

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

April 29, 2016

Members of the City Council  
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Council Members:

## COUNCIL MEETINGS

A Special City Council Meeting is scheduled for **Monday, May 2, 2016** beginning at 5:30 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: (1) Review and Approval of City Manager Candidate(s) Interview Process, (2) Review and Approval of City Manager Candidate(s) Interview Questions, (3) Executive Session for the Purpose of Evaluating the Qualifications of the Candidates for the City Manager Position, Pursuant to RCW 42.30.110(1) (g), (4) Approval of the Number of Semi-Finalist Candidate(s) to be Interviewed as Finalist(s) for the Position of City Manager, and (5) Selection of the Individual Semi-Finalist Candidate(s) who will be Asked to Interview for the City Manager Position as Finalist(s) .

The City Council's next regular meeting is scheduled for **Monday, May 2, 2016** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: (1) South Snohomish County Narcotics Task Force Presentation, (2) First Quarter 2016 Police Department Report, (3) Approval of Agreement for Independence Day Celebration, and (4) Adoption of an Ordinance Providing for Submission to the Qualified Electors of the City of Mountlake Terrace, Washington, at an Election to be Held on August 2, 2016, a Proposition to Authorize an Increase in the City's Regular Property Tax Amount Above the Levy Limits Provided in Chapter 84.55 RCW to Provide Funds for Interim City Hall Rent and Park and Recreation Capital and Operations, Subject to Certain Limitations and Conditions; Directing City Officials to Take Necessary Actions; and Providing for Other Matters Properly Related Thereto.

The City Council's next work/study session is scheduled for **Thursday, May 12, 2016** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: (1) Update on Community Policing Advisory Board, (2) Review of Gateway Place Binding Site Plan Alteration, (3) Review of Fee Simple Unit Lot Subdivision (Yousuf & Blau), and (4) Appoint Committee Members to Prepare Pro and Con Statements for Adoption of an Ordinance Providing for Submission to the Qualified Electors of the City of Mountlake Terrace, Washington, at an Election to be Held on August 2, 2016, a Proposition to Authorize an Increase in the City's Regular Property Tax Amount Above the Levy Limits Provided in Chapter 84.55 RCW to Provide Funds for Interim City Hall Rent and Park and Recreation Capital and Operations, Subject to Certain Limitations and Conditions; Directing City Officials to Take Necessary Actions; and Providing for Other Matters Properly Related Thereto.

## COMMUNITY MEETINGS AND EVENTS

- **Earth Day Volunteer Cleanup:** On Saturday, April 23, 45-50 volunteers attended an Earth Day volunteer cleanup effort at Ballinger Park. The volunteers addressed litter, branches and debris as well as removal of noxious weeds throughout the park. Following the event the hard working volunteers enjoyed lunch served by the Mountlake Terrace City Council.
- **Coffee with the City:** Residents, business owners and others from the community are invited to attend and ask questions or have a casual conversation with city officials. Feel free to drop in and enjoy a cup of coffee and hear what's going on in the city, provide input about city services and events, and ask questions. This casual monthly event is scheduled at the Recreation Pavilion, 5303 228<sup>th</sup> Street SW on Wednesday, May 11, 2016 from 6:00-7:00 p.m. in the Jungle Room.

## CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Evergreen Awards:** Nominations for our seventh Evergreen Awards program are open. The awards recognize properties throughout the community that have gone above and beyond to beautify a neighborhood. The program builds the community's pride, enhances the community's image, and promotes sustainability. Nomination forms will be accepted through May 28, 2016 and are available online at [www.cityofmlt.com](http://www.cityofmlt.com) and at city facilities. On nice days, we will be in the field taking photos of the nominated properties for the next couple of months. Since last year's program was postponed for budgetary reasons, all 2015 nominees will be considered this year.

## ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** This project is essentially complete with only minor punch list items remaining along Lakeview Drive with minor traffic impacts. Normal work hours are 7:00 a.m.-6:00 p.m., Monday through Thursday.
- **Edmonds' 228<sup>th</sup> Street SW Corridor Improvement Project:** The City of Edmonds continues construction of an extension of 228<sup>th</sup> Street SW from 76<sup>th</sup> Avenue W to SR99. This project will include new traffic signals at SR99/228<sup>th</sup> and at 76<sup>th</sup>/228<sup>th</sup>, and will also include reconstructing 228<sup>th</sup> Street/Lakeview Drive from 73<sup>rd</sup> Place W to the Ballinger Playfields. The majority of the work in Mountlake Terrace has been completed, but there is still some minor cleanup work. Expect lane closures but no detours on 228<sup>th</sup> Street SW/Lakeview Drive in this area. Typical work hours will be Monday through Friday from 7:00 a.m.-5:00 p.m. Expect longer delays during the construction activity. Motorists should consider using alternate routes. Residential, pedestrian, and business access will remain open throughout the project. The project is scheduled to be completed in spring 2016.
- **227<sup>th</sup> Street SW Sidewalk Improvements (56<sup>th</sup> to 58<sup>th</sup> Avenues):** This project is essentially complete with only minor punch list items remaining on 227<sup>th</sup> Street SW with minor traffic impacts.
- **PSE Gas Main Replacements:** PSE is replacing a gas main on 44<sup>th</sup> Avenue W from 224<sup>th</sup> Place SW to 224<sup>th</sup> Street SW. Only minor restoration remains with minor traffic impacts. A grind and overlay of the affected travel lanes on both 44<sup>th</sup> and 48<sup>th</sup> is expected in late April.

- **Lynnwood Emergency 212<sup>th</sup> Water Main Project:** The water main repair work is continuing for a broken water main on 212<sup>th</sup> Street SW. **Until approximately May 15, 2016, 212<sup>th</sup> from 52<sup>nd</sup> to 63<sup>rd</sup> Avenues is anticipated to have only one lane opened to traffic while a new water main is installed.** Delay is expected during construction work hours from 6:00 a.m. - 6:00 p.m. Monday through Thursday. All lanes will be opened to traffic during weekends and off-construction work hours from 6:00 p.m.- 6:00 a.m.
- **Scriber Creek Apartments Sewer Main Project:** Work continues on the Scriber Creek Apartments Sewer Main project, which will install a new sewer main in 212<sup>th</sup> Street SW between Larch Way and 41<sup>st</sup> Court W. This is an Alderwood Water & Wastewater District sewer line located partially in the City of Mountlake Terrace. During the week of May 2, expect occasional lane closures. An alternate route along Poplar Way, 214<sup>th</sup> Street SW and 44<sup>th</sup> Avenue W is advised.

## **RECREATION, PARKS, PROPERTY MANAGEMENT AND PUBLIC WORKS UPDATES**

### **Recreation:**

- **Mountlake Terrace Fitness:** Yoga, Tai Chi, PiYo, Turbokick, and Zumba are all going strong. People can register at any time and be pro-rated. Drop-in is available after five people have registered. The second spring session of fitness begins May 2.
- **Summer Dance Camps and Weekly Classes:** Summer dance registration has started. We offer one-week camps for all ages and a seven-week session for weekly class starting on July 5. New Cheer Camp! Our Seagal Bronwyn Gibson will be teaching three camps divided by age range over the course of the summer. Take a look at all the dance programs on line at [www.mltrec.com](http://www.mltrec.com) and click on the *Craze*.
- **Mountlake Terrace Dance:** The second spring session of dance began Monday, April 11. Teen and Adult Ballet, East Coast Swing, Creative Dance for children age 3 to 5 years, and Creative Pre-Ballet for 4 to 6 year-olds have been very popular. Don't wait to start!
- **Weekly Espresso Special:** May is Candy Bar Month! The Recreation Pavilion's espresso stand is offering a delicious special next week. 5/1 – 5/7, come by and get \$.50 off a 16oz Snicker's Mocha!
- **Recreation All-Staff Meeting:** Recreation has scheduled their annual summer all-staff training/meeting for Friday, June 24 from 9 a.m. to 12 noon.
- **Summer Sports:** Summer Softball registration is open! Co-ed men's and women's leagues are available. Games are played Sunday through Friday. With a ten (10) game season, all double headers. Games begin June 20. For more information or to register, call (425)776-9173 x0.
- **Tennis Instructors Needed:** Have you played tennis and love sharing your experience with others? Do you like working with a variety of people and ages? Summer tennis instructors are needed to run camps, lessons and the summer tennis team. For more information or to apply visit <http://wa-mountlaketerrace.civicplus.com/Jobs.aspx> or call (425)640-3105.

