

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

March 16, 2018

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 a special meeting on **Monday, March 19, 2018** beginning at 6:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Exit Conference with State Auditors.

The City Council's next meeting is on **Monday, March 19, 2018** 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 Sno-Isle's Mountlake Terrace Librarian Kristin Piepho; (2) Adoption of Resolution Adopting Road Sign Program; (3) Continuation of Public Hearing and Adoption of Transitional Area Zoning Text and Map Amendments Ordinance; and (4) Review of 2018 Federal Legislative Agenda.

The City Council's special session is a retreat on **Saturday, March 24, 2018** beginning at 9:30 a.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes discussion of Councilmember ideas, goals and workplan.

The City Council's next work/study session is on **Thursday, March 29, 2018** 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) 2017 Transportation Benefit District Annual Report; (2) Review of Low Impact Development (LID) Ordinance Updates; (3) Discussion on Chinook Salmon Conservation Plan (WRIA 8); (4) Review of Telecommunications Updates Including Small Cell Wireless Standards; (5) Review of Contract for Design of Civic Campus Project; and (6) Review 2018 Tour de Terrace Agreement.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **State Budget Includes \$1.36 Million for Ballinger Park and Main Street Projects:** The city has been informed by Gordon Thomas Honeywell, our state lobbyist, that the state's budget approved by the Legislature late in the evening on March 8 includes a \$500,000 appropriation for Ballinger Park, and \$860,000 for the Main Street Revitalization Project. Our sincere thanks to our 1st and 32nd District delegations for supporting these key projects for our community!

- **Town Center Task Force:** The City Council will be interviewing applicants to serve on an 11-member Town Center Task Force. The purpose of this Task Force is to assist in the development of an update to the 2007 Town Center Plan (amended in 2009). The Task Force will serve to bring the community together to discuss the wants and needs of residents and Mountlake Terrace business owners and balance them with development feasibility to help generate economic development. The Task Force is expected to make recommendations for updates to existing codes and standards for the Planning Commission and City Council to consider.
- **Civic Campus Project Update:** The fee agreement and scope of services with ARC Architects for design of the Civic Campus was received on March 14, and is tentatively scheduled for City Council discussion and review on March 29. At the March 1 City Council work/study session, the Assistant City Manager and Community Relations Director provided an update on the process to date. The first community meeting will be held on Thursday, April 5 at 6:00 p.m. at the Mountlake Terrace Library. The second community meeting has now been confirmed for Wednesday, July 11 at 6:00 p.m. at Ballinger Clubhouse. The remainder of the public process will be laid out once the scope of services is finalized.
- **Earth Day Park Clean-Up on April 21:** The city is looking for volunteers (individuals, families and groups) to donate three or four hours on Saturday, April 21 to spruce up Ballinger Park. The City Council will provide lunch following the work party. If you have a group who would like to participate, please contact Parks and Property Management Superintendent Ken Courtmanch at (425) 776-1811 to register in advance so we know we have enough food and supplies. All interested volunteers should meet at 9:00 a.m. on April 21 at Ballinger Clubhouse, 23000 Lakeview Drive, for a brief meeting and warm up with coffee. Common activities include pruning, trash removal, and raking. Ballinger Park can be very wet this time of year, so please wear boots if possible and we encourage you to bring work gloves. If you're able to bring along rakes and non-electric pruning tools, it will help our effort so we have enough to go around.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Building Permit Activity for February:** During the month of February there were 123 building permits issued. The valuation of work to be performed under these permits is \$1,409,120. These include:
 - 26 Building Permits
 - 17 Mechanical Permits
 - 41 Electrical Permits
 - 8 Plumbing Permits
 - 5 Fire Permits

Keep in mind that not all permits are based on value.

- **2018 Comprehensive Plan Amendment Docket Now Open:** The deadline for submitting formal applications to amend the City of Mountlake Terrace Comprehensive Plan is Monday, April 30, 2018 at 4:30 p.m. The applications can be submitted to the City of Mountlake Terrace

Interim City Hall, Community & Economic Development Department. Further announcements about the process are forthcoming.

- **Update on Transitional Uses Area District Code Amendments:** The transitional area allows townhomes and parking lots in on properties between the existing Town Center District and abutting single household (family) residential districts. The intent is to allow uses that are less intense than in the Town Center to create a buffering transition. The amendments create a new residential district with a new set of development regulations and design standards.

