

CITY MANAGER'S WEEKLY UPDATE

November 15, 2019

CITY COUNCIL MEETINGS

The City Council's next regular meeting is on **Monday, November 18, 2019 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) Approval of Agreement with the Recreation Conservation Office (RCO) for Land Water Conservation Fund (LWCF) Grant; (2) Approval of Civic Campus Redevelopment Project Artists Professional Services Agreement with C.J. Rench of CJRDESIGN; (3) Public Hearing on Revenues Sources Including 2020 Property Tax: (a) General Operating Levy Property Tax Levy Resolution, (b) Emergency Medical Services Levy Resolution, and (c) 2020 Property Tax Ordinance; (5) Public Hearing and Adoption of 2019-2020 Mid-Biennial Budget Modification Ordinance; (6) Discussion of Petition to Vacate Street Right-of-Way (218th Street SW at 64th Avenue W); and (7) Review of 2020 City Employee Salary Ordinance.

The City Council's Work/Study Session scheduled for Thursday, November 28 is cancelled due to the Thanksgiving Holiday.

The City Council's next regular meeting is on **Monday, December 2, 2019 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) Swearing in Newly Elected Councilmember Steve Woodard (Position 2); (2) Review of 2020 Legislative Agenda; (3) Approval of Agreement for Wastewater Treatment, Disposal and Conveyance Services for Edmonds Wastewater Treatment Plant; (4) Approval of Interlocal Agreