

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

September 29, 2017

Members of the City Council
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Councilmembers:

CITY COUNCIL MEETINGS

The City Council's next meeting is on **Monday, October 2, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Introduction of Mountlake Terrace Community Senior Center Director Marlene Maier; (2) Approval of Professional Services Agreement for Janitorial Services for the Mountlake Terrace Public Works and Police Station Facilities; (3) Approval of Professional Services Agreement for Janitorial Services for the Mountlake Terrace Recreation Pavilion Facility; (4) Review of City Departments Performance Measures for January-June 2017; (a) Presentation from the Community and Economic Development Department, (b) Presentation from the Public Works/Engineering Services Department and (c) Presentation from Recreation, Parks, and Property Management and (5) Review of Financial Policies.

The City Council's next work/study session is scheduled for **Thursday, October 12, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Presentation on LCLIP Program by Nick Bratton, Forterra; (2) Recreation Management Software (DASH) Update; (3) Review of 2018-2022 Recreation and Park Fees Resolution; (4) Review of Terrace at Park West Preliminary Fee Simple Unit Lot Subdivision (Tentative).

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Proposition No. 1:** The public information phase for Proposition 1 has begun. The October *City Happenings* newsletter was mailed this week. An informational postcard will be mailed later next week. Four community meetings have been scheduled and are advertised in the newsletter, postcard mailing, and included in an informational video being made with the assistance of MLTNews.com. An informational presentation for the community meetings and webpages are now in development.

Community informational meetings will be held in October in different neighborhoods of the city, similar to the public process with the City Hall Advisory Committee:

- Monday, October 16, 6-7:00 p.m., Interim City Hall, 6100 219th St SW #220
- Thursday, October 19, 6-7:30 p.m., Mountlake Terrace Library, 23300 58th Ave. W.
- Tuesday, October 24, 6-7:30 p.m., Ballinger Clubhouse, 23000 Lakeview Drive

- Thursday, October 26, 6-7:30 p.m., Cedar Way Elementary, 22222 39th Ave. W.

The city will also be on hand to present information at the October 11 “Coffee with the City.” However, there is a City Council Candidates Forum at the library that night at the same time. MLTNews has invited the city to address those attending the Candidate Forum after Coffee with the City so residents do not feel torn between attending one event or the other.

Proposition 1 is a 30-year capital bond measure for \$12.5 million to fund an expansion of the Police Station with construction of a new City Hall. If approved, the cost of the levy in the first year of the bond is anticipated to be \$0.27 per \$1,000 of assessed value. If a home is valued by the county at \$300,000, the cost would be about \$81 the first year. As new development in the city occurs and the current rent payments go away, the cost will go down more.

The city has been renting Interim City Hall since 2009 at a cost of over \$400,000 per year. Three previous bond measures did not reach the 60% required by state law for passage. The City Hall Advisory Committee worked with the community on a recommendation for the City Council that they felt the community would support. Previous proposals for \$25 million received 53% (in 2013), 57% (in 2012) and a \$37.5 million proposal (in 2010) received 47% of the vote.

This proposal is on the November 7 General Election ballot. Snohomish County Elections has stated that ballots will be mailed on October 18.

- **October City Happenings:** The city newsletter was mailed on September 28 and features information about Proposition 1 along with a Q&A with Police Chief Greg Wilson with regard to the proposed Police Station expansion. This issue also features Arts of the Terrace Juried Art Show that runs through October 8 and upcoming events including the Costume Carnival (October 28) and Tree Lighting Ceremony (December 1). Other articles include a new ballot drop box provided by Snohomish County Elections, Emergency Preparedness, Purple Light Nights (October is Domestic Violence Awareness Month), Safe Internet Transaction Zone, Weekly Updates Subscription, and a Healthy Eating and Active Living (HEAL) grant. Ongoing features such as Construction Update, Council Highlights and Coffee with the City dates round out this issue.
- **New Ballot Drop Box:** After years on the waiting list pending funding, Snohomish County Elections has provided a ballot drop box in the City of Mountlake Terrace!

Installed in early September, the new ballot drop off box is located at the Civic Campus property located at the northeast corner of 232nd Street SW and 58th Avenue W. It is accessible to those walking or driving. Those wishing to drop off ballots in vehicles, please enter the Civic Campus from 58th Avenue W, make the first right turn into the parking lot of the former City Hall, deposit your ballot in the drop box on the left, and exit onto 232nd Street SW.

Traffic can build up at ballot drop boxes as election dates approach and especially on election date deadlines. The next election date is November 7 so please note that there could be congestion in this area and waiting times to use the drop box.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Permits Issued for Demolition of former Roger's Market and Handy Mart properties:** The demolition permit for Roger's Market, located at 23120 56th Avenue W was picked up by the applicant on September 27. The demolition permit for the Handy Mart, located at 22802 44th Avenue W was also issued on September 27.
- **Solana Townhomes Final Plat Submitted:** Landsverk Quality Homes submitted Final Fee Simple Unit Lot Subdivision (Plat) documents to record ownership lots for a 19-unit townhome development. The project aggregated three single-family lots (0.6 acres total) in District E of the Town Center Zoning District. The site is located at the corner of 240th and 55th Avenue W. The application is currently under completeness review before being noticed to the public for comment.
- **Candidates for Community and Economic Development (CED) Director Interview:** A meet-and-greet was held Thursday, September 28 from 8:00 to 9:00 a.m. at Interim City Hall Council Chambers with candidates for the CED Director position. Members of the development community, Planning Commission, and staff were invited. The meeting was well-attended. The candidates were interviewed after the meet-and-greet.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Recreation Jobs Open:** <http://www.mltrec.com/Jobs.aspx>.
 - Aquatics is taking applications for Swimming Instructors. Anyone with an interest in teaching swimming and enjoys working with children may apply. No experience is necessary; we train in-house. Applications are also being taken for Lifeguard/Swim Instructors. For this position, candidates must hold a current lifeguard certification and be willing to teach swimming lessons. Applications are available at the Recreation Pavilion or online.
 - Youth Programs is also looking for qualified staff for school age and preschool-age programs. There are openings for a ¾-time site lead at Madrona Elementary School. For more information about open positions, click link above!
 - Support Services needs people too! Apply to work at the front desk of the Pavilion! Many hours and shifts are available, including a fulltime leadership position as a Clerk 2.
- **Mountlake Terrace Dance Academy 2017-18:** Registration is open. The schedule is visible online and in our Craze brochure. Our excellent instructors provide a structured approach to dance, with emphasis on technique, creativity, and building self-esteem. Our yearly Dance Academy program is based on a full school year's curriculum. It begins with children who are 3.5 years of age as of September 15, 2017. We offer Ballet, Jazz, Tap, Hip Hop, Lyrical, Creative Dance, combination classes and Irish Step Dance. Students dancing in the fall have the opportunity to perform in the semi – produced Winter Dance Concert. Second Semester dancers are invited to dance in the fully produced Spring Dance Recital. For more information, contact Chloe Davenport at (425) 640-3107.
- **Costume Carnival:** Save the date! October 28 is our annual Costume Carnival fundraiser at the Terrace Park Gym. It's a family favorite with games and entertainment and brings in much needed funds for dance scholarships.

- **Adult Sports:** Softball, basketball and volleyball have all begun the fall season. Registration for winter basketball and volleyball will begin mid-November. For information, call (425) 776-9173.
- **Racquetball Tournament:** The next racquetball tournament is Saturday, October 28. Registration closes on Monday, October 23. Singles and doubles play is available for men and women. Participants receive a t-shirt and trophies for top finishers. To register, call (425) 776-9173.
- **Early Release:** The first early release day is this Friday, September 29. All sites are full and October 23-27 early release days have limited space available. Call (425) 776-9173 to register.
- **Kids Krew:** Starting in October, Kids Krew programs will be introducing a new program called HEAL, which is the prevention of childhood obesity through the Verdant Health Grant that was received earlier this year.
- **Preschool:** Both Preschool and Kindergarten Readiness classes hosted a potluck last week, which allowed the parents/families to meet the teachers and other families enrolled in our programs. Jr. Kids Krew hosted an Ice Cream Social as well and had a great turn out from the families.
- **Espresso Special:** Next week, stop by the Recreation Pavilion espresso stand and receive \$.50 off a 16oz Almond Roca Mocha. This special will run October 2-8.
- **Arts of the Terrace:** The Arts of the Terrace Artists' Reception attracted over 175 artists and patrons Friday night as Friends of the Arts and the city's Arts Advisory Commission celebrated their 39th year hosting this popular regional juried art show. The show attracted 421 entries and awards were presented for the best pieces selected from 305 works that were juried into the show. Entries were submitted from Colorado, Oregon, Idaho, Texas, and California. Located at the Mountlake Terrace Library (23300 58th Avenue W), Arts of the Terrace continues through Sunday, October 8.
- **Tree Lighting:** City staff met last week to discuss the upcoming 2018 Tree Lighting. Thank you to Vineyard Park in Mountlake Terrace for sponsoring this event once again. Save the date for Friday, December 1 for this year's holiday event!
- **Lake Ballinger/McAleer Creek Watershed Forum:** City staff met with other forum representatives including Snohomish County, Edmonds and Lake Forest Park to discuss upcoming issues within the watershed. Many residents from around the lake attended. Future CIP items, Ballinger Park's funding, lake health and other items were discussed. The next forum meeting will be October 24 at 2:00 p.m. Location is TBD. More information can be found at <http://www.cityofmlt.com/488/Lake-BallingerMcAleer-Creek-Watershed-Fo>.
- **Eagle Candidate Meets With Staff:** Eagle Candidate Talal Mustafa has met with City staff to discuss possible Eagle projects for the City of Mountlake Terrace Parks Department. Talal has opted to extend the pathway at Bicentennial Park and be a part of the ongoing effort to

complete the pathway around the Park. Talal will be submitting his chosen project to staff with hope of completing a project by the end of the year.

- **Jack Long Park to get a “Little Free Library”:** Girl Scout Troop Leader Amy Wiskerchen has contacted staff about installing a “Little Free Library” at Jack Long Park. The libraries are small lending libraries installed at various areas and monitored by local groups. Currently there are a few throughout Mountlake Terrace including one at Bicentennial Park. The new Library at Jack Long Park will be installed over the next week or so and monitored by Amy and her Girl Scout Troop 40060.
- **Matt Hirvela Plaque to be Installed:** The Neighborhood Park Improvement Subcommittee (NPIS) has given input and helped design a memorial plaque to be installed at Matt Hirvela\Bicentennial Park in honor of Matt Hirvela. The plaque has been created and will be placed on a monument previously installed by Eagle Candidate Aaron Cox. Staff has manufactured the framing and delivered the items to Girl Scout Troop 43752 who will be installing the plaque this weekend.



POLICE DEPARTMENT UPDATES

Weekly Activity September 20 - 26, 2017								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	44	33	7	6	1	2	2	1
YTD	1547	2176	300	181	30	89	60	80

Significant Incidents

- On September 20, patrol responded to a residence in the 23000 block of Lakeview Drive for a burglary report. Upon arrival, the victim reported someone broke into her garage and stole her

vehicle. The victim did state the key was in the ignition because she could not remove it. The vehicle was later recovered abandoned in the City of Gold Bar.

- On September 20, patrol contacted a male sleeping on the Interurban Trail. He was subsequently arrested for multiple warrants. In addition, he was found in possession of heroin. He was transported to the Snohomish County Jail for booking, however his admittance was declined due to medical concerns.
- On September 21, patrol observed a vehicle sitting stationary at the signal at 223rd /44th for multiple cycles. Contact was made and it was discovered the driver was sleeping. He was subsequently arrested for a warrant and booked into jail.
- On September 22, patrol observed a vehicle at 222nd /58th with a registration violation. The vehicle was stopped and the driver, who was smoking marijuana, was contacted. He was subsequently arrested for an arrest warrant and suspended driver's license.
- On September 23, patrol contacted a subject at 228th /44th smoking a cigarette too close to the entrance of the store. The subject was identified and it was discovered he had multiple warrants for his arrest including escape. He was arrested and booked at the Snohomish County Jail.
- On September 23, patrol responded to 233rd /48th for a possible child luring investigation. Upon arrival, the 14-year-old victim said he met with an adult male to take possession of a free scooter listed on Offer Up. The victim said the suspect ordered him into his truck a couple of times, but the victim refused and ran home to report the situation to his parents. The suspect was not located. Investigation continues.
- On September 23, patrol responded to a residence in the 5400 block of 212th Street SW for a death investigation. The decedent's roommate said he had not heard from him all day, which was unusual, therefore, he checked on him and discovered he was cold to the touch and not moving. There was no trauma, knowledge of medical issues or other evidence to assist with identifying a preliminary cause and manner of death. A deputy medical examiner responded to the scene and took possession of the deceased. Investigation continues.
- On September 23, patrol stopped a vehicle in the 23400 block of Lakeview Drive. Upon contacting the driver, it was apparent he was under the influence of alcohol and/or drugs. Initial investigation assisted with probable cause for arrest. A search warrant was approved for a blood draw. After medically cleared, the arrestee was transported to his residence. Charges pending lab findings.
- On September 24, patrol contacted a transient in the 5600 block of 236th Street SW. Investigation revealed the subject had three warrants for his arrest. He was arrested and booked at the Snohomish County Jail without incident.
- On September 24, patrol responded to the 4400 block of 212th Street SW for a suspicious circumstance. Onsite security had contacted a suspicious male leaving the laundry room. Further information indicates the subject had accessed and stole money from the laundry machines. Investigation continues.

- On September 24, patrol stopped a vehicle initially observed in the 21300 block of 48th Avenue W. The driver was subsequently arrested for multiple arrest warrants and driving with a revoked license. He was booked at the Snohomish County Jail.
- On September 26, patrol responded to a drug overdose at a residence in the 22200 block of 68th Avenue W. Upon arrival, the subject's wife was performing CPR on him and told officers he is a heroin user. Officers administered three doses of Narcan to the subject, resulting in agonal breathing and a rapid pulse. Aid personnel arrived and took the subject to the hospital.

Detective Unit Update

- **Cases Assigned**
 - 17-13677 Theft
 - 17-14087 Suspicious Circumstances
 - 17-14090 Death Investigation
 - 17-14147 APS
 - 17-721 Burglary
 - 17-14161 Suspicious Circumstances
- **Cases Cleared**
 - 17-12427 VUCSA
 - 17-13502 CPS
 - 17-11955 Burglary

Community Outreach & Directed Enforcement

- Officers emphasized local business and area checks at the following locations: Studio 6 Motel (Gateway Plaza), Ballinger Park, Interurban Trail, Veterans Park (Library), Mountlake Terrace High School, Park and Ride lot, Evergreen school site, eastside apartments and the Recreation Pavilion.
- Sergeant Pickard met with personnel from Bekins to discuss cleaning up a transient camp.
- Multiple officers attended local block party celebrations.

Code Enforcement Property of the Week

On September 25, 2017, Code Enforcement followed up to reports regarding illegally parked trailers and commercial vehicles located at the 5400 block of 236th Street SW. When Code Enforcement arrived, they observed a commercial box truck, 28' ft. RV travel trailer, and 32' ft. enclosed utility trailer, all parked on private property extending into the public right of way. The commercial vehicle and trailers were issued correction notices in accordance with 10.10.230 – (Abandoned vehicles with missing rear plates and expired licenses prohibited), 10.10.200 – (RV's parked overnight prohibited), 10.10.190 – (Storing vehicles on the right of way over 72 consecutive hours prohibited), and 10.10.180 – (Parking commercial vehicles prohibited in residential areas). The adjacent property was also issued a notice of violation for nuisance ordinances. Community development/zoning was also notified of property conditions.



Other Items of Interest

- Officer Nguyen completed his field training and has been assigned to night shift patrol.
- Chief Wilson began code enforcement interviews as the next phase of the selection process.
- Entry-level police officer interviews were conducted over two full days.
- Recruits Johnson and Sheets are in the last month of the Basic Law Enforcement Academy and continue to be successful meeting the requirements.



NEWS RELEASES

News releases can be found on the [City's webpage](#).

MARK YOUR CALENDARS

- September 23 – October 8, Arts of the Terrace Juried Art Show, MLT Library
- October 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 16, 6:00 p.m., City Hall Civic Campus 101 Presentation, Interim City Hall
- October 19, 6:00 p.m., City Hall Civic Campus 101 Presentation, MLT Library
- October 24, 6:00 p.m., City Hall Civic Campus 101 Presentation, Ballinger Clubhouse
- October 26, 6:00 p.m., City Hall Civic Campus 101 Presentation, Cedar Way Elementary School
- November 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 16, 5:30 p.m., Snohomish County Cities Meeting, TBD
- December 1, 6:00 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- January 24 – 25, 2018, Hotel RL Olympia by Red Lion, 2300 Evergreen Park Drive
- June 26 – J9, 2018, AWC Annual Conference, Yakima Convention Center, 10 N 8th Street

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace