| Fraud/Forgery/ID Theft | 16 | 15 | 4 | 12 | 12 | -- |
| Other Cases | 23 | 23 | 10 | 10 | 8 | ↓ |
| PSP | 2 | 8 | 3 | 3 | 3 | -- |
| Rape / Sex Other | 5 | 6 | 7 | 12 | 4 | ↓ |
| Referral/APS/CPS | 31 | 20 | 18 | 16 | 7 | ↓ |
| Robbery | 3 | 1 | 2 | 3 | 2 | ↓ |
| Theft | 21 | 10 | 7 | 10 | 0 | ↓ |
| VUCSA (Drugs) | 23 | 16 | 9 | 2 | 1 | ↓ |
| Total | 154 | 125 | 82 | 110 | 84 | ↓ |



2023 - Completed Investigations



- Inactive
- Arrest / Filed
- Unfounded
- Insufficient Evidence

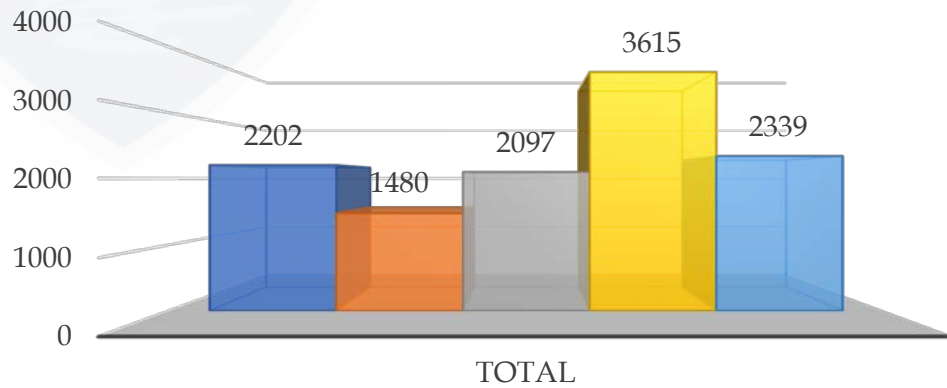
| Juvenile Involved | 2019 | 2020 | 2021 | 2022 | 2023 |
|-------------------|------|------|------|------|------|
| Cases | 12 | 14 | 10 | 14 | 15 |

Training

LFPPD administers a training program that provides for its personnel's professional growth and continued development. By doing so, the Police Department ensures its personnel possesses the knowledge and skills necessary to provide a professional level of service that meets the community's needs. Personnel train with the intent to offer a compassionate application of law enforcement services valuing the sanctity of all life.



Training Hours



Training (con't)



■ 2019 ■ 2020 ■ 2021 ■ 2022 ■ 2023



NORCOM



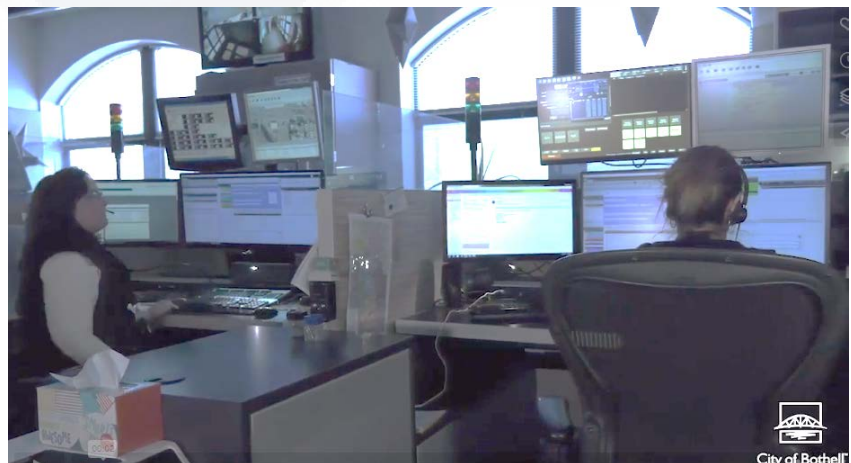
On June 20th, 2023, the City of Bothell made the decision to discontinue its dispatch services to Lake Forest Park, effective October 31st, 2023. Subsequently, Bothell entered into an agreement with NORCOM. Following this, on August 11th, 2023, the NORCOM Governing Board voted to approve the City of Lake Forest Park and its Police Department to become part of NORCOM.

On November 1st, 2023, the Lake Forest Park Police Department officially began operations with NORCOM. We are grateful to have retained the same communication airwaves as Bothell Police, fostering a seamless partnership in supporting and backing up each other's officers.

NORCOM serves as a regional dispatch center, managing over 350,000 calls for 8 police agencies and 13 Fire/EMS agencies, including our own Shoreline (Northshore) Fire/EMS. With over 60 telecommunicators, NORCOM operates around the clock and is overseen by a Governing Board, of which Lake Forest Park Police is a principal member.

The transition process, completed within a four-month period, involved significant milestones and collaboration. Key stakeholders, including IT teams from Lake Forest Park and Bothell, played crucial roles. Despite the challenges of adapting to new systems and protocols, our police staff performed admirably, and the transition proceeded smoothly with minimal disruptions.

While we bid farewell to our Bothell Dispatchers and close that chapter, we look forward to forging new relationships with our NORCOM dispatch services.



State Accreditation

The Lake Forest Park Police Department continues to follow the state accreditation standards set by the Washington State Association of Sheriffs and Police Chiefs. **Of the 250+ Police Departments in the State, only 59 have this Accreditation. Out of the 35 cities in King County, LFPPD is one of only 11 accredited city agencies. The next accreditation audit will occur in 2024.**

In 2020, the Lake Forest Park PD went through the re-accreditation process and successfully passed with no identified issues. This is no small task, given the stringent requirements of accreditation and the necessity to show compliance with 137 standards for the entire four-year period. The purpose of law enforcement agency accreditation is to professionalize the law enforcement industry by providing a review process for agencies to be certified as operating under industry best practices and standards.

Benefits of Accreditation Include:

- To increase public confidence in the agency
- To increase credibility
- To provide a systemized agency self-assessment
- To broaden perspectives
- To intensify administrative and operational effectiveness
- To ensure recruitment, selection, and promotion processes are fair and equitable
- To strengthen understanding of agency policies and procedures by agency personnel
- To improve agency morale and pride
- To decrease susceptibility to litigation and costly civil court settlements
- To potentially reduce liability insurance costs
- To provide state and local recognition of professional competence

Accreditation Standards:

The purpose of the WASPC Accreditation Program is to recognize agencies operating under industry best practices and standards. There are 147 accreditation standards covering major law enforcement areas including:

1. Goals and Objectives
2. Role and Authority
3. Use of Force
4. Management, Staffing, Organization, and Utilization of Personnel
5. Records Management
6. Information Technology
7. Unusual Occurrences
8. Health and Safety
9. Fiscal Management
10. Recruitment and Selection
11. Training
12. Performance Evaluation
13. Code of Conduct
14. Internal Affairs
15. Patrol Function
16. Investigative Function
17. Evidence and Property Control Function
18. Prisoner Security



Washington Association of
**SHERIFFS &
POLICE CHIEFS**

Behind the Badge



My name is Maurice “Red” Parrish and I have been a police officer for over twenty-eight years. I have been a member of the Lake Forest Park Police Department for twenty-five years after lateraling from another King County police agency. I currently serve as a patrol and training sergeant, and I am one of the Public Information Officers (PIO) for the department. I am a Crisis Intervention Trained (CIT) officer and, throughout my career, I served as a Field Training Officer (FTO), firearms instructor and department armorer, OC instructor, and Less Lethal Shotgun instructor. I have been happily married for over thirty years and I have two adult children. I am a proud veteran with the US Air Force and the Washington Air National Guard. When I am off duty, I enjoy working on my older home and refurbishing vintages axes and crosscut saws.

My name is Jason Czebotar and I have been a police officer for nineteen years – the last five with the City of Lake Forest Park as patrol officer. I am currently assigned to the Investigation Unit as a detective. I am a Hostage Negotiator with the North Sound Metro SWAT, and a detective on both the Major Crime Task Force and the Independent Force Investigation Team-King County. Additionally, I am a defensive tactics instructor, Taser instructor, and patrol tactics instructor. I started my law enforcement career with the Washington Department of Fish and Wildlife Police. I was with WDFW for approximately twelve years, and that is where I really learned how to investigate crimes. I have been also a TAC officer at the Police Academy, training new police officers statewide. Lake Forest Park has been a good fit for me, and my favorite part of the job is helping its citizens and make a difference in somebody’s life. In my off time, I enjoy getting out into the Pacific Northwest woods to climb, hike, snowshoe, and trail run.



New Hires



Officer Samantha Gouin

In May 2023, Officer Samantha Gouin became a member of our department. She is a veteran of the United States Marine Corps, where she held numerous key roles, and she also held supervisory positions within the private security sector. Samantha completed an Associates Degree at North Seattle College and received a certification at the National Personal Training Institute. Samantha is happily married and loves physical activities like lifting weights, hiking, running, biking, and paddle boarding.



Officer Frankie Montague

In September 2023, Officer Montague became a member of our department. He brings a wealth of experience having previously served as patrol officer with both Kirkland and Brier Police Departments. Frankie loves working out, listening to country music, and spending quality time with friends and family.



Officer Hubermann Alcean



In September 2023, Officer Alcean became a member of our department. Before embarking on his career in law enforcement, Hubermann worked as an Emergency Room Technician for several years. Currently, Hubermann serves in the Washington State Army National Guard as a Military Police officer. Hubermann is a devoted family man, happily married and proud father of five children.

