

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

November 3, 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, November 6, 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) Update from Edmonds School District Superintendent Dr. Kristine McDuffy; (2) Adoption of Resolution to Approve SNOCOM/SNOPAC Consolidation Interlocal Agreement; (3) Approval to Submit Application for 2018 Community Development Block Grant (CDBG); and (4) Public Hearing and Adoption of Ordinance to Amend Final Plat Review Process.

The City Council's next work/study session is scheduled for **Thursday, November 16, 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) Review of 2017-2018 Mid-Biennial Budget Modification Ordinance; (2) Review of Third Quarter Financial Report (Tentative) (3) Review of Terrace at Park West Preliminary Fee Simple Unit Lot Subdivision; (4) Review of Comprehensive Plan Amendments; (5) Review of Property Tax Levy for 2018; (6) Review of Water Use Efficiency Policy; and (7) Review of Design and Construction Agreement for Main Street Revitalization Project and Lynnwood Link Project Improvements at 236th Street SW.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Proposition No. 1:** The November 7 General Election is quickly approaching. Snohomish County Elections mailed ballots and voter pamphlets on October 18. In order for Proposition 1 to pass, the city needs both 60 percent approval by voters and 40 percent of the last General Election turnout.

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 percent required by state law for passage. The City Hall Advisory Committee, comprised of nine residents, 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 percent (in 2013), 57 percent (in 2012) and a \$37.5 million proposal (in 2010) received 47 percent of the vote.

Information has been provided to the community via an [informational video](#), posted four weeks ago, *City Happenings* newsletter and postcard "Fact Sheet" mailing, webpages, news releases and social media posts. In addition, four informational meetings were facilitated the City Manager and Police Chief between October 16 and 26. Those meetings were announced via the Pavilion's electronic sign, a poster in the library lobby, the cover photo on the city's Facebook page, flyers distributed around the city, social media posts, a news release, website announcements, *City Happenings*, mailed Fact Sheet, and on the printed PowerPoints handed out at the meetings.

- **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. With the election happening next week (November 7), we anticipate this area could get congested with some wait times to use the drop box.

- **Trunk or Treat:** The Mountlake Terrace Business Association hosted "Trunk or Treat" on Halloween in the parking lot near the Espresso Break coffee stand on 56th Avenue. The Business Association provides the event as a safe zone for kids to trick-or-treat with candy distributed from decorated trunks of vehicles. The Business Association counted nearly 900 children who attended and estimated about 2,000 guests in total. The City of Mountlake Terrace participated with two vehicles including the "Gotham City of Mountlake Terrace" Batmobile with several Police Officers and two other staff members who posed as Batman, Robin and the Joker. Thanks to the Mountlake Terrace Business Association for sponsoring this event for our community.



- **Tree Lighting Ceremony:** Plans are underway for the Tree Lighting Ceremony that will be held Friday, December 1 at 6:30 p.m. Thank you to Vineyard Park for stepping up again to provide the funding for this event held each year at Evergreen Playfield. Also thanks to the Tour de Terrace organization for providing the volunteer labor for this event and leading it for 35 years!
- **Lodging Tax Grants Available:** The city has \$25,000 in lodging tax funds available to qualified applicants for projects and events that promote tourism in 2018. Lodging tax funds come from the taxes collected from the Studio 6 Hotel located in Mountlake Terrace. Lodging tax funds must be used for marketing or operation of special events and festivals designed to attract tourists. They may also support the operation of tourism-related facilities owned or operated by nonprofit organizations according to law.

The program or event should have the potential to increase overnight visits to the city's hotel and/or create a positive economic impact. These funds have helped support events such as 3rd of July Fireworks, Tour de Terrace and Arts of the Terrace. You may download an [application](#) from the city's website at www.cityofmlt.com on the City Happenings/Community Grant Funds page or contact Community Relations Director Virginia Olsen at (425) 744-6206, or cityhall@ci.mlt.wa.us. Application materials must be received by 4:30 p.m. on Thursday, November 16, 2017.

- The Mountlake Terrace Business Association presented a check in the amount of \$1,500 for the Police Department's Community Supply and Resource Program on Wednesday this week. The group held a wine tasting fundraiser earlier this fall to help raise funds to purchase more supplies and resource kits that are kept in police vehicles and distributed to needy people in our community. Police Chief Wilson presented a plaque to the Business Association to thank them for their continued support!



COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Forest Crest Athletic Club Short Plat Deemed a Complete Application:** The Forest Crest Athletic Club short plat is a five-lot short plat in the city's RS 4800 district. It will consist of five parcels, from three parent parcels, totaling approximately 0.6 of an acre for single-family homes. Homes constructed will be enhanced by features specifically designed for structures on smaller lots. The development will include full frontage improvements along the width of the parcels. The frontage improvements will include a 5-foot wide planter strip and a 5-foot wide sidewalk. Each individual lot will be just larger than the minimum lot size of 4800 square feet.

ENGINEERING & PUBLIC WORKS UPDATES

- **52nd Avenue Closure Begins Monday:** Utility work for the Mountlake Terrace Elementary School reconstruction project will close 52nd Avenue W between 220th and 219th Streets SW, 7:00 a.m. and 3:30 p.m. (may extend to 5:30 p.m. if necessary) beginning Monday, November 6 and is anticipated to be completed by Friday, November 10, but may be completed earlier.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Lifeguard In-Service Training:** The Lifeguard staff will be participating in an in-service covering basic rescues in the water and CPR skills on Friday, November 3 from 4:15-6:30pm. The pool, spa, sauna and all programs will close at 4:15 p.m.
- **Swim Lesson Registration:** Pre-registration will begin on Monday, November 6 and Tuesday, November 7 for the third session of swimming lessons for weekdays. Parents are reminded to set up their login account on Dash Online before Monday to help make the pre-registration process go easier. There are kiosks available to use in the Pavilion lobby or go to: <https://apps.dashplatform.com/dash/index.php?Action=Auth/login&company=mountlake> to register on your smartphone, tablet or computer. The swim lesson schedule will be posted online at mltrec.com on Friday, November 3. Mountlake Terrace Registration will take place on Wednesday, November 8 residents who have set up a log in profile will be able to register either online or in person from 8 a.m. to 8 p.m. Open registration will open to all on Wednesday, November 9 for both online and in person from 8 a.m. to 8 p.m. For questions, contact the Recreation Pavilion at (425) 776-9173.
- **Dog Training Class:** Do you have a puppy between 8-16 weeks old? Our Puppygarten class will meet on Thursdays from 7-8 p.m. at the Recreation Pavilion November 9-December 21 (no class will be held on November 23). Contact the Recreation Department to register today (425) 776-9173.
- **Non-School Day:** Care is available for the November 10 non-school day. Kids can come to the Pavilion and join their friends for a day of games and activities. Call (425) 776-9173 for more information or to register.
- **Winter Sports:** Winter Basketball and Volleyball begin after the New Year. Men's basketball and co-ed volleyball are available. Registration begins November 17. Call (425) 776-9173 for more information.

- **Costume Carnival:** The 2017 Costume Carnival was a great success. Families and children enjoyed the festivities and performances by MLT Dance academy and Kontagious. All proceeds go to the scholarship funds to help low-income families attend dance classes.
- **Rubber Ducks:** Holiday themed rubber ducks at the Recreation Pavilion!! We have Santa ducks, reindeer ducks, ugly sweater ducks and more! Get them while you can!
- **Espresso Special:** Next week's espresso special will be Amaretto Mocha! November 6 - 12 receive \$.50 off a 16oz
- **Sport Ballfield Closures:** All grass sport playfields have been closed as of November 1. The fields will be closed until next spring to give park staff an opportunity to do any repairs and let the fields have a chance to rest from the busy sports seasons and be ready for Baseball that will start at the end of February next year.
- **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 has submitted his chosen project to staff and has forwarded to the Boy Scouts of America Council for final approval with hope of completing a project by the end of the year.

POLICE DEPARTMENT UPDATES

Weekly Activity October 25 – 31, 2017								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	45	51	10	7	0	2	3	3
<i>YTD</i>	1746	2405	343	216	33	101	67	95

Significant Incidents

- On October 25 patrol stopped a driver for an equipment violation. Investigation revealed the driver gave a false identify and was arrested for the violation. Upon arrival at the jail, his identity was established and it was learned he had a warrant for his arrest. The suspect was booked at the Snohomish County Jail for the warrant in addition to new charges stemming from the traffic stop.
- On October 25 patrol was advised of an attempted burglary at Fweedom Cannabis, the location of several recent burglaries. The owner stated he installed an alarm that alerts him to activity at the establishment via cell phone. He received an alert and was able to view subjects preparing to break into the business. He warned them remotely and the suspects fled. Video was obtained, and the investigation is ongoing.
- On October 25 patrol responded to a malicious mischief complaint in the 22300 block of 66th Avenue W. Upon arrival, the resident and mother of a 14-year-old male stated her runaway

son had returned home in her absence, spray-painted and vandalized the residence as well as stealing property. Officers interviewed the juvenile, who had been smoking marijuana during the investigation. He subsequently admitted to the crimes and was referred to the juvenile court.

- On October 25 patrol responded to a domestic disturbance in the 5700 block of 236th Street SW. Upon arrival, the male resident and his girlfriend were contacted and explained they had been in a fight regarding theft of money. The male began throwing his girlfriend's property out of the house. The female retaliated by breaking a window out and kicking the resident. The female was arrested and booked for the offenses.
- On October 25 patrol responded to the 5700 block of 236th Street SW for an assault complaint. Upon arrival, the reporting person and neighbor of the suspect stated he was assaulted while engaged in an argument. The suspect denied the offense and there were no witnesses. Due to conflicting statements and lack of evidence, the case was referred to the prosecutor for review.
- On October 25 patrol responded to a fraud report in the 23200 block of 56th Avenue W. The victim stated someone completed four unauthorized transactions against her business account. Her total loss was in excess of \$17,000. Investigation continues.
- On October 26 patrol responded to a domestic disturbance in the 4400 block of 223rd Place SW. The victim stated she was on her way to the hospital after being charged by a subject armed with a knife at the residence. Upon arrival at the suspect residence, an intoxicated and uncooperative female charged officers and had to be subdued. Investigation revealed the victim and uncooperative female have a mother-daughter relationship. The daughter learned her mother had spilled grease on her dog and during the process of trying to help the dog she was attacked by her mother. This altercation was ended when the husband of the suspect intervened and separated the two. Shortly thereafter, a second altercation ensued with the victim's brother attacking her boyfriend and challenging him with a knife. The mother was arrested for assault and booked for the offense.
- On October 26 patrol responded to the 22300 block of 70th Avenue W for a burglary. Upon arrival, the resident stated he and his roommate heard noises in the house. Upon investigating, they discovered the resident's adult son was in the residence despite a no contact order precluding him from being at the location. Officers located the male and arrested him for the offense. He was booked at the Snohomish County Jail for the crime.
- On October 27 patrol responded to the 23000 block of 52nd Avenue W for a burglary report. Upon arrival, officers identified point of entry through a broken window. The residence was vandalized, property broken and graffiti was observed. Homework not belonging to the residence was located. The homework was displayed to local school staff and a suspect was identified. Investigation continues.
- On October 27 patrol responded to the 4200 block of 230th Place SW for a burglary. Investigation revealed the suspect(s) entered the front door by forcing it. A variety of property was stolen, primarily jewelry. Investigation continues.