The Planning Commission held a public hearing on February 12 on the proposed amendments. The Commission recommended that the City Council adopt the proposed text and zoning map amendments. The City Council held a public hearing on February 20 that has been continued to March 19 to provide additional opportunity for discussion and input.

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES

- **Main Street Revitalization Project:** Work on the finishing design touches to the Main Street Revitalization project continues as staff address recent design change requests from the Washington State Department of Transportation (WSDOT).
- **Main Street Revitalization Phase 2:** The newly passed state capital and transportation budgets include appropriations totaling \$860,000 for Phase 2 of the Main Street Project. Engineering will use these funds to complete the design of Phase 2 and start the right-of-way acquisition process.
- **Gas Main Construction at 236th & 56th:** Puget Sound Energy's (PSE) gas main upgrade along 236th Street SW from I-5 to 56th Avenue W has progressed into the 236th Street SW/56th Avenue West intersection. Construction in and near the intersection is expected to occur over the next three weeks beginning Thursday, March 8. During this time, roadway lanes will shift and may be reduced to one travel lane with flaggers and the intersection controlled by police. This may cause delays. Alternate routes are strongly recommended and detours may occur.

PSE's work is scheduled in anticipation of the city's "Main Street" reconstruction project. PSE's upgrading of their gas main will reduce the likelihood that later utility work will cut and patch the reconstructed 236th Street SW surface.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Espresso Special:** Next week's espresso special is Chai Tea Latte. Come to the Recreation Pavilion's espresso stand March 19-25 and receive \$.50 off a 16oz.
- **Fall Child Care:** Fall registration began this week and enrollment is increasing daily. Kindergarten Readiness only has 6 spots available and MLT Kids Krew has 10. All other programs have availability.
- **Summer Camp Registration:** Registration is now underway for all summer camps! Summer day camps are available for ages 3-13. Summer day camps include field trips and activities for

all involved. Other camps include sports, dance and aqua kids. For more information visit www.mltrec.com/summer. To register call (425)776-9173.

- **Adult Softball:** Registration for adult softball is currently open for the spring. Men's, women's and co-ed leagues are available. All games are double headers and it is a 10 game season. Games are played Sunday-Friday. For more information, call (425) 776-9173.
- **Kidz Love Soccer:** The next session of Kidz Love Soccer begins March 25. Kidz Love Soccer teaches children about team work, technical skills and the game of soccer. Classes run Sundays for ages 2-10. For more information or to register, call (425) 776-9173.
- **Job Openings:** Youth programs is currently hiring for several positions. Site-leader, Preschool Assistant, and Summer Camp Counselors are all available. These are part and full time positions. If you are interested in applying, visit Jobs.aspx or call (425) 776-9173.
- **Quarterly Fitness:** Starting right now, Strong by Zumba is happening Monday nights 7:30-8:30 p.m. with Danny Horovitz. This class isn't dance fitness. Instead it's a cardio and conditioning class with elements of kick boxing and is medium to high impact. Staff are brainstorming and preparing new things to keep your fitness classes fresh and interesting this spring. You can drop-in to Strong, Core de Force and any ongoing classes and/or register for the session beginning April 9. To register go to the Craze at www.mltrec.com.
- **Quarterly Dance:** There are amazing teachers giving excellent instruction in Ballet, Tap, Jazz and Hip Hop at the Recreation Pavilion. Also we have charismatic and expert Ballroom teachers at the Pavilion each week teaching Salsa, and East Coast Swing. To read about these dancers visit our teacher biography page at www.mltrec.com/534/teachers-biographies. If you're an absolute beginner or a veteran who just wants a recreational outlet and to stay in shape we have a place for you. For more information, call (425) 776-9173.
- **ROCKSTARS:** Our newest performing group will be dancing in a production called the "Endemic" on March 17, 8:00 p.m. at the Historic Everett Theater. This fun event is produced by Kontagious Performing Company and will feature Hip Hop dance with some Jazz, Lyrical and ethnic dance numbers from guest performers like our ROCKSTARS.
- **Rentals:** Shoreline School District had two different groups using the pool this past two weeks: The Shorecrest Water Polo Team rented space while Shoreline pool was closed. We were able to accommodate them at the time the swim team practice took place in the afternoon. The robotics club was in test driving their underwater robots getting ready for their competition coming up. Lighthouse Dive Center has been continually renting pool space after hours to certify individuals in Basic Scuba.
- **Aquatic Staff awarded Above and Beyond Awards:** Jenny Mathison received the award for staff motivation. She's baking cookies for staff who want them on their birthday (it's voluntary). Tyler Jensen and Mark Feeney received awards for overseeing the Mermaid event on February 24. The event organizer sent a highly complementary letter praising their involvement. Chris Shipway, Agata Pyszkiewicz, and Sally Benedict received awards for staying because they cared about the event.

- **Dog Obedience:** Classes began last week and continue to have a strong showing. Basic Obedience is full and Beyond Basic and Puppygarten are both meeting. The next session will begin in May for all these classes.
- **Spring Break Safety Courses:** Registration is open now for those interested in Lifeguard Training and Junior Lifeguarding. You should register soon. The class is using the Blended Learning Format where the lecture portion of the class is online and the skills portion is held at the pool. Participants should come in to complete the pre-requisite swim skills then register for the class. After registering a link will be sent to start the online portion. For questions contact one of the Aquatic Coordinators and to set up an appointment for the swim skills. Participants must also be 15 or older to qualify. Class will meet April 2-6 (Monday-Friday) from 4:00-8:30 p.m. Junior Lifeguarding will meet April 2-5 (Monday-Thursday) from 11:30 a.m.-3:30 p.m. This class is for kids 11-14 who love the water and have an interest in becoming a lifeguard in the future. This class will cover many of the same subjects in the lifeguard course however this is not a certification class. Register today at the Recreation Pavilion or online.
- **Mountlake Terrace Garden Club:** The Mountlake Terrace Garden Club is looking for new members to assist in running the club and maintaining a number of entry sites in Mountlake Terrace. The Mountlake Terrace Garden Club is a volunteer based community group that for 20 years has annually planted flowers and maintained seven different flowerbeds throughout the city. If you are interested in joining the garden club or just helping out this spring they may be contacted at: mltgardenclub@gmail.com.
- **Cub Scout Project:** James Culver from a local Cub Scout Troop contacted Park Services staff with an interest in a service project for his Cub Scout den. The group is looking at projects in the Mountlake Terrace park system to be completed in April.
- **Earth Day:** The City of Mountlake Terrace is recognizing Earth Day with a Volunteer Park Clean Up event on Saturday, April 21 9 a.m.-12 p.m. at Ballinger Park. Volunteers should meet at the Ballinger Park Clubhouse parking lot, 23000 Lakeview Drive, at 9 a.m. in comfortable work clothes, with gloves and tools in hand. For more information or to register, citizens or groups can contact: Ken Courtmanch, Parks Superintendent, at (425)776-1811.

POLICE DEPARTMENT UPDATES

| Weekly Activity (March 7 – 13, 2018) | | | | | | | | |
|--------------------------------------|---------|---------------|---------|------------|-------|------------|----------------|----------------|
| | Reports | Traffic Stops | Arrests | Collisions | DUI’s | Burglaries | Vehicle Thefts | Vehicle Prowls |
| <i>Week</i> | | | | | | | | |
| <i>YTD</i> | 345 | 638 | 68 | 50 | 4 | 14 | 8 | 22 |

**Activity is updated first week of each month*

Significant Incidents

- On March 7 at 1:09 a.m., a Mountlake Terrace Police Officer was on patrol in the 23800 block of 58th Avenue W and checking a parked vehicle. During his routine check the vehicle came

back as a stolen vehicle out of King County. The officer was able to contact the victim who responded to pick up his car.

- On March 7 at 3:14 p.m., a Mountlake Terrace Police Officer went to a residence to investigate a Child Protective Services complaint. The complaint involved inappropriate touching of a young child while she was being watched by a family member. The investigation is on-going.
- On March 7 at 6:12 p.m., a Mountlake Terrace Police Officer went to the Crazy Moose Casino for a disturbance. Casino staff were complaining about a 50-year-old male that was refusing to leave and the staff wanted him trespass from the casino. The subject was contacted, issued a trespass notice and advised not to return to the property.
- On March 8 at 1:44 a.m., a Mountlake Terrace Police Officer on routine patrol ran a license plate of a vehicle that had a malfunctioning light. The registration on the car returned with a felony warrant with \$50,000 bail on the male owner. The vehicle was stopped and the driver identified as the warrant suspect. The subject was arrested and booked on the warrant at the Snohomish County Jail.
- On March 8 at 5:55 a.m., a Mountlake Terrace Police Officer took a stolen vehicle report in the 4200 block of 214th Street SW. The victim told the officer that the vehicle had been parked right in front of her home. She had the only key and no one had permission to drive the car. There were no suspects or leads. The car was entered into the system.
- On March 8, 2018 at 10:51 a.m., a Mountlake Terrace Police Officer responded to a residence in the 4000 block of 212th Street SW for a theft report. The victim told the officer that the suspect was her ex-boyfriend, that he had been taking money from her account, took her electronic tablet and that he had sexually assaulted her. A statement was obtained from the victim and the case has been forwarded to the detectives for further investigation.
- On March 8 at 6:50 p.m., a Mountlake Terrace Police Officer attempted to stop a vehicle traveling at a high rate of speed on 220th Street SW. Before the officer could get behind the vehicle, the fleeing vehicle was visually lost. No pursuit was started. Within several minutes, a collision was dispatched at 212th Street SW and 50th Avenue W. Witnesses described the suspect vehicle as traveling at a high rate of speed and failing to stop at the stop sign causing the collision. The driver of the vehicle was arrested and booked into Snohomish County Jail for reckless driving and attempting to elude a police officer.

Officer Moss followed up with the victims of this collision to see if they had any significant injuries that could change the current charges to possibly include charging the suspect with vehicle assault. Fortunately, the victims did not have substantial injuries. The victims were appreciative for following up and seeing how the family was holding up. Officer Moss also provided a stuffed animal to a young son who had been in their car when it was struck.

- On March 9 at 12:29 p.m., a Mountlake Terrace Police Officer took an identity theft report from a 59-year-old widow who has been victimized several times since the death of her husband. This week she was notified that a new Bank of America credit card had been issued in her name to a residence in Florida. She had the card cancelled but was requesting a police

report to pursue a five-year protection of her credit. The victim provided a statement and the information she had received from the bank.

- On March 9 at 3:20 p.m., a Mountlake Terrace Police Officer responded to the 5400 block of 212th for a burglary report. The victim was reporting that he left his home around 5:30 a.m. and returned at 2:00 p.m. to find his garage door open and some tools missing. The case has been assigned to the detectives.
- On March 10 at 2:23 p.m., a Mountlake Terrace Police Officer responded to malicious mischief report in the 23000 block of Lakeview Drive. The victim was reporting that her mailbox had the lock broken and she was unsure if some of her mail was missing. Several other mailboxes were also found to be damaged. The officer made contact with the other mailbox owners to make sure they were aware of the damage and could get their boxes repaired. (Note: on March 12, officers attended a block watch meeting at this complex see below).

On March 12 at 6:30 p.m., three night shift officers attended the Ballinger Heights Condominium Association Block Watch meeting at the complex clubhouse to discuss concerns about the mailbox damage and thefts.

- On March 10 at 10:33 p.m., a Mountlake Terrace Police Officer stopped a suspected DUI driver in the 23900 block of 56th Avenue W. After a brief contact and observation the driver, a 69-year-old Shoreline resident, was arrested for DUI. The driver refused to provide a breath sample so a warrant was written and approved to extract a blood sample. After the blood was drawn at Swedish Hospital, the driver was booked at the Lynnwood Jail for DUI.
- On March 11 at 11:25 a.m., a Mountlake Terrace Police Officer responded to the 4300 block of 236th to take a fraud report. The victim was reporting a missing debit card with which someone had made an unauthorized purchase. The victim had been in contact with her bank to have the card cancelled and told the officer she would be getting some follow up information for the report on where the card was used.
- On March 11 at 8:55 p.m., Mountlake Terrace Police Officers responded to a physical domestic in the 21400 block of 52nd Avenue West. During the course of the investigation it was determined that there had not been physical contact between the mother and her son. However, officers did find an arrest warrant for assault that was out on the 24-year-old son. He was arrested and booked on the outstanding warrant.
- On March 12 at 11:11 a.m., a Mountlake Terrace Police Officer responded to a vehicle theft at an apartment complex on St. Albion Way. The victim told the officer that he had parked his car near the "K" building and someone took it overnight. No suspect information or leads were available at the time of the report.
- On March 12 at 12:20 p.m., a Mountlake Terrace Police Officer responded to the 5800 block of 218th Place SW for a burglary report. The victim told the officer that a neighbor had called him the previous evening to tell him that two subjects with flashlights were in his shed. The victim went out but could not see anything in the dark. The victim went back out to check his

shed in the morning and found that his fishing poles and reels were missing. The victim said he would be checking to see if the neighbor had any video of the suspects.

- On March 13 at 2:00 a.m., Mountlake Terrace Police Officers investigated a domestic situation at an apartment in the 4200 block of 236th Street SW. This was started after an officer found a female sleeping in her car at a city park. She told the officer that she had been in a verbal argument at the apartment with her boyfriend and left. The officers spoke with the boyfriend at the apartment and he confirmed that the argument was just verbal. Both parties were given a domestic violence pamphlet.
- On March 13 at 12:32 p.m., a Mountlake Terrace Police Officer responded to the Studio Six for a theft complaint. The manager was reporting that someone had stolen a TV from one of the rooms. There were no witnesses to the theft, and the room had people inside that were not on the hotel register. The officer is investigating the renter of the room.

Detective Unit Update

- Cases Assigned
 - 18-3495 Missing Person
 - 18-3511 Death Investigation
 - 18-3599 CPS
 - 18-3603 Suspicious
 - 18-3633 Vehicle Theft
 - 18-3661 Sex Offense
 - 18-3671 Fraud
 - 18-3680 Burglary
 - 18-3734 Burglary
 - 18-3751 Burglary
- Cases Cleared
 - 18-2696 Stocking
 - 18-2616 Fraud
 - 18-3094 APS

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 Evergreen Elementary property.
- Traffic enforcement in school zones and other areas as requested.
- Domestic Violence Coordinator Singson hosted a crime watch meeting at the Mountlake Terrace Library.
- School liaison officers continue to work with school staff for emergency preparedness.
- Officers assisted residents by pushing a disabled motorists off of 44th and a second vehicle off 212th.
- Officers gave a homeless couple food, water, toothbrush and bathroom supplies.
- Provided a transient male some food and water near the Interurban Trail.
- Provided some food and water to a male who was having some mental health issues at 66th and 218th.

Code Enforcement Property of the Week

On February 22, Code Enforcement observed a purple Mitsubishi Eclipse with an expired license, located at 22000 block of 56th Avenue W. Code Enforcement issued a correction notice and tagged the above vehicle for impound in accordance with MTMC 10.10.230 (Abandoned inoperable

vehicles having; expired license exceeding 30 days expired), and 10.10.190 (Storing vehicles on public street in excess of 72 consecutive hours prohibited).

On March 6, Code Enforcement returned to the location, and noted that previously issued correction notice had been removed, but chalk marks were still intact, indicating the vehicle had not moved. Code Enforcement determined the vehicle to be in violation of the parking ordinances. Towing was dispatched, and the vehicle was impounded and towed.

Other Items of Interest

- On March 8, Girl Scout Troop 41825 held their meeting in the conference room of the Police Station. They went on a tour of the department and then got to work making Thank You Bags for department staff. Danielle Singson added, "A huge shout out to Officer Moss for the warm welcome of the Troop, and to Officer Krahn who was here with his Explorers, and took the time to talk with the Troop and show them all of the patrol car functions."



- On March 11 at 1:30-3:30 p.m., three officers attended a community meeting at the Mountlake Terrace Library, 23300 58th Avenue W to discuss school safety issues with those in attendance.



- On March 12-13, Chief Wilson served as a panel member on the Washington State Criminal Justice Training Commission's peace officer decertification hearing.

NEWS RELEASES

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

MARK YOUR CALENDARS

- March 21, 6:00 p.m., Coffee with the City, Recreation Pavilion
- March 27, 2:00 p.m., Lake Ballinger/McAleeer Creek Watershed Forum, Council Chambers
- April 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 21, 9:00 a.m.-12:00 p.m., Earth Day Park Clean Up, Ballinger Park
- May 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 26-29, AWC Annual Conference, Yakima Convention Center, 10 N 8th Street
- July 3, 3rd of July Family Celebration, Ballinger Park
- July 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 27, 28, 29, Tour de Terrace, Evergreen Playfield
- August 7, 6:00-9:00 p.m., National Night Out, Evergreen Playfield
- August 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 26, 6:00 p.m., Evergreen Awards, Mountlake Terrace Senior Center
- October 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 24, Recreation Pavilion 50th Birthday, Recreation Pavilion
- December 7, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 12, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace