

## CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

November 17, 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 20, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219<sup>th</sup> Street SW, Suite 220. The City Council agenda includes: (1) Update from Snohomish Health District Administrator Jeff Ketchel; (2) Public Hearing and Adoption of Resolution to Approve Terrace at Park West Preliminary Fee Simple Unit Lot Subdivision; (3) Public Hearing on Revenue Sources Including 2018 Property Tax Levy: (a) Adoption of General Operating Levy Property Tax Levy Resolution; (b) Adoption of Emergency Medical Services Levy Resolution; (c) Adoption of 2018 Property Tax Ordinance; and (4) Public Hearing and Adoption of 2017-2018 Mid-Biennial Budget Modification Ordinance (*Public Hearing to be Continued to December 4, 2017*); and (5) Adoption of Resolution to Approve Allowed Public Records Fees and Amending Public Records Policy Regarding Public Record Fees and Public Records Officer Appointment.

The City Council's next work/study session is scheduled for **Thursday, November 30, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219<sup>th</sup> Street SW, Suite 220. The City Council agenda includes: (1) Review of 2018 Salary Ordinance; (2) Review of 2017-2018 Mid-Biennial Budget Modification Ordinance; (3) Review of Third Quarter Financial Report; (4) Review of Comprehensive Plan Amendments (Tentative); (5) Review of Tamblyn Townhomes Preliminary Fee Simple Unit Lot Subdivision (Tentative); (6) Review of RS 4800 SFR and Transitional Zoning Code Updates; (7) Review of City Council Subcommittee Recommendation for Interim Arts Advisory Commission and Recreation & Park Advisory Commission Member Appointments; and (8) Update on Impact Fees.

### CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Proposition No. 1:** Snohomish County Elections reports that Proposition 1, Civic Campus Bonds, has received 69.5 percent of the vote as of November 17. In addition to receiving at least 60 percent approval by voters, the bond measure has also reached the minimum turnout of 40 percent of the last General Election (the 2016 Presidential Election) in order to be valid. To date, 4,535 ballots have been counted and 4,030 were needed to validate the election. Snohomish County Elections will update the count over the next week or so until all the votes are counted. Thanks to the voters of Mountlake Terrace for overwhelmingly supporting this measure. The public can find updated election information [here](#).

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.

Next steps in the process include preparing a Request for Qualifications (RFQ) for architectural and engineering services to design the project. We anticipate issuing the RFQ in the next couple of weeks with interviews of architects occurring in January and a contract approved in mid-February. A public process to include the community in design of the building and public spaces would likely begin in the spring. Construction of the project will occur in 2019-2020. Stay tuned for more details.

- **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!
- **Self-care as an Accepted Practice:** [Mountlake Terrace Library](#), 6:30 p.m. December 6, 2017. This conversation, led by family therapist and author Sarri Gilman, will explore a broad definition of self-care for optimal health and its role in mental health. Panelists: Amber Saldivar, mental health counselor; Saranne Moreschi, Family-to-Family instructor with [National Alliance on Mental Illness](#); and Ivette Bayo-Urban, doctoral candidate. <http://www.sno-isle.org/issues-that-matter>

## **COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **52<sup>nd</sup> Avenue Short Plat Moves Toward Construction:** A pre-construction conference has been held by the City's construction inspector with the general contractor for a 3-lot short plat located at 22509 52<sup>nd</sup> Avenue W. The original residence has already been demolished. The issued civil permits allow construction of street frontage improvements (curb, gutter, sidewalk and landscape strip), utility installation and other site work. A final short plat drawing will need to be submitted, approved by staff and recorded prior to the lots becoming legal building lots.
- **Sound Transit Requests Extension on Demolition Permits:** Sound Transit obtained three demolition permits to remove existing single-family homes on properties affected by construction of the light rail guideway. The properties are located at 22203, 22205, 22207 62<sup>nd</sup> Avenue W, just south of the former Melody Hill school site. Permits were issued on May 30, 2017 and will expire on November 26, 2017. The homes have since been demolished. The building foundations and driveways have not yet been removed, which is a condition of the permit. Staff is evaluating the time extension request.
- **Update on Demolition Permits Issued for Roger's Market and Handi-Mart:** A demolition permit was issued for Roger's Market, located at 23120 56<sup>th</sup> Avenue W, on September 27, 2017. A demolition permit was also issued for the Handi-Mart, located at 22802 44<sup>th</sup> Avenue

W, on September 27, 2017. To date, no activity has commenced on these sites. The permits expire March 26, 2018.

### **ENGINEERING & PUBLIC WORKS UPDATES**

- **Main Street Revitalization Project:** The City received the final plans for the Main Street Revitalization Project from the designers. City Staff will review and submit the plans to the Washington State Department of Transportation (WSDOT). Assuming a timely approval from WSDOT, the City will advertise for construction in mid-January.
- **52nd Avenue Closure Friday:** On Friday, November 17, 52nd Avenue W will be closed for pavement restoration work for the Mountlake Terrace Elementary School reconstruction project from 7:00 a.m. to about 5:30 p.m. Local and emergency vehicle access will be maintained during the closure. Detour signs will divert drivers to 216th Street SW and 56th Avenue W with a detour via 218th Street SW to 53rd Avenue W available.

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

- **Espresso Special:** Next week's espresso special will be Vanilla Spice Chai! November 20 - 26 receive \$.50 off a 16oz.
- **New Session of swimming lessons has begun:** A new session of swimming lessons has begun on weekdays. There is space available in some classes on Monday/Wednesday or Tuesday/Thursday. Registration will remain open until the third lesson. These lessons will end December 13 and 14. For more information go to <http://www.mltrec.com/529/Swim-Instruction>. For placement into classes, if you have not taken lessons at Mountlake Terrace and you have a child that is beyond a beginning level, contact one of the Aquatic Coordinators to have a swim assessment. Call the Pavilion at (425) 776\_9173.
- **Special Pool Schedule:** The schedule for November 22-26 is posted online at <http://www.mltrec.com/531/Pool-Schedule>. Swimming lessons are not schedule during this time from Wednesday through Sunday. On Wednesday November 22, we will run on a regular schedule for drop in classes from 6am to 2:30pm, Edmonds SD Swim Team will practice from 2:30-4:30 p.m. From 3:00-6:30 p.m., the Leisure Pool and River will be open and lap lanes will reopen at 4:30 through 6:30 p.m. The 5:30-6:30 p.m. deep-water fitness class will meet as usual, the building will close at 7 p.m. The Pavilion will be closed on Thursday, November 23 for Thanksgiving. On Friday, November 24, the pool will open at 7:30 a.m. with a Leisure Pool, river and lap lanes. All drop in Water Fitness classes will meet at their normal times. There will be a special recreation swim from 1:15-2:45 p.m. followed by Edmonds School District Swim Practice and a Leisure Pool/River swim from 3:00-4:30 p.m. The Pavilion will close at 5:00 p.m. On Saturday November 25, the pool will open at 7:00 a.m. and close at 4:00 p.m. The Building will close at 4:30 p.m. On Sunday, November 26, the pool will open at 8:30 a.m. and close at 4:00 p.m. The River Fitness class is canceled. The Building will close at 4:30 p.m. The schedule is also available to pick up at the Recreation Pavilion.
- **Costume Carnival:** The family friendly, 14<sup>th</sup> annual Costume Carnival was a great success. Everyone enjoyed the carnival games including making slime, a cakewalk and even a video game station. This year Kontagious director Albee Abigania outdid himself with lights and a

new sound system so the stage area of the gym was more obviously a stage and dramatic. A dozen different dances were performed. MLT Dance Academy presented Tap, Ballet, Irish Step, Hip Hop and Lyrical dances. Kontagious Performing Company presented several Hip Hop dances and a song! All proceeds are split between KPC and MLT for dance scholarships.

- **Kids Quarterly Dance:** Thursdays after pre-school starting November 2 at 12:45 p.m., little movers and shakers get a chance to explore their large and small motor skills and the elements of dance with music, props and curriculum based on Anne Green Gilberts “Creative Dance” book. Physical coordination and problem solving tasks are part of this curriculum and can help with reading and math skills. It’s amazing how important movement is for brain development!
- **Dance Academy Winter Concert:** December 9, Mountlake Terrace Dance Academy students ranging in age from 3.5 to seniors will be performing at the MLT High School Theater. Tickets will be sold for \$8 at the door starting at 12:00 p.m. until the show begins at 1:00 p.m. The show is expected to last for about 2 hours with an intermission. This show is always a great warm up for the Winter Holidays with lots of diversity in the music and the dance styles and yes... remixed Christmas carols.
- **Dance Academy Second Semester:** Starting December 1 you can begin enrolling in second semester Dance Academy courses beginning Monday, February 5. First semester runs through the end of January and kids can start mid-semester and be pro-rated if you want to start now! For more information or placement, contact Chloe Davenport (425) 640-3107 or see the craze at [www.crazedigital.org](http://www.crazedigital.org)
- **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.
- **Fall Storm Clean Up:** Parks, Facilities and Public Works crews have been cleaning up after a windstorm that hit the region on Monday and Tuesday. Crews have been cleaning up debris in the parks, sweeping streets, and cleaning drain basins throughout the week.
- **Tree Lighting Ceremony:** City Crews are preparing for the Annual Tree Lighting Ceremony to be held at the Evergreen Playfield Complex (22205 56<sup>th</sup> Avenue W) on Friday December 1 at 6:30 p.m. Park and Public Works Crews are planning on climbing the water tower this Friday (weather permitting) to mount and test the well-known tree in anticipation of the event.

**POLICE DEPARTMENT UPDATES**

Weekly Activity								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	34	36	4	6	1	3	1	2
<i>YTD</i>	1822	2514	355	229	34	107	70	102

**Significant Incidents**

- On November 8, 2017, patrol responded to Terrace Park School for a Child Protective Services (CPS) referral. The complainant reported her father struck her in the face causing injury. The

juvenile was interviewed after parent consent. The father was interviewed and denied assaulting his daughter, but described difficulty getting her to follow rules and complete chores. Additional information obtained lessened the juvenile's credibility. Case was referred back to CPS.

- On November 8, 2017, patrol responded to assist the fire department in the 23000 block of 56<sup>th</sup> Avenue West. Upon arrival, patrol learned a resident lost consciousness and stopped breathing. Life saving measures were performed briefly until a "do not resuscitate" (DNR) order was located for the individual. Investigation indicated the subject died of likely medically-related issues.
- On November 8, 2017, patrol responded to a residential burglary in the 4900 block of 222<sup>nd</sup> Street SW. The resident discovered his house in disarray and items missing upon arriving home. The residence was processed for evidence. Entry appeared to have been made via an unlocked door. Investigation continues.
- On November 9, 2017, patrol responded to a burglary report in the 21900 block of 64<sup>th</sup> Avenue W, Fweedom Cannabis. The store was accessed by breaking out glass. A K9 track was conducted without success. The store was processed for evidence and surveillance was obtained. Investigation continues.
- On November 9, 2017, patrol was dispatched to a robbery at a business in the 4800 block of 212<sup>th</sup> Street SW. The victim stated a male, armed with a handgun, brandished the weapon at the victim and took the money in the register in addition to the victim's cellular phone. The suspect was not located. The store was processed for evidence. Investigation continues.
- On November 9, 2017, patrol responded to a fraud report in the 4300 block of 236<sup>th</sup> Street SW. The victim explained her brother used her personal and financial information without permission to obtain various forms of credit accumulating nearly \$300,000 dollars in debt. Investigation continues.
- On November 10, 2017, patrol observed a suspicious occupied vehicle in the 6000 block of 244<sup>th</sup> Street SW. Upon making contact with the occupants, one immediately exited and went into a nearby motel room. Shortly after his departure, suspected narcotics were observed on the seat. The drugs were recovered after consent and verified to be methamphetamine and heroin. The passenger was relocated and arrested for the drugs. In addition, it was learned he had warrant(s) for his arrest. The suspect was booked for his warrant, additional bags were seized pending successful application of a search warrant. Charges forthcoming.
- On November 11, 2017, patrol located a disabled vehicle blocking the roadway in the 21200 block of 52<sup>nd</sup> Avenue W. The vehicle also had recent damage including flat tires from apparently striking the sidewalk curbing. The driver stated he ran out of gas, explaining why he drove over the curb, coming to rest on the sidewalk and nearby vegetation. While speaking with him, it appeared he was under the influence of intoxicants and admitted to drinking 2 to 3 beers. He was arrested and processed for DUI.
- On November 11, 2017, patrol responded to a malicious report in the 23500 block of Lakeview Drive. Upon arrival, officers discovered the community mailboxes damaged and vehicle(s)

damaged/prowled. A suspect vehicle was located and officers attempted to stop the driver. The driver failed to yield and accelerated. Officers elected not to engage in an extended traffic pursuit. Investigation continues.

- On November 12, 2017, patrol responded to a fraud complaint in the 4300 block of 212<sup>th</sup> Street SW. The complainant stated several people purchased a large amount of gift cards with what she believed to be fraudulent credit cards. She stated the same individuals have been doing this at area grocery stores. Suspect information was obtained. Investigation continues.
- On November 12, 2017, patrol responded to an assault report in the 6300 block of St. Albion Way. Investigation revealed the residents are both recovering alcoholics. The victim stated he was in the process of fixing the toilet when he discovered a bottle of alcohol hidden in the tank. He confronted his girlfriend and they began to argue. During the argument, the suspect struck her boyfriend on the face and fled. Officers spoke with her via telephone, however she declined to disclose her location or return to the scene. Charges were referred to the prosecutor.
- On November 13, 2017, patrol responded to a burglary report in the 6700 block of 220<sup>th</sup> Street SW. The victim stated the suspect(s) likely accessed the company vehicle lot by squeezing through a gap in the fence. Upon entering the lot, several company vehicles were accessed. A large amount of tools were stolen. There is no suspect information. Investigation continues.

#### **Detective Unit Update**

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| <ul style="list-style-type: none"> <li>• Cases Assigned           <ul style="list-style-type: none"> <li>○ 17-16454 Burglary</li> <li>○ 17-16475 Assault</li> <li>○ 17-16521 CPS</li> <li>○ 17-16579 Burglary</li> <li>○ 17-16594 Burglary</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Cases Cleared           <ul style="list-style-type: none"> <li>○ 17-16079 Harassment</li> <li>○ 17-15901 Fraud</li> <li>○ 17-14800 Fraud</li> <li>○ 17-16295 Missing Person</li> </ul> </li> </ul> |
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#### **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.
- Staff attended the Vineyard Park First Responders Appreciation Breakfast.
- Directed patrol at the Northern Lights due to complaints of property crime and transient activity.
- Speeding emphasis on 48<sup>th</sup> Avenue W.
- Sergeant Pickard met with the pastor of Creekside Church to discuss appreciation for first responders.
- Items from the outreach program were distributed to several people in need over the last week.

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

On November 3, 2017, Code Enforcement followed up to a parking complaint involving a maroon Cadillac, located at the 6400 block of 232<sup>nd</sup> Street SW. According to the anonymous caller, the vehicle was parked too close to a fire hydrant, perpendicular to direction of travel, and was being stored on the public right of way. When Code Enforcement arrived, they observed a maroon Cadillac parked within 15' feet of the fire hydrant, perpendicular to the authorized direction of

travel on the public right of way. The vehicle was not reported stolen. Code Enforcement chalked the vehicle's tires, and issued a 72-hour correction notice in violation of 10.10.190 – (Storing vehicles on the public street over 72 consecutive hours), 10.10.080 – (Parking against the authorized direction of travel prohibited), and 10.10.050 – (Parked within 15' feet of a fire hydrant prohibited). On November 7, 2017, Code Enforcement returned to the location, and noted previously issued correction notice, and police marker were removed. The tire chalk marks were still intact, indicating the vehicle had not been moved. Code Enforcement requested an impound tow and the vehicle was towed.



### **Other Items of Interest**

- Chief Wilson and Deputy Chief Caw attended to annual WASPC conference.
- New employees participated in a Taser certification course.
- Sergeant King conducted additional reserve officer candidate interviews.

### **NEWS RELEASES**

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

### **MARK YOUR CALENDARS**

- December 1, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield

- December 6, 6:30 p.m., Self-care as an Accepted Practice, [Mountlake Terrace Library](#)
- 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 8<sup>th</sup> Street

Sincerely,

Scott Hugill, City Manager  
City of Mountlake Terrace