New Hires (con't)

Domestic Violence Advocate Nancy Shattuck



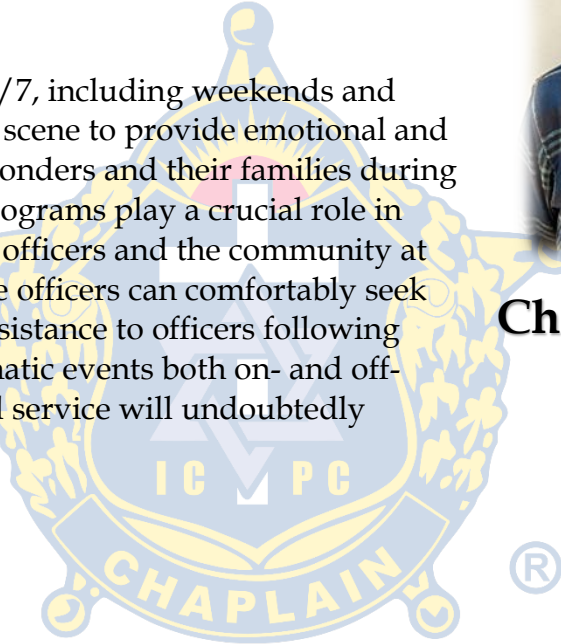
In January 2023, DV Advocate Nancy Shattuck became a member of our department. Nancy’s job is to assist victims of crime through the legal process, offer them safety plans, and provide them with education and resource referrals. Nancy, who is bilingual and completed a Bachelor’s degree at WSU, brings a wealth of knowledge and experience having previously worked with several police departments in our region. Nancy’s former coworkers described her as a well-organized, professional, knowledgeable DV advocate who provides excellent customer service to the DV victims, and keeps an excellent relationship with all the stakeholders (prosecutors, judges, police officers, etc.).

Chaplain Eric Trout joined us in February 2023. Prior to this, he served as a Chaplain for King County Sheriff’s Office, where he served as a support system for law enforcement officers and citizens in times of crisis. When he is not busy helping others, Eric enjoys outdoor activities and spending time with family and friends.

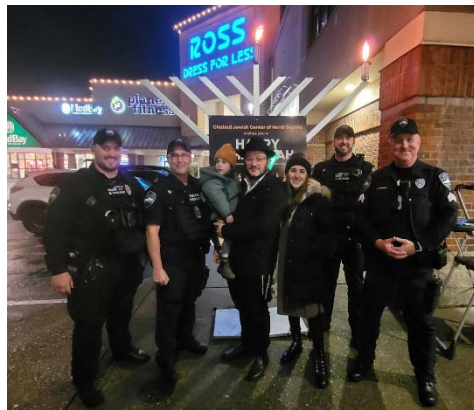


Police Chaplains are available 24/7, including weekends and holidays, and are brought on the scene to provide emotional and spiritual support to our first responders and their families during challenging times. Chaplaincy programs play a crucial role in supporting the well-being of our officers and the community at large. They foster a culture where officers can comfortably seek help and support and provide assistance to officers following critical incidents and other traumatic events both on- and off-duty. Chaplain Trout's continued service will undoubtedly benefit our staff and community.

Chaplain Eric Trout



Community



Community (con't)



National Night Out



Always a fun night for our community, National Night Out is a one-night event, beginning at 6 pm to 9 pm, when over 30 neighborhood parties come outside and meet their neighbors. Officers and Firemen come by the parties to join in the fun and talk about neighborhood issues.

National Night Out is an annual campaign to foster police-community partnerships and promote camaraderie among neighbors, ultimately creating safer and more compassionate neighborhoods. This initiative strengthens the bond between law enforcement and community members and rekindles a true sense of community. Additionally, National Night Out offers an excellent opportunity to facilitate positive interactions between police and neighbors.

On the first Tuesday of August, National Night Out is observed by millions of neighbors in thousands of communities across all fifty states. During this event, neighborhoods organize block parties, festivals, parades, cookouts, and other community events, including safety demonstrations, seminars, youth activities, visits from emergency personnel, exhibits, and much more.

Safety Day



Safety Day for Kids!

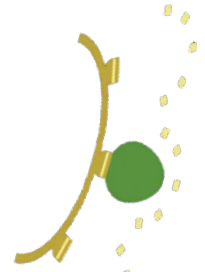
In June 2023, the Lake Forest Park Police Department organized a "Safety Day for Kids" event, an expanded version of the Bike Rodeo held in 2021. The event featured a bicycle obstacle course designed to teach children about stop signs, crosswalks, approaching corners, and being considerate towards other bikes and groups of people.

Representatives from King County Search & Rescue and Lake Forest Park Police Officers talked about outdoor and water safety. At the same time, bicycle helmets and life jackets were given away to children and adults with disabilities.

The event was joined by the Northshore Fire Department, a Police K9 unit, and the King County Marine Patrol Unit with their rescue boat. The NEMCo Emergency Management group was also present to discuss preparedness. Free "safety bags" were distributed to the children in attendance. The event was held in the parking lot behind the Lake Forest Park Police Department and was filled with fun activities.

Shop with a Cop

9th Annual Holiday Hero's Shop with a Cop 2023 Sponsored by the Rotary Club of Lake Forest Park



Shop with a Cop 2023



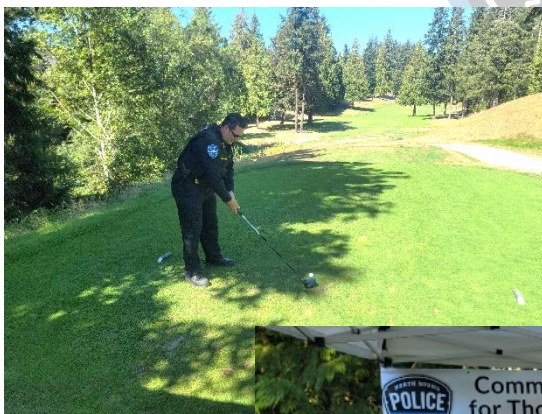
North Sound Police Foundation



The **North Sound Police Foundation** is a non-profit organization that supports law enforcement agencies in Lake Forest Park and Mill Creek. The foundation's mission is to enhance public safety and build community partnerships by providing resources and support to law enforcement agencies.

The North Sound Police Foundation raises funds through donations, grants, and community events, using these funds to support programs and initiatives not covered by government budgets. These initiatives include equipment and technology upgrades, training and education programs, community outreach and engagement, and support for officers and their families in times of need.

Overall, the North Sound Police Foundation plays a vital role in supporting the work of law enforcement agencies in the North Sound region and building stronger relationships between law enforcement and the communities they serve.



Social Media

Our organization's social media presence remains robust on multiple platforms, such as Facebook, Instagram, and Twitter. However, our largest and continuously growing following is on Nextdoor.com. Our police department's posts have been successful in reaching out to thousands of citizens, with hundreds of thousands of views. To improve our communication with the community, we have established the Community Partners Emergency Communication System. This system is aimed at keeping community members informed about emergent issues like natural hazards or police activities. Additionally, we have produced informative videos that can be found on our YouTube channel.



<https://www.facebook.com/LakeForestParkPD>



https://twitter.com/lfppd_police



<https://nextdoor.com/agency-detail/wa/lake-forest-park/lake-forest-park-police-department/>



<https://www.instagram.com/lakeforestparkpd/>



<https://www.youtube.com/@lakeforestparkpd>

Lake Forest Park Community Partners Emergency Notification System

When an event occurs within the City or in neighboring jurisdictions that our community needs to know about, providing current and accurate information to the public is of great importance. The Police Department has created this system to notify residents, businesses, service providers, and other partners when an event occurs in the City that will be of interest to them. The system is web-based and utilizes cellular phone text notifications. Ask for "Code Red" for more information.

Block Watch

Our Block Watch program encourages neighbors to get to know each other and work together to prevent crime; it involves citizens being trained to recognize and report suspicious activity in their neighborhoods. Citizens and police work together against crime, and citizens work with each other during emergencies. Get with your neighbors if you are interested in Block-Watch or are unsure if your neighborhood participates.

Crime Watch

Crime Watch is a program staffed by volunteers who check homes of residents who are out of town. Lake Forest Park Police Department sponsors this free service. Each volunteer is assigned a partner, both of whom will go out together in a city vehicle to check the houses of those residents who have submitted the Vacation House Check Form. Being a Crime Watch volunteer not only benefits our community, but also the individuals who volunteer. It is a way to become more acquainted with your neighbors, as well as an opportunity to learn how to navigate the complicated road system in Lake Forest Park.

CITY OF LAKE FOREST PARK
CITY COUNCIL WORK SESSION MEETING MINUTES
April 11, 2024

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It is noted this meeting was held in person in the Emergency Operations Center at City Hall and virtually via Zoom.

Councilmembers present: Lori Bodi, Deputy Mayor; Tracy Furutani, Vice Chair; Larry Goldman, Paula Goode, Jon Lebo, Semra Riddle, Ellyn Saunders

Councilmembers absent: None

Staff present: Tom French, Mayor; Phillip Hill, City Administrator; Calvin Killman, Building Official; Jeffrey Perrigo, Public Works Director; Mark Hofman, Community Development Director; Matt McLean, City Clerk

Others present: 2 visitors

CALL TO ORDER

Mayor French called the April 11, 2024 City Council work session meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

Deputy Mayor Bodi moved to approve the agenda as presented. Cmbr. Furutani seconded. The motion to approve the agenda as presented carried unanimously.

ORDINANCE 24-1292/Adopting the 2021 International Building Code and Other Construction-Related Codes

Building Official Killman presented the item and responded to questions. It will be brought back in the future for further discussion and consideration.

Traffic Cameras – Introduction

Cmbr. Furutani presented the item, which was followed by Council discussion. The Council's consensus was to continue to pursue additional traffic cameras.

ADJOURNMENT

There being no further business, Mayor French adjourned the meeting at 6:50 p.m.

Tom French, Mayor

Matt McLean, City Clerk

**CITY OF LAKE FOREST PARK
CITY COUNCIL REGULAR MEETING MINUTES
April 11, 2024**

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It is noted this meeting was held in person in the City Council Chambers and remotely via Zoom.

Councilmembers present: Lori Bodi, Deputy Mayor; Tracy Furutani, Council Vice Chair; Larry Goldman, Paula Goode, Jon Lebo, Semra Riddle, Ellyn Saunders

Councilmembers absent: None

Staff present: Tom French, Mayor; Phillip Hill, City Administrator; Jeff Perrigo, Public Works Director; Mark Hofman, Community Development Director; Diego Zanella, Police Lieutenant; Katie Phillips, Project Manager; Matt McLean, City Clerk

Others present: 8 visitors

CALL TO ORDER

Mayor French called the April 11, 2024 City Council regular meeting to order at 7:00 p.m.

FLAG SALUTE

Mayor French led the Pledge of Allegiance.

ADOPTION OF AGENDA

Cmbr. Lebo moved to approve the agenda as presented. **Deputy Mayor Bodi seconded.**
The motion to adopt the agenda as presented carried unanimously.

PUBLIC COMMENTS

Mayor French invited comments from the audience. There being no one in the audience or online who signed up to speak prior to the meeting, Mayor French closed public comments.

PROCLAMATION – Affordable Housing Week 2024

Cmbr. Riddle read a proclamation recognizing May 13-17, 2024, as Affordable Housing Week.

1 **PRESENTATION – King County Metro – Lynnwood Link Connections**

2
3 Luke Distelhorst, David VanderZee, and Chris Arkills, King County Metro (all via Zoom), gave the
4 presentation and responded to Council questions.

5
6 **PRESENTATION – Safe Speed Study**

7
8 Public Works Director Perrigo introduced John Pascal from The Transpo Group, who gave a brief
9 presentation and responded to questions.

10
11 Discussion followed.

12
13 **Acceptance of Safe Speed Study**

14
15 **Cmbr. Riddle moved** to accept the Safe Speed Study. **Cmbr. Goldman seconded. The**
16 **motion to accept the Safe Speed Study carried unanimously.**

17
18 **CONSENT CALENDAR**

19
20 **Cmbr. Riddle moved** to approve the Consent Calendar as presented. **Cmbr. Furutani**
21 **seconded. The motion to approve the Consent Calendar as presented carried**
22 **unanimously.**

- 23
24 1. March 21, 2024 City Council Budget and Finance Committee Meeting Minutes
25 2. March 23, 2024 City Council Special Meeting Minutes
26 3. March 25, 2024 City Council Committee of the Whole Special Meeting Notes
27 4. March 28, 2024 City Council Regular Meeting Minutes
28 5. Approval of City Expenditures for the pre-paid Accounts Payable dated April 4, 2024,
29 Claims Fund Check No. 86117 in the amount of \$4,250; and the Accounts Payable dated
30 April 11, 2024 Claims Fund Check Nos. 86118 through 86156 in the amount of
31 \$277,881.22; March 22, 2024 Payroll Fund ACH transactions in the amount of
32 \$176,288.94 and Direct Deposit transactions in the amount of \$190,097.79; additional
33 approved ACH transactions: State of Washington, \$9,651.28; Wells Fargo Equipment
34 Finance, \$15,378.53; total approved Claims Fund Transactions \$673,547.76

35
36 **RESOLUTION 24-1949/Authorizing the Mayor to Sign the Washington State Department of**
37 **Ecology 2023-2025 Municipal Stormwater Capacity Grant**

38
39 Project Manager Phillips presented the item and responded to questions. A brief discussion
40 followed regarding waiving the three-touch rule.

41

1 **Cmbr. Lebo moved** to waive the three-touch rule for Resolution 24-1949. **Deputy Mayor**
2 **Bodi seconded. The motion to waive the three-touch rule carried, with Cmbr. Goldman**
3 **opposed.**

4
5 **Cmbr. Furutani moved** to approve as presented Resolution 24-1949/Authorizing the
6 Mayor to Sign the Washington State Department of Ecology 2023-2025 Municipal
7 Stormwater Capacity Grant. **Cmbr. Riddle seconded. The motion to approve**
8 **Resolution 24-1949 as presented carried unanimously.**

9
10 Mayor French recessed the City Council at 8:19 p.m. and reconvened at 8:25 p.m.

11
12 **Deputy Mayor Bodi moved** to postpone consideration of Ordinance 24-1291/Creating a
13 New Chapter in the Lake Forest Park Municipal Code Relating to the Acceptance of
14 Donations, Resolution 24-1948/Creating a Temporary Policy Advisory Task Force for
15 Climate Planning, and Council Committee Reports to a future meeting. **Cmbr. Riddle**
16 **seconded. Following discussion, the motion to postpone Ordinance 24-1291,**
17 **Resolution 24-1948, and Council Committee Reports was carried unanimously.**

18
19 **RESOLUTION 24-1950/Authorizing the Mayor to Sign the First Amendment to the Professional**
20 **Services Agreement between the City of Lake Forest Park and SCJ Alliance for the 2024**
21 **Periodic Update of the Comprehensive Plan – Middle Housing**

22
23 Director Hofman presented the item and responded to questions.

24
25 **Deputy Mayor Bodi moved** to waive the three-touch rule for Resolution 24-1950. **Cmbr.**
26 **Riddle seconded. The motion to waive the three-touch rule carried unanimously.**

27
28 **Deputy Mayor Bodi moved** to approve as presented Resolution 24-1950/Authorizing
29 the Mayor to Sign the First Amendment to the Professional Services Agreement
30 between the City of Lake Forest Park and SCJ Alliance for the 2024 Periodic Update of
31 the Comprehensive Plan – Middle Housing. **Cmbr. Furutani seconded. The motion to**
32 **approve Resolution 24-1950 as presented carried unanimously.**

33
34 **COUNCIL COMMITTEE REPORTS/COUNCIL/MAYOR/CITY ADMINISTRATOR REPORTS**

35
36 Earlier in the meeting, Council Committee Reports were postponed to a future meeting.

37
38 **EXECUTIVE SESSION – Possible Acquisition of Real Property per RCW 42.30.110(1)(b)**

39
40 The City Council went into Executive Session at 8:35 p.m. for approximately 20 minutes for the
41 purpose of discussing possible acquisition of real property per RCW 42.30.110(1)(b).
42

1 At 9:00 p.m., it was announced the Executive Session would be extended an additional five
2 minutes.

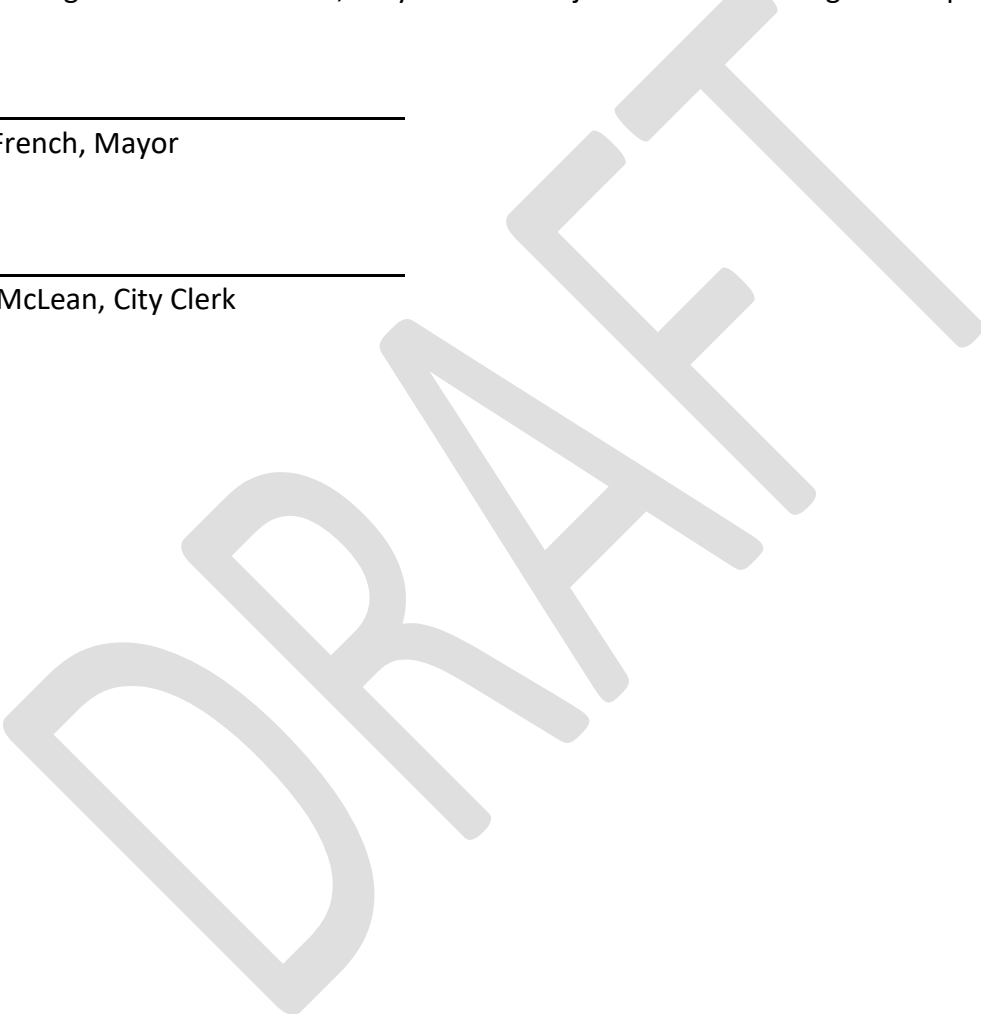
3
4 The Council returned from the Executive Session at 9:06 p.m. No announcements were made,
5 and no action was taken.

6
7 **ADJOURNMENT**

8
9 There being no further business, Mayor French adjourned the meeting at 9:06 p.m.

10
11
12 _____
13 Tom French, Mayor

14
15
16 _____
17 Matt McLean, City Clerk



City of Lake Forest Park
SORTED TRANSACTION CHECK REGISTER
04/25/2024

VOUCHER CERTIFICATION AND APPROVAL

We, the undersigned members of the Finance Committee of the City of Lake Forest Park, Washington, do hereby certify that the merchandise or services hereinafter specified have been received, an Accounts Payable Dated 04/25/24 CLAIM FUND Check Nos. 86157 through 86201 in the amount of \$182,491.95, a 04/08/24 PAYROLL FUND ACH transactions in the amount of \$194,966.05 and DIRECT DEPOSIT transactions in the amount of \$191,443.74, are approved for payment this 25th day of April 2024.

Additional approved transactions are:

- ACH transaction Invoice Cloud in the amount of \$1,623.10
- ACH transaction Wex Bank - Chevron in the amount of \$133.99

Total approved claim fund transactions: \$570,658.83

City Clerk

Mayor

Finance Committee

Bank Reconciliation

Checks by Date

User: tbaker@cityofflp.gov
 Printed: 04/18/2024 - 2:35PM
 Cleared and Not Cleared Checks



| Check No | Check Date | Name | Comment | Module | Clear Date | Amount |
|----------|------------|--|---------|--------|------------|-----------|
| 0 | 4/25/2024 | Invoice Cloud | | AP | | 1,623.10 |
| 0 | 4/25/2024 | Wex Bank - Chevron | | AP | | 133.99 |
| 86157 | 4/25/2024 | American Traffic Solutions Inc. | | AP | | 66,500.00 |
| 86158 | 4/25/2024 | Aurora Rents, Inc. | | AP | | 111.46 |
| 86159 | 4/25/2024 | Cascadia Consulting Group, Inc. | | AP | | 7,718.75 |
| 86160 | 4/25/2024 | Center for Human Services | | AP | | 6,750.00 |
| 86161 | 4/25/2024 | Code 4, LLC | | AP | | 328.67 |
| 86162 | 4/25/2024 | Databar | | AP | | 2,150.59 |
| 86163 | 4/25/2024 | DataQuest, LLC | | AP | | 366.01 |
| 86164 | 4/25/2024 | Epoch Design, LLC | | AP | | 2,931.93 |
| 86165 | 4/25/2024 | Tracy Furutani | | AP | | 1,209.05 |
| 86166 | 4/25/2024 | Galls, LLC | | AP | | 236.59 |
| 86167 | 4/25/2024 | Samantha Gouin | | AP | | 394.97 |
| 86168 | 4/25/2024 | James Santerelli Enterprises | | AP | | 100.00 |
| 86169 | 4/25/2024 | Johnston Group, LLC | | AP | | 4,778.72 |
| 86170 | 4/25/2024 | KDH Consulting, Inc | | AP | | 278.69 |
| 86171 | 4/25/2024 | King County Finance | | AP | | 824.00 |
| 86172 | 4/25/2024 | King County Pet License | | AP | | 120.00 |
| 86173 | 4/25/2024 | Law Offices of Christian W. Smith | | AP | | 300.00 |
| 86174 | 4/25/2024 | Liberty Scanning. LLC | | AP | | 2,072.70 |
| 86175 | 4/25/2024 | Madrona Law Group, PLLC | | AP | | 11,780.00 |
| 86176 | 4/25/2024 | Moon Security Service Inc. | | AP | | 1,230.36 |
| 86177 | 4/25/2024 | Navia Benefit Solutions | | AP | | 300.00 |
| 86178 | 4/25/2024 | Northshore Utility District | | AP | | 13,155.63 |
| 86179 | 4/25/2024 | Office Depot, Inc. | | AP | | 161.32 |
| 86180 | 4/25/2024 | PACE Engineers, Inc. | | AP | | 4,215.75 |
| 86181 | 4/25/2024 | Pitney Bowes Global Financial Svcs. | | AP | | 584.81 |
| 86182 | 4/25/2024 | Postmaster | | AP | | 320.00 |
| 86183 | 4/25/2024 | Public Safety Testing, Inc. | | AP | | 384.00 |
| 86184 | 4/25/2024 | Puget Sound Emergency Radio Network | | AP | | 6,645.60 |
| 86185 | 4/25/2024 | Puget Sound Energy | | AP | | 391.96 |
| 86186 | 4/25/2024 | Red Carpet Building Maint. Inc. | | AP | | 3,206.15 |
| 86187 | 4/25/2024 | Right on Heating | | AP | | 766.26 |
| 86188 | 4/25/2024 | Sarah Roberts | | AP | | 8,602.29 |
| 86189 | 4/25/2024 | Rotary Club of Lake Forest Park | | AP | | 110.00 |
| 86190 | 4/25/2024 | Shoreline Senior Center | | AP | | 6,250.00 |
| 86191 | 4/25/2024 | Manpreet Singh | | AP | | 126.00 |
| 86192 | 4/25/2024 | Snyder Roofing of Washington, LLC | | AP | | 1,930.70 |
| 86193 | 4/25/2024 | State Auditor's Office | | AP | | 6,697.51 |
| 86194 | 4/25/2024 | State Treasurer's Office | | AP | | 5,100.53 |
| 86195 | 4/25/2024 | Stewart MacNichols Harmell, Inc., P.S. | | AP | | 10,000.00 |
| 86196 | 4/25/2024 | TK Elevator Corporation | | AP | | 891.31 |
| 86197 | 4/25/2024 | TransUnion Vantage Data | | AP | | 0.39 |
| 86198 | 4/25/2024 | WA State Misdemeanant Probation Assc | | AP | | 40.00 |
| 86199 | 4/25/2024 | Washington Association of Sheriffs & P | | AP | | 2,000.00 |
| 86200 | 4/25/2024 | Washington State Department of Licens | | AP | | 258.00 |

Bank Reconciliation

Checks by Date

User: tbaker@cityofflp.gov
Printed: 04/18/2024 - 2:43PM
Cleared and Not Cleared Checks

Section 7, Item C.



| Check No | Check Date | Name | Comment | Module | Clear Date | Amount |
|---------------------|------------|------|------------------|--------|------------|------------|
| 0 | 4/8/2024 | | DD 00508.04.2024 | PR | | 191,443.74 |
| Total Check Count: | | | | | | 1 |
| Total Check Amount: | | | | | | 191,443.74 |

Bank Reconciliation

Checks by Date

User: tbaker@cityofflp.gov
 Printed: 04/18/2024 - 2:46PM
 Cleared and Not Cleared Checks



| Check No | Check Date | Name | Comment | Module | Clear Date | Amount |
|---------------------|------------|---------------------------------------|---------|--------|------------|------------|
| 0 | 4/8/2024 | AWC | | AP | | 6.40 |
| 0 | 4/8/2024 | AWC | | AP | | 45,142.66 |
| 0 | 4/8/2024 | Dream Ahead | | AP | | 100.00 |
| 0 | 4/8/2024 | Employment Security Dept. | | AP | | 540.43 |
| 0 | 4/8/2024 | Lake Forest Park/IRS | | AP | | 36,453.43 |
| 0 | 4/8/2024 | Law Enforcement Retirement | | AP | | 14,856.25 |
| 0 | 4/8/2024 | LEOFF TRUST | | AP | | 1,676.71 |
| 0 | 4/8/2024 | LFP Employee Guild | | AP | | 975.00 |
| 0 | 4/8/2024 | LFP PFL Trust Account | | AP | | 2,043.75 |
| 0 | 4/8/2024 | National D.R.I.V.E. | | AP | | 6.45 |
| 0 | 4/8/2024 | Navia - FSA | | AP | | 323.34 |
| 0 | 4/8/2024 | Navia Benefit Solutions, Inc. | | AP | | 10,088.30 |
| 0 | 4/8/2024 | Public Employees Retirement | | AP | | 24,169.12 |
| 0 | 4/8/2024 | Teamsters Local Union #117 | | AP | | 186.92 |
| 0 | 4/8/2024 | Texas State Disbursement Unit (SDU) | | AP | | 1,015.76 |
| 0 | 4/8/2024 | Vantagepoint Transfer Agents-107084 I | | AP | | 1,688.53 |
| 0 | 4/8/2024 | Vantagepoint Transfer Agents-107084 I | | AP | | 31,931.36 |
| 0 | 4/8/2024 | Vantagepoint Transfer Agents-304508 I | | AP | | 8,673.98 |
| 0 | 4/8/2024 | Wa.Cares Tax | | AP | | 903.06 |
| 0 | 4/8/2024 | Washington State Department of Labor | | AP | | 6,268.90 |
| 0 | 4/8/2024 | Washington State Support Registry | | AP | | 180.00 |
| 0 | 4/8/2024 | Washington Teamsters Welfare Trust | | AP | | 7,735.70 |
| Total Check Count: | | | | | | 22 |
| Total Check Amount: | | | | | | 194,966.05 |



CITY OF LAKE FOREST PARK CITY COUNCIL AGENDA COVER SHEET

Meeting Date April 25, 2024

Originating Department Community Development Department

Contact Person Mark Hofman, Community Development Director

Title Resolution 24-1948 / Creating a Temporary Policy Advisory Task Force for Climate Planning

Legislative History

- First Presentation March 28, 2024, Regular City Council Meeting
- Second Presentation/Action April 25, 2024, Regular City Council Meeting

Attachments:

1. Resolution 24-1948

Executive Summary

The city has been awarded a grant by the Department of Commerce in an amount not to exceed \$500,000 to assist with the climate planning policies and development regulations work needed to comply with the climate planning requirements of legislation passed in 2023 (HB 1181). The legislation added a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have a climate element with resilience and greenhouse gas emissions mitigation sub-elements.

This climate planning work is distinct and separate from the ongoing periodic update of the Comprehensive Plan, due by December 2024. Under GMA, Lake Forest Park is now required to complete the climate planning work by 2029. However, due to grant funding award and opportunity, Lake Forest Park can move forward its obligation and begin the climate planning work at this time, through June 2025, under the scope of work and budget for the Climate Planning Grant.

Through the attached Resolution, there will be created the city’s Climate Policy Advisory Team to consist of nine volunteer members, to be filled by (up to) three (3) members of the Planning Commission, three (3) members of the Climate Action Committee, one (1) member of the Tree Board, and two (2) qualified interested residents. The Climate Policy Advisory Team would be supported by a liaison from the City Council, as well as an alternate. The primary purpose of the task force is to advise

the city on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan.

Generally, the Climate Policy Advisory Team would meet once per month (schedule and dates to be determined), with special meetings as may be needed. The Climate Policy Advisory Team will be administered by the Community Development Director, who will have the support of the Community Development and Public Works Departments, as well as a qualified climate planning consulting firm (to be determined subject to an RFQ process) performing the scope of work for the Climate Planning Grant.

The Climate Policy Advisory Team shall be disbanded when their primary purpose of advising on the creation of a climate element to the Comprehensive Plan is completed, likely in Summer or Fall of 2025.

Background

As part of the climate planning policies and development regulations update, several required deliverables were identified that fit within the timeline of the grant. Specifically included as Task 2.1 in the scope of work for the grant is:

- Form a Climate Policy Advisory Team

Section 2.22.020.C of the Lake Forest Park Municipal Code authorizes the creation of “task forces or committees” on a temporary or indefinite basis to deal with a specific policy area or issue. Such task forces may be created jointly by the Mayor and the Council. Scopes of work are subject to Council approval and the committee will be disbanded when its purpose has been achieved or terminated.

The city had not yet begun discussion and advertisement for interest, appointment, or confirmation procedures for the suggested task force prior to introduction at the March 28, 2024 meeting of the City Council. Review and direction from the City Council was first sought at introduction of the Resolution regarding the purpose, formation, make up and temporary basis, etc. as deemed appropriate. Candidates for confirmation by Council will be brought to a future meeting for consideration.

On March 28, 2024 City Council directed staff to discuss the formation of a Climate Policy Advisory Team at the upcoming meetings of the Planning Commission, Climate Action Committee, and Tree Board and return to the Council’s regular meeting of April 11, 2024.

In addition to the primary climate element and planning purpose of the task force, assistance with the following tasks is also anticipated:

- Explore climate impacts, identify community assets, and consider environmental justice;
- Audit existing plans and policies for climate gaps and opportunities;
- Assess vulnerability and risk;
- Pursue pathways to adapt/expand existing goals and identify policy co-benefits;
- Gather local greenhouse gas (GHG) emission and planning data;
- Inventory and estimate GHG emissions;
- Perform a vehicle mile travel (VMT) study;

- Establish emission reduction targets;
- Produce a final review draft of a climate element with resilience and greenhouse gas emissions goals and policies.

Fiscal & Policy Implications

Support of the Climate Policy Advisory Team will have minimal fiscal impact as it can be supported by existing staff and funds from the Climate Planning Grant.

Alternatives

| <i>Options</i> | <i>Results</i> |
|---|---|
| <ul style="list-style-type: none">• Authorize the creation of a Climate Policy Advisory Team. | The Climate Element Planning work will be supported by a broad advisory team of qualified members. |
| <ul style="list-style-type: none">• Do not form a Climate Policy Advisory Team. | The full formation and review of the Climate Element Planning work will be assisted by efforts to coordinate with the Planning Commission and the Climate Action Committee. |

Staff Recommendation

As directed, staff will discuss the formation of a Climate Policy Advisory Team at the April 4, 2024 meeting of the Planning Commission, the April 2 meeting of the Climate Action Committee, and the April 3 meeting of the Tree Board, then return to the Council’s regular meeting of April 11, 2024 with feedback. Following a review of the attached Resolution, staff recommends waiving the three-touch rule and that the Council pass resolution 24-1948, creating the Climate Policy Advisory Team.

RESOLUTION NO. 24-1948

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, CREATING A TEMPORARY POLICY ADVISORY TASK FORCE FOR CLIMATE PLANNING

WHEREAS, the Administration and City Council are in agreement that climate change poses real hazards to the City of Lake Forest Park and its citizens; and

WHEREAS, the Administration and City Council recognize that many citizens of Lake Forest Park possess important expertise pertaining to the effects and mitigations of climate change; and

WHEREAS, Chapter 2.22 of the Lake Forest Park Municipal Code (LFPMC), Volunteer Commission System, provides in section 2.22.020.C for the creation of task forces or committees on a temporary or indefinite basis to deal with a specific policy area or issue; and

WHEREAS, under the Growth Management Act (GMA), the City of Lake Forest Park is required to perform a periodic update of its comprehensive plan by the end of 2024; and

WHEREAS, separate but related to the effort for the periodic update of the Comprehensive Plan, the City of Lake Forest Park is required to comply with the additional climate planning requirements of Washington State legislation passed in 2023 (HB 1181). The legislation adds a climate goal to the Growth Management Act (GMA) and requires local comprehensive plans to have a climate element with resilience and greenhouse gas emissions mitigation sub-elements; and

WHEREAS, to assist with the climate planning policies and development regulations work needed to comply with GMA legislation, the State Legislature has provided essential funding available to local jurisdictions to help offset the burden and cost of compliance; and

WHEREAS, the Department of Commerce has awarded the City a grant of \$500,000 to assist with climate planning Comprehensive Plan policies and development regulations as required by the GMA; and

WHEREAS, Task 2.1 of the Scope of Work for the Commerce Climate Planning Grant includes formation of a Climate Policy Advisory Team; and

WHEREAS, the city seeks broad qualified community member advice on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lake Forest Park, as follows:

Section 1 CREATION OF CLIMATE POLICY ADVISORY TEAM. Pursuant to Section 2.22.020.C of the Lake Forest Park Municipal Code (LFPMC), the Mayor and City Council do jointly create a temporary task force, titled the Climate Policy Advisory Team. The function of the Climate

Policy Advisory Team is to act as a temporary task force advising on climate planning resulting in a new climate element added to the city’s Comprehensive Plan.

The Climate Policy Advisory Team will consist of up to nine volunteer members, nominated by the Mayor and confirmed by the City Council, to be filled by (up to) three (3) members of the Planning Commission, (up to) three (3) members of the Climate Action Committee, one (1) member of the Tree Board, and two (2) qualified interested residents. Each member will be appointed to a term consistent with the primary purpose and duration of the Climate Policy Advisory Team, likely through Summer or Fall, 2025.

The Climate Policy Advisory Team will internally select a chair and vice chair, will meet at least monthly, and all public meetings will be held in accord with the Open Public Meetings Act, Chapter 42.30 RCW. The City Council will appoint a Council Liaison and Alternate. The Climate Policy Advisory Team will be administered by the Community Development Director, who will have the support of the Community Development and Public Works Departments, as well as a qualified climate planning consulting firm performing the scope of work for the Climate Planning Grant.

Section 2. PURPOSE. The primary purpose of the task force is to advise the city on policy and regulations resulting in the addition of a climate element to the Comprehensive Plan.

Section 3. DISBANDMENT. The Climate Policy Advisory Team may be disbanded jointly by the Mayor and City Council at any time.

Section 4. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

PASSED BY A MAJORITY VOTE of the members of the Lake Forest Park City Council this ____ day of _____, 2024.

APPROVED:

Tom French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.:



CITY OF LAKE FOREST PARK CITY COUNCIL AGENDA COVER SHEET

Meeting Date April 25, 2024

Originating Department Executive

Contact Person Phillip Hill, City Administrator
Kim Adams Pratt, City Attorney

Title Ordinance 24-1291/Creating a new chapter in the Lake Forest Park Municipal Code relating to the acceptance of donations

Legislative History

- First Presentation April 22, 2024 Committee of the Whole
- Second Presentation April 25, 2024 Regular Meeting

Attachments:

1. Ordinance 24-1291/Adopting a new chapter in the Lake Forest Park Municipal Code "Acceptance of Donations"

Executive Summary

The mayor and council have expressed interest in adopting policies and procedures to allow for the city to receive donations. Local governments in Washington State are allowed to receive donations per RCW 35.21.100, which states:

Every city and town by ordinance may accept any money or property donated, devised, or bequeathed to it and carry out the terms of the donation, devise, or bequest, if within the powers granted by law. If no terms or conditions are attached to the donation, devise, or bequest, the city or town may expend or use it for any municipal purpose.

Included is a draft ordinance for council discussion.

Background

Currently there is not a mechanism allowing the City of Lake Forest Park to accept donations. Over the past few years members of the public have desired to donate to the police department. To accept these

donations, they have been made to an outside non-profit police foundation on behalf of the police department.

Adopting a policy by which the city can accept all forms of donations intended specifically to benefit the city will provide for an easy to understand and accessible process. The draft ordinance sets limitations on donations that may be accepted by the mayor or designee, those to be considered for acceptance by city council, and provides a general structure for assessing whether the proposed donation is consistent with city adopted plans and visions, and assessing costs associated with ownership, prioritization of city resources, and any terms or restrictions on the donation.

Allowed donations, including those to support the city in a declared local emergency, and Prohibited Donations are also outlined in the proposed ordinance.

Fiscal & Policy Implications

Fiscal implications would be considered as part of the proposed donation assessment, such as operations and maintenance associated with real property donations.

Section 2 directs the Finance Director to establish accounting procedures to carry out the terms of the chapter.

Alternatives

| <i>Options</i> | <i>Results</i> |
|--|---|
| <ul style="list-style-type: none"> Adopt policies and procedures allowing for donations to the city. | <p>The administration will create the necessary forms and procedures to support donations to the city.</p> |
| <ul style="list-style-type: none"> Do not adopt policies and procedures allowing for donations to the city. | <p>Donations to the police department will be allowed through the outside police foundation and all others require separate ordinances for each donation.</p> |
| | |

Staff Recommendation

Approval of Ordinance 24-1291 adopting a new chapter in the Lake Forest Park Municipal Code "Acceptance of Donations."

ORDINANCE NO. 24-1291

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, RELATING TO THE ACCEPTANCE OF DONATIONS BY THE CITY OF LAKE FOREST PARK; PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO, PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lake Forest Park (the "City") is a non-charter code city, by virtue of the Constitution and laws of the State of Washington; and

WHEREAS, pursuant to Chapter 35A.11 RCW, the City Council may adopt and enforce ordinances of all kinds relating to and regulating its local or municipal affairs and appropriate to the good government of the City; and

WHEREAS, the City has been and may continue to be approached by private citizens, business groups, or other private organizations desiring to make donations to the City for public purposes; and

WHEREAS, the City Council desires to adopt this ordinance to establish the policies and procedures of the City to accept money or non-monetary donations, devises, or bequests.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. ADOPTION. A new chapter XXXX Lake Forest Park Municipal Code is created "Acceptance of Donations" as follows:

XXXX Purpose.

The purpose of this chapter is to establish policies and procedures for acceptance of donations by the City of Lake Forest Park. The City Council finds it prudent to adopt such policies and procedures to direct the administration in instances where an individual or entity wishes to make a donation to the City for public purposes.

XXXX Definitions.

The following definitions shall apply to this chapter:

“Conflict of Interest” means an action that, if taken by a City officer or employee, would violate a local, state, federal, or professional code of ethics applicable to that City officer or employee

"Donation" refers to any money or property, real or personal, donated, devised, or bequeathed, with or without restriction, to the City of Lake Forest Park. As used in this chapter, the term "donation" does not refer to any money or property, real or personal that may be reasonably classified as a grant.

“Donation Agreement” means the legal instrument, in a form approved by the City Attorney, that sets out the terms and conditions of the donation and is executed by the authorized representatives of the City and of the Donor.

“Financial Asset” means stocks, bonds, and assets readily convertible into Cash, such as a marketable security, a note, an account receivable, and cryptocurrency.

“Monetary Donation” means the official legal tender of a sovereign nation state, checks, and money orders.

“Personal Property” means any movable or intangible thing that is subject to ownership and is not Real Property. For the purposes of this Chapter, “Personal Property” does not include Monetary donation or Financial Assets.

“Real Property” means land, and anything growing on, attached to, or erected on it, excluding anything that may be easily severed without injury to the land.

XXXX Acceptance of Donations

A. Limitation on Acceptance of Donations. The City may accept and use donations only for purposes related to those powers granted to the City by law. All donations to the City that are accompanied by any contingency, term, or condition on the use by the City of such donation that is inconsistent with this chapter, contrary to law, or inconsistent with the policies, plans, goals, or any other ordinance of the City shall be declined by the City. Subject to this limitation, the following apply to the acceptance of donations:

1. Monetary Donations under \$10,000. The Mayor or designee is authorized to accept any monetary donation under \$10,000 to the City, and to abide by any terms or conditions of the donation. If no terms or conditions are attached to the donation the City may expend or use the same for any public purpose consistent with this chapter. Such donations shall be reported to the City Council at the first regular meeting following acceptance.
2. Monetary Donations of \$10,000 or Greater. Any monetary donation of \$10,000 or greater shall be approved by the City Council before

acceptance. Upon such approval by the City Council, the Mayor or designee is authorized to accept such monetary donation to the City, and to abide by any terms or conditions of the donation. If no terms or conditions are attached to the donation the City may expend or use the same for any public purpose consistent with this chapter.

3. Personal Property Donations Directly Supporting City Events or Community Activities. The Mayor or designee is authorized to accept personal property donations that support specific city events and other community activities.

4. Other Personal Property Donations. The Mayor or designee will assess the utility to the City and value of personal property donations offered to the City (other than in subpart 3. Above).

a. If the estimated value of the donation is less than \$10,000, the Mayor or designee is authorized to accept such donations. Such donations shall be reported to the City Council at the first regular meeting following acceptance.

b. If the estimated value of the donation is \$10,000 or greater, the Mayor or designee is authorized to accept such donation upon approval by the City Council.

5. Real Property Donations. The Mayor or designee will evaluate the proposed donation for consistency with City adopted plans and visions, costs associated with ownership, prioritization of City resources, and any terms or restrictions on the donation. The donation shall be presented to the City Council for evaluation and a decision whether to accept the donation. If the donation is accepted by the City Council, the Mayor is authorized to execute all legal instruments necessary to effectuate acceptance of the donation and the transfer of the real property to the City.

B. The City shall not take possession of any Donation until it has been accepted and a Donation Agreement has been fully executed by the Donor and the City officer or employee authorized to accept the Donation.

XXXX Emergencies.

A. Where a proclamation of local emergency has been declared pursuant to Chapter 8.15 LFPMC, the Mayor is authorized to accept any donation that may reasonably aid the City in responding to the emergency.

B. The authority granted to the Mayor under this section shall expire when the proclamation of local emergency is lifted.

XXXX Prohibited Donations.

The City shall not accept Donations from following categories of donors or donations:

- A. Candidates, as defined by RCW 42.17A.005;
- B. Political Committees, as defined by RCW 42.17A.005;
- C. An individual or entity with a pending application for a permit or approval by the City;
- D. An individual or entity that has submitted a bid, proposal, or quote to the City and no decision to award a contract for the advertised work has been made;
- E. An individual or entity that has a matter pending before the City’s Hearing Examiner; and
- F. An individual or entity that is in active litigation with the City.

G. Where acceptance of the donation would constitute a conflict of interest.

G-H. Donors of real property or monetary donations greater than \$10,000 are prohibited from applying for permits under Titles 16 and 18 of the LFPMC for twelve months after the acceptance of their donation by the City.

XXXX Procedure for Acceptance of Donation.

A. All donations shall be offered in writing to the City and directed to the Mayor or designee. The City shall not take possession of any Donation until it has been accepted and a Donation Agreement has been fully executed by the Donor and the City officer or employee authorized to accept the Donation.

B. If a donation is not approved or accepted by the City, but the City is in receipt of same, the donation shall be immediately returned to the private citizen, business group, or private organization attempting to make such donation in a manner that properly documents the return of such donation by the City.

Section 2 ACCOUNTING PROCEDURES. The Finance Director is directed to establish accounting procedures as may be necessary to carry out the terms of this chapter, in accordance with all applicable laws of the State of Washington and requirements of the Office of the State Auditor.

Section 3. SEVERABILITY. Should any portion of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 4. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. EFFECTIVE DATE. This ordinance shall take effect five (5) days after passage and publication.

APPROVED BY A MAJORITY the Lake Forest Park City Council this XXth day of XXXX, 2024

APPROVED:

Tom French
Mayor

ATTEST/AUTHENTICATED:

Matthew McLean
City Clerk

APPROVED AS TO FORM:

Kim Adams Pratt
City Attorney

- Introduced:
- Adopted:
- Posted:
- Published:
- Effective:



CITY OF LAKE FOREST PARK CITY COUNCIL AGENDA COVER SHEET

Meeting Date April 25, 2024

Originating Department Executive

Contact Person Phillip Hill, City Administrator

Title Approval of Resolutions 24-1951/Authorizing the Mayor to execute the Settlement Participation Form for the Janssen Washington State-Wide Opioid Settlement Agreement dated January 22, 2024 "Janssen Settlement".

Legislative History

- First Presentation/Action – April 28, 2022, Resolution 1845 executing the One Washington Memorandum of Understanding
- Second Presentation/Action – September 8, 2022, Resolutions 1854 and 1855 executing the Allocation Agreement and Participation Forms
- Third Presentation/Action – March 23, 2023, Resolution 23-1888 and 23-1889 executing the second Allocation Agreement and Participation Forms
- Fourth Presentation/Action – April 25, 2024, Resolution 24-1951 executing the third settlement Participation Form

Attachments:

1. Resolution 24-1951 Authorizing Execution of the Settlement Participation Form

Executive Summary

This agenda item seeks City Council authorization for the Mayor to execute the Settlement Participation Form for the Janssen Washington State-Wide Opioid Settlement Agreement dated January 22, 2024 (Janssen Settlement). The terms of distribution to the City are as previously agreed in the One Washington Memorandum of Understanding, which is an exhibit to the Janssen Settlement. The Settlement Participation Form must be submitted by May 11, 2024.

Background

Multiple states, counties, and cities throughout the nation have brought lawsuits over the last few years against various entities within the pharmaceutical supply chain that manufacture, distribute, and dispense prescription opioids (the “Opioid Distributors”). The State of Washington has now reached a settlement with another Opioid Distributor – Johnson & Johnson.

Washington cities and counties with populations over 10,000 can join this settlement, and if a sufficient number join, they will receive funds that must be spent on efforts to combat the opioid epidemic. The proceeds can only be used for approved purposes as outlined in the agreement, such as treatment for opioid use disorder (“OUD”), support for people in treatment and recovery, providing connections to care for people who have—or are at risk of developing—OUD, addressing the needs of persons with OUD in the criminal justice system, training, and research. Local governments can spend the money directly or pool the money with other local governments on a regional basis.

Fiscal & Policy Implications

The City’s execution of the Settlement Participation Form will guarantee that the City receives a portion of the settlement proceeds from the Janssen Settlement if executed by the required number of counties and cities.

Staff Recommendation

Adopt Resolution 24-1951 authorizing the Mayor to execute the Settlement Participation Form related to the allocation and use of opioid litigation settlement proceeds from the Janssen Settlement.

RESOLUTION NO. 24-1951

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE DISTRIBUTORS WASHINGTON SETTLEMENT PARTICIPATION FORM RELATED TO THE NATIONWIDE OPIOID LITIGATION

WHEREAS, multiple states, counties, and cities throughout the nation have brought lawsuits over the last few years against various entities within the pharmaceutical supply chain that manufacture, distribute, and dispense prescription opioids (the “Opioid Distributors”); and

WHEREAS, Washington cities and counties with populations over 10,000 can join this settlement, and if a sufficient number join, they will receive funds that must be spent on efforts to combat the opioid epidemic; and

WHEREAS, a local government can either spend the money itself or elect to pool its money with other local governments on a regional basis; and

WHEREAS, the proceeds can only be used for approved purposes, such as treatment for opioid use disorder (“OUD”), support for people in treatment and recovery, providing connections to care for people who have—or are at risk of developing—OUD, addressing the needs of persons with OUD in the criminal justice system, training, and research; and

WHEREAS, in order for the settlement to be finalized, Washington local governments that filed suit against these opioid distributors need to sign the Participation Form releasing their claims and then dismiss them with prejudice, and ninety percent (90%) of Washington local governments with a population of over 10,000 that did not file a lawsuit against the Opioid Distributors (such as the City of Lake Forest Park) need to sign the Participation Form releasing their potential claims; and

WHEREAS, all eligible cities and counties with populations over 10,000 joined by signing the first Participation Form, but if not enough join this settlement, the settlement is void and neither the State nor Washington cities or counties will get any settlement money; and

WHEREAS, the City Council finds it is in the best interest of the City to execute the Participation Form to ensure the settlement receives sufficient participation by local governments and to help combat the opioid epidemic in this State;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lake Forest Park, as follows:

Section 1. AUTHORIZATION. The City Council of the City of Lake Forest Park authorizes the Mayor to sign the Settlement Participation Form, included herewith as Attachment 1.

Section 2. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto

PASSED BY A MAJORITY VOTE of the members of the Lake Forest Park City Council this __ day of April, 2024.

APPROVED:

Thomas French
Mayor

ATTEST/AUTHENTICATED:

Matt McLean
City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.: 24-1951

EXHIBIT B

Settlement Participation Form

| | |
|----------------------|--------|
| Governmental Entity: | State: |
| Authorized Official: | |
| Address 1: | |
| Address 2: | |
| City, State, Zip: | |
| Phone: | |
| Email: | |

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Janssen Washington State-Wide Opioid Settlement Agreement dated January 22, 2024 (“Janssen Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Janssen Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Janssen Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Janssen Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 30 days of the filing of the Consent Judgment, secure the dismissal with prejudice of any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Janssen Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Janssen Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Janssen Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Janssen Settlement.
7. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Janssen Settlement, including but not limited to all provisions of Section IV (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity

elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Janssen Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Janssen Settlement shall be a complete bar to any Released Claim.

8. In connection with the releases provided for in the Janssen Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Janssen Settlement.

9. This Settlement Participation Form shall be deemed effective as of the Effective Date of the Janssen Settlement.
10. Nothing herein is intended to modify in any way the terms of the Janssen Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Janssen Settlement in any respect, the Janssen Settlement controls.

I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

City Administrator Report City of Lake Forest Park

Date: April 25, 2024

TO: Honorable Deputy Mayor and Councilmembers

FR: Phillip Hill, City Administrator

CC: Honorable Mayor Tom French
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.

Police Department

Officers responded to an aggressive solicitor complaint. The caller stated a male subject knocked on their door and announced he was a felon and wanted to “talk.” This frightened the homeowner, who called the police. The solicitor became aggressive with officers, at which point the reporting party and the solicitor began yelling at each other. The solicitor refused to ID himself, claiming a religious exemption. The solicitor was warned he would be cited if he continued to solicit magazine sales.

Officers responded to a suspicious vehicle and determined it was reported stolen out of Seattle. Officers confirmed it was stolen and notified the owner. The owner arrived and stated it was not his vehicle. It appears the identification plates were swapped with another vehicle. This second vehicle was determined to be stolen out of Seattle as well. The original vehicle information was re-entered as stolen.

A caller reported her husband drives intoxicated through Lake Forest Park every night. Officers located the vehicle traveling on Bothell Way. Officers followed the vehicle all the way to its house. However, no traffic violations or indications of intoxicated driving were observed.

Seattle PD contacted LFPPD, stating they had located one of our stolen vehicles. During the investigation, it was determined that the same vehicle had possibly been used in a burglary in Lynnwood. Seattle PD impounded the vehicle, and the owner was notified.

Officers contacted an occupied vehicle in Animal Acres Park after dark. Officers discovered the passenger had multiple warrants for her arrest for theft. The subject was later transported and released to Edmonds PD for their warrants.

Officers were dispatched to a subject passed out in a vehicle parked behind a business. The caller stated the subject was slumped over the wheel, and they were unsure if the subject was breathing. Officers spoke with the subject, who refused to identify himself and indicated he was fine. Officers observed no evidence of DUI or drugs.

Officers located several subjects slumped over in a vehicle parked near the LFP Bar and Grill. A citizen also said they had seen the subjects throwing garbage over the fence near the dumpsters earlier. Several subjects were contacted and found to have multiple warrants for their arrest. One subject also returned as a "highly violent" offender. Subjects were later booked into Snohomish County jail for their warrants.

A subject reported finding broken glass where his car had been parked. While officers were taking a stolen vehicle report, the owner got a ping on his vehicle in Seattle. SPD was advised and asked to conduct an area check for the vehicle. The vehicle has not been located.

Officers contacted an intoxicated subject at the LFP Towne Center. The subject was reported to run into a wall. The subject refused medical attention and the offer for an officer of a ride home. The subject refused to identify himself. The subject was advised the Towne Center was closed and to leave the property.

A caller reported a male subject wandering in his neighborhood, asking to call Seattle police because someone was trying to harm him. The subject continued to yell while walking around. Officers contacted the subject, who advised he had been detoxing from methamphetamines for the past four days. At his request, the subject was given a courtesy transport to Bothell.

Officers responded to a loud explosion at 5 Acre Woods Park. They found the porta potty destroyed and damage to a nearby garbage can. The caller reported that the explosion shook her windows. This is the second incident at this location, and police are still investigating.

A caller reported an intoxicated subject was "smashing" his doors and windows. The caller armed himself and hid in a bathroom until the police arrived. The responding officers were able to locate a female subject who was under the influence and having a mental and emotional episode. The subject stated she wanted to go back to Seattle. The subject refused all offers of assistance or resources. The subject was given a courtesy ride to Lake City Fred Meyers.

An officer observed a vehicle leaving the mall with no lights on at 1 am. The vehicle came back as stolen. The driver pulled over however he gave a false name and had to be identified using a fingerprint scanner. The subject was arrested and released after the jail refused booking due to medical issues.

Officers located a highly intoxicated subject in the roadway drinking from a bottle of wine. The subject was found to have a warrant for her arrest. The subject was turned over to Mountlake Terrace PD for booking.



Just after midnight, an unknown male attempted to break into the side building of Mr. Green's Cannabis Store. The male suspect was observed to be in a very agitated, excited delirium state and performed push-ups along Bothell Way

before police arrival. After a warmup exercise was complete, the male suspect entered Mr. Green's property and then used a metal pole to smash the windows and ram one of the doors to the property. The structure was later cleared by police units, and a K9 track was unsuccessful in locating the male suspect. It was later found that he had also smashed windows at Briley BBQ business.

Later in the afternoon, officers were notified of a recklessly driven vehicle on Bothell Way NE that drove into the lower LFP Town Center area. The reckless vehicle was a reported stolen vehicle from Seattle. Within 90 seconds of dispatch, the stolen vehicle was in front of the Rite Aid store and backed into a parking stall. At nearly the same time, two juvenile male suspects exited the store. They started to quickly flee the area, with the Rite Aid manager following and telling officers that the suspects had just shoplifted bottles of alcohol. Officers stopped and detained the passenger suspect of the stolen vehicle while the driver fled into the mall. Despite a detailed search by assisting Bothell PD officers, that juvenile driver suspect was not found. The Rite Aid manager positively identified the detained suspect and formally arrested them, and a bottle of alcohol with a security cap still attached was located and returned to the store. The juvenile was identified with an ID card, and it was learned that he had just been released from juvenile custody for possessing a stolen vehicle and shoplifting. Due to the Washington state laws regarding juveniles, the in-custody juvenile could not be questioned about the identity of his juvenile accomplice who was driving the stolen vehicle. The arrested juvenile was criminally charged with theft, processed, and was released to his parent as the juvenile justice center would not take custody.

Officers were called to investigate a suspicious individual potentially sleeping near a fence line at NE 148th Street & 35th Avenue NE. Upon arrival, an officer spotted a transient man stumbling away toward Seattle. Attempts to offer crisis services were made but declined by the individual. A little while later, the officer was documenting the incident, a car alarm sounded, and the same transient individual was observed fleeing. The officer detained the individual on suspicion of car prowling. During the stop, the individual was found with a glass smoking pipe. He confessed to attempting to enter a vehicle owned by a nearby car repair shop but fled when the alarm sounded. Initially providing a false name, his true identity was revealed, uncovering warrants for theft, trespassing, and a history of armed criminal activity. Due to concerns about injuries and recent drug use, medical assistance was requested and provided. He was booked into jail. When questioned about his actions, the individual cited drug use as a motivating factor. The vehicle owner declined to press charges, as nothing was taken from his vehicle.



During a council session in 2023, multiple residents residing along the 5000 block of 187th Avenue addressed concerns regarding speeding on their street. The Traffic Calming group suggested installing speed signs and it was agreed.

The digital radar speed display signs were erected on April 3rd along 187th Avenue, spanning both east and west directions, aimed at promoting a reduction in vehicle speeds.

NEMCo

As part of the most recent quarterly statewide 5th Saturday Communications exercise, the Northshore Emergency Management Coalition mobilized its volunteer corps to practice conducting a Rapid Damages Assessment (RDA) and to test their ability to communicate damage reports to the NEMCo Emergency Operations Center (EOC) and other county and state partners.

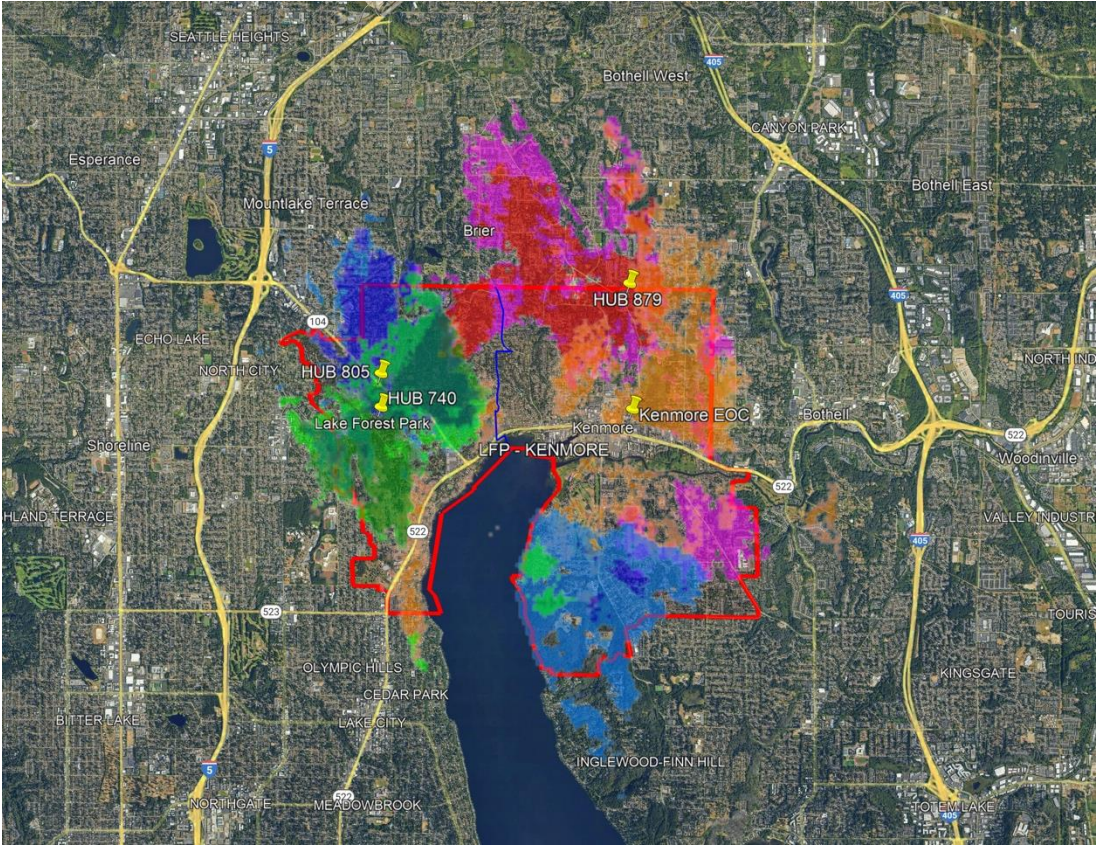
This RDA involved volunteers pairing up to drive pre-established routes throughout the Cities of Kenmore and Lake Forest Park, reporting any damage or emergency events they found along the way. Also known as windshield assessments, RDAs are intended to be a quick survey of the area so that decision makers in the EOC can have accurate and timely information about conditions throughout each city immediately following a disaster. This information is then correlated and combined with information coming in through traditional methods, such as 911 dispatch and local news, to give decision makers a better understanding of the situation despite the chaos that often takes place right after a major event.

Since disaster can strike at any time, training the NEMCo Volunteers on critical tasks such as this allows them to provide aid when traditional city staff or first responders are still coming from homes away from town or responding to more serious emergency needs. This helps the volunteers, most of whom live locally, act as an important stopgap and force multiplier when their communities need them most.

Once this information is processed through the NEMCo EOC, tools such as HAM radio, and its ability to transmit data, allow these damage reports to be passed to other partners. This includes things like bridge and roadway conditions that can be sent to the State Fusion Center and then forwarded to partners at the Department of Transportation. Once this initial assessment is completed, these tools also allow resource requests and other communications to still flow when cell phone networks and the internet may be down or significantly overloaded.

Another benefit of conducting this combined radio communications exercise and functional RDA, is that NEMCo was able to test the functionality of its GMRS and HAM radio coverage. To

do this, several volunteers acted as stationary hubs, similar to how a community point of distribution or incident command post would operate during an event. The volunteers then recorded the results of various radio transmissions, at the hubs, while conducting the RDA, and from the EOC. These results were compiled to create images, such as the one below, that identify coverage areas, dead spots, and can be used to direct future planning.



In addition to this exercise, NEMCo hosted a two day HAM radio technician course and has started its next 7 week CERT Basic Course. These training are critical to growing the volunteer corps as well as training local residents on basic preparedness skills. NEMCo is also starting its next round of quarterly training for partner agencies and preparing for upcoming summer events.

II. Internal City Information

III. Council Information

Lakefront Property updates: Grant applications for RCO funding are due May 1st. Staff and consultants are working submit application in two categories, Water Access in Washington Wildlife and Recreation Program, and ALEA - Aquatic Lands Enhancement Account, based off of the preferred concept design adopted March 28th. Demolition/deconstruction coordination for the early works phase to stay in compliance with the RCO acquisition grant has started to take place. A salvage inventory has begun, and the hazardous materials assessment has taken place.

Community Development Department

- A. Community Survey- The community survey for the 2024 periodic update of the Comprehensive Plan was available from March 27 to its closing at end of day Wednesday, April 17. Community members were highly encouraged to participate and indicate what does or does not reflect their impressions of Lake Forest Park and hopes for the city's future. The participation, insight, and ideas about the city from the Lake Forest Park community are highly valued and respected. The survey results will now be collected, compiled, summarized, and shared as soon as available in late April or early May.

- B. Comprehensive Plan Periodic Update- The 2024 periodic update effort continues with a focus on the Capital Facilities and Utilities Elements and a revisit to the Transportation and Environmental Quality (Climate) Elements at the special and regular meetings of the Planning Commission in early May. Important work was completed on the Housing Element policy in April. It is anticipated that a public hearing will be organized and noticed for proposed amendments prior to a formal recommendation by the Commission to the Council this Summer. The numerous added special meetings are proving effective in focusing the discussion with consultant SCJ Alliance during the regular meetings that follow. The integration of the draft Climate Action Plan and a new requirement for a Climate Element by 2025 (2029), with Greenhouse Gas and Resiliency sub-elements, is also prioritized in the work.

IV. Response to Citizen and Council Comments

- V. **Contract Reporting**
Nothing new during the reporting period.

VI. Legislative Update

VII. Community Events



The Climate Town Hall, cohosted by the five northland cities (LFP, Kenmore, Bothell, Woodinville, and Kirkland) in the 1st legislative district, was held on Saturday, April 13th. The meeting held at Third Place Commons focused on the state's climate issues. Mayor French welcomed the crowd of about 85. Brian Saunders, a member of the Climate Action Committee, moderated the event. The legislators were asked three questions: the accomplishments of the last session, the impact of the climate legislation on the impacted communities, and the effects of I 2117 if it passes.



The 2024 Earth Smart Green Fair was a success! Over 15 booths attended with a steady flow of participants coming through for the day. Earth friendly giveaways, ideas, and great conversations took place on ways how to help make our LFP environment a better place.

VIII. Upcoming City Sponsored Events

Pack the Park 5K is rolling your way!

Join us on May 11th to make strides against child food insecurity in the Shoreline School District. Whether you run, walk, or roll, your participation brings snacks and smiles to children in need. Registration is open now at: <https://pack-the-park.com/>

Lace up for a good cause and secure your spot, today!



Recycling Collection Event with the City of Kenmore May 11, 2024!

The Cities of Lake Forest Park and Kenmore are partnering for a combined Recycling Collection Event! Take a look at the [Event Flyer](https://cityofflp.gov/DocumentCenter/View/11639/2024-Ken-LFP-May-RCE-Flyer) (<https://cityofflp.gov/DocumentCenter/View/11639/2024-Ken-LFP-May-RCE-Flyer>) to view the full list of what you can and cannot bring. Please be aware fees do apply for certain items. The collection event will take place Saturday, May 11, 2024 from 9:00 a.m. to 3:00 p.m. at [Epiphany Lutheran Church](#).

Items you can bring ([please view the event flyer for full details and information](#)):

Tires*, Propane Tanks*, Appliances and Scrap Metal*, Porcelain Toilets & Sinks*, Lead Acid & Household Batteries, Mattresses*, Paper Shredding (4 box limit), Clean Bulky Wood, and Refrigerators & Freezers*.

*Fees apply

Please note: No flat beds or dump trucks allowed. We reserve the right to refuse over-sized, commercial, contaminated, excessive, or unacceptable loads.

IX. Meetings Calendar

[Parks and Recreation Advisory Board - Special Meeting \(hybrid meeting\)](#)

May 1, 2024, 6:00 PM - 7:30 PM @ City Hall and via Zoom

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

May 1, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[Salary Commission Special Meeting \(hybrid meeting\)](#)

May 6, 2024, 4:00 PM - 6:00 PM @ City Hall and via Zoom

[Climate Action Committee Meeting \(hybrid meeting\)](#)

May 7, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[Planning Commission Special Meeting \(hybrid meeting\)](#)

May 8, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom

[City Council Work Session \(hybrid meeting\)](#)

May 9, 2024, 6:00 PM - 7:00 PM @ City Hall and via Zoom

[City Council Regular Meeting \(hybrid meeting\)](#)

May 9, 2024, 7:00 PM - 9:00 PM @ City Hall and via Zoom