- **Summer & Fall Registration:** Registration is now open and available for all summer camps, fall preschool, fall Kids Krew and dance academy classes. Camps and Kids Krew programs fill quickly. Call (425)776-9173 x0 for more information or to register!
- **Memorial Day Weekend Aquatics Schedule:** The Memorial Day Holiday Schedule has been posted online <http://www.cityofmlt.com/531/Pool-Schedule> and is available in the lobby of the Recreation Pavilion. The schedule on Saturday and Sunday has modified hours with regular opening times with an early closure time at 3:00 p.m. On Monday, May 30 the Recreation Pavilion will be closed in observation of the Memorial Day Holiday.
- **Dog Obedience:** A new session of Dog Obedience classes will start May 2, 4 and 5. The basic class which starts May 2 has filled. There are spots still available for Intermediate Obedience, which will begin May 4 and Puppygarten that begins May 5. These sessions will run through June. The summer session of Dog Obedience will start after the Independence Day holiday.
- **Watershed Forum:** City staff from Mountlake Terrace, Edmonds and Lake Forest Park met with a representative of the U. S. Army Corps of Engineers (Corps) to discuss Ballinger Park and the entire McAleer Creek/Lyon's Creek watershed. Potential grant programs and ways the Corps could assist the local entities were discussed. Future meetings will be held with the Corps to discuss these projects in more detail.

#### **Property Management:**

- **City Hall:** Property Management staff installed the new Friends of the Arts purchase award entitled "Freedom" at City Hall.
- **Recreation Pavilion:** New drywall was installed in the staff shower at the Recreation Pavilion to prepare for a new insert. The previous insert was rusted out and had exceeded its useful lifespan. Technicians replaced over 30 light bulbs in the racquetball courts and racquetball wing at the Recreation Pavilion, greatly improving the lighting. Bulbs were also replaced at the library and SNOCOM.
- **Police/Library:** Bearings in the HVAC unit at the Police Station were greased to improve air flow. In addition, adjustments were made at the library to improve the heating/cooling system.
- **Hall Creek Culvert Clean Up:** Park Services and the Stormwater Division were contacted by Americorps Green Team Advisor Acacia Johnson from the Edmonds Community College who has an interest in working with the City for on-going restoration projects along the Hall Creek Corridor. Staff representatives met with Acacia on site to discuss possibilities. The group intends to hold the first event along Hall Creek on Saturday, April 30.
- **Eagle Candidate Project Submittal** Eagle Candidate Reagan Tredow has submitted a project to install a bleacher and bench at the Evergreen Playfield Complex. Reagan is working with Bev Carter and family who are donating the materials and bleachers in memory of their mother for the project. Reagan has acquired approval from the city and has submitted his project to the Mount Baker Council of the Boy Scouts of America for final approval and hopes to install early this summer.

- **Eagle Candidate Project Request:** Josh Hartre from troop 60 has met with the Mountlake Terrace Parks staff with an interest in completing a project in the park system. Josh has an interest in projects at Bicentennial Park and the Evergreen Playfield Complex.
- **Girl Scout Troops to take on Park Projects:** Two local Girl Scout Troops are arranging projects in the Mountlake Terrace Park System. Troop Leader Brandy LeBlanc is working with her Girl Scout Troop to extend the pathway at Bicentennial Park. Troop Leader Elliot Gustavson has met with park staff to create a troop project at Firefighters Memorial Park for his Girl Scout Troop.

**Public Works:**

- **Vegetation control:** The Stormwater Crew completed removing vegetation at detention structures. Staff installed a catch basin on 64<sup>th</sup> and 236<sup>th</sup> to prevent erosion on the Lakeview Trail.
- **Right of Way Mowing, Sidewalk Projects and Tree Removal:** The Street Crew is working on mowing ROW and sidewalk projects on 68<sup>th</sup> and 226<sup>th</sup> Place, 59<sup>th</sup> and 232<sup>nd</sup> and 219<sup>th</sup> and 64<sup>th</sup>. We will be removing some trees along 219<sup>th</sup> in front of interim city hall.

**POLICE DEPARTMENT UPDATES**

*(April 20 - 26, 2016)*

WEEKLY ACTIVITY								
	Reports	T-Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<b>Week</b>	31	52	9	5	1	3	0	2
<b>YTD</b>	631	1445	100	74	8	40	19	52

***Significant Incidents:***

- On 04/20/2016 at 6:51 p.m., Mountlake Terrace Patrol responded to the 5900 block of 236<sup>th</sup> Street SW for CPR in progress. Upon arrival, officers found Fire District 1 personnel were performing life saving measures to a 37-year-old Mountlake Terrace resident who had collapsed after working outside all day. After approximately an hour of life saving measures, he was pronounced deceased. It was reported by the next of kin, the male had a history of high blood pressure. The Snohomish County Medical Examiner arrived to investigate the death.
- On 04/21/2016 at 1:28 p.m., Mountlake Terrace Patrol responded to the 4100 block of 212<sup>th</sup> Street SW in regards to a disturbance. Upon arrival, officers were told by the male and female occupants of the apartment that the suspect, an ex-boyfriend of a friend, arrived at their apartment looking for his ex-girlfriend. The suspect was told the ex-girlfriend was not there and that she did not live there. The door was shut and it was expected that the male had left the area. The male occupant later checked the front door to be sure that the suspect had left. When the male occupant opened the door, the male suspect forced his way in and assaulted the male occupant. The suspect then searched the apartment for his ex-girlfriend. The suspect attempted to steal a set of keys. The male

occupant again confronted the suspect and was able to get the keys back. The male suspect fled the apartment on foot. A K9 track was conducted with negative results.

***Detective Unit Update:***

**CASES ASSIGNED:**

- 1- Assault
- 1- Vehicle Prowl
- 1- Death Investigation
- 1- Fraud
- 3- Malicious Mischief
- 2- Harassments
- 6- Thefts

**CASES CLEARED:**

- 9- Thefts
- 4- Malicious Mischief
- 1- Fraud
- 3- Vehicle Prowls
- 1- Rape
- 1- Harassment

**ADDITIONAL CASE INFORMATION:**

**Vehicle Prowls:**

During the evening of 02/24/2016 and the early morning hours of 02/25/2016 several vehicle prowls/thefts (15 reported crimes) occurred in the southwest portion of Mountlake Terrace, primarily in and around the Andorra Apartments. These were cold calls, with no suspect information. Entry was made by breaking windows or unlocked doors. While the responding offices processed the vehicles for evidence, they identified what appeared to be blood evidence inside the vehicles. Using appropriate equipment and procedures consistent with handling genetic evidence the samples were collected. The samples were sent to the Washington State Crime Lab for processing, but were initially rejected. After realizing the number of crimes perpetrated, the Washington State Crime Lab agreed to move forward with testing. On 4/18/2016, the tests indicated a positive CODIS match of a known career criminal who was on active probation with four felonies and a vehicle prowler. The same suspect was later arrested by Mountlake Terrace Police Detectives with the assistance of a probation officer. A warrant was also served for confirmation of DNA via swabs. Upon arrest and advising him of his Miranda Rights, the suspect admitted to the crimes. Ultimately the cases listed were able to be closed with a clearance of an arrest rather than remaining inactive.

**Death Investigation:**

Cheryl DeBoer case update: Additional electronic devices were delivered to the Everett Police Department Computer Forensics for processing. There was no update from the Washington State Crime Lab in regards to crime scene evidence and reports. The Snohomish County Medical Examiner is still waiting for results from tissue tests. A Mountlake Terrace Police Officer, who has been on limited duty, has worked through the majority of the computers and has transitioned into viewing remaining surveillance footage acquired from Community Transit.

### ***Directed Enforcement:***

- Mountlake Terrace Patrol Officers continue to work on various locations where there have been complaints of speeding vehicles.
- Mountlake Terrace Patrol Officers continue to monitor school zones during school hours.

### ***Code Enforcement Property of the Week:***

On 03/16/2016, Mountlake Terrace Police Code Enforcement received complaints regarding nuisance violations near the 22400 block of 48<sup>th</sup> Avenue West involving a junk vehicle, accumulations of vehicle parts and discarded household items located in the driveway and front yard. Mountlake Terrace Police Code Enforcement documented the violations with photos and issued a Notice of Violation in accordance with; 8.15.040.I – (Debris and trash accumulations of broken or neglected items, litter, salvage materials, and junk not in an approved enclosed structure, in the front, back, or side yards of the property), 8.15.050.B.1 – (All motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure) and 8.15.050.D – (All vehicle parts and accessories including, but not limited to, containers of oils and fluids must be appropriately stored in an approved structure). Presently, Mountlake Terrace Police Code Enforcement is in contact with the property occupants who are working towards cleaning up the property.



### **NEWS RELEASES**

The following news releases issued this week can be found [here](#):

- None

### **MARK YOUR CALENDARS**

- May 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 19, 5:30 p.m., Snohomish County Cities Meeting, TBD
- June 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- July 29, 30, 31, Tour de Terrace, Evergreen Playfield

- August 2, 6:30 p.m., National Night Out, Evergreen Playfield
- August 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 18, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 7, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 14, 6:00 p.m., Annual Evergreen Award Program, Ballinger Clubhouse
- September 15, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 17, 9:00 a.m., National Day of Service, Ballinger Park
- October 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- November 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 10, 5:30 p.m., Snohomish County Cities Meeting, TBD
- December 2, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 14, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

SCOTT HUGILL  
Interim City Manager  
City of Mountlake Terrace