- On October 28 patrol responded to the 21900 block of 55th Avenue W for an assault. The victim, who was intoxicated and had injury to her face, stated she was at a neighborhood get-together and was accused of stealing another person's pills. The suspect then struck her in the face causing her to fall and black out. The suspect was contacted and said she did confront her, but she did not assault her. She said the complainant was mad at the accusation, tried to strike her, missed and fell on her own. Case referred to the prosecutor for review.
- On October 29 patrol responded to the 5600 block of 236th Street SW for a civil order service. Upon arrival, the respondent was located and served with the paperwork. A records check revealed he also had warrants for his arrest. The subject was arrested and booked at King County Jail for the warrant.
- On October 29 patrol responded to a business in the 6700 block of 220th Street SW for a death investigation. Investigation revealed when the morning shift employee arrived for work, he discovered the night shift employee deceased inside the business. No evidence was present to support the death being suspicious. The deceased was released to a deputy medical examiner. Investigation continues.
- On October 29 patrol responded to the 21800 block of 49th Place W for a suspicious circumstance report. A neighbor called to report signs had been placed on a residence stating to "Call 911." Upon arrival, officers spoke with the homeowner who said she placed the signs on the residence to try to scare away her husband with whom she has a no contact order. She said he was at the residence earlier and thought he had left. Officers on scene checked the property to ensure he had left and located him sleeping in a chair on the side of the house. He was woken and arrested for the offense. He was booked at the Snohomish County Jail for the crime.
- On October 29 patrol responded to the 23300 block of Cedar Way for a disturbance. Investigation revealed an intoxicated house guest attacked two other individuals due to her becoming angry at their insistence she get off a bed not belonging to her. During the altercation, she punched one of the victims and caused significant damage to the other by knocking her into a mirror. After hospital clearance, the suspect was booked at the Snohomish County Jail for the crimes.
- On October 31 patrol stopped a vehicle in the 7000 block of 220th Street SW for defective equipment. Investigation revealed the driver to be unlicensed and have a warrant for her arrest. She was subsequently arrested for the warrant and custody was transferred to King County Sheriff's Office.

Detective Unit Update

• Cases Assigned

- 17-15593 Fraud
- 17-15878 Suspicious Circumstances
- 17-15901 Fraud
- 17-15949 Missing Person
- 17-16071 Sex Offense
- 17-16079 Harassment
- 17-16126 Sex Offense

• Cases Cleared

- 17-14998 Burglary
- 17-15242 Fraud
- 17-15593 Fraud
- 17-15515 VUFA
- 17-15474 Theft
- 17-15144 Theft

- 17-14869 Burglary
- 17-14553 Burglary
- 17-13273 CPS
- 17-15159 Missing Person
- 17-11210 Burglary
- 17-14989 CPS

Community Outreach & Directed Enforcement

- Officers conducted local business and area checks at the following locations: Northern Lights Apartments, Studio 6 Motel (Gateway Plaza), Ballinger Park, Interurban Trail, Veterans Park (Library) and the Recreation Pavilion.
- Traffic emphasis' in school zones and bus stops.
- Sergeant Pickard met representatives of Taylor's Landing regarding homeless encampments. The conversation was productive and a plan for dealing with the issue was developed.
- Directed patrol at Terrace Ridge Park, Markland Woods and Northern Lights due to complaints of property crime and transient activity.
- Patrol participated in the MLTBA Trunk or Treat Celebration.
- Patrol assisted with the Nile Halloween celebration, providing tours of patrol vehicles for the kids.



Code Enforcement Property of the Week

On October 20, 2017, Code Enforcement arrived at 21800 block of 55th Avenue W in follow up to previous reported parking violations. Upon arrival, a black utility trailer filled with debris and trash with no plates displayed was observed. Code Enforcement tagged the vehicle for impound in violation of 10.10.230 – (Abandoned inoperable vehicles), 10.10.190 – (Storing vehicles in excess of 72 consecutive hours), and 10.10.080 – (Parking facing against the authorized direction of travel prohibited). On October 26, 2017, Code Enforcement returned to the location and noted the correction notice and chalk marks were still intact, indicating the vehicle had not been moved. Towing was dispatched, and the vehicle was impounded and towed.



Other Items of Interest

- Commissioned staff participated in firearms training, including pistol, rifle, gas masks and tourniquet application.
- Officers Sheets and Johnson graduated from the Basic Law Enforcement Academy and began their field training. Officer Johnson was recognized for highest academics and overall in combined scoring categories in her class, remarkable accomplishments.



NEWS RELEASES

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

MARK YOUR CALENDARS

- 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, 6:30 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 – 29, 2018, AWC Annual Conference, Yakima Convention Center, 10 N 8th Street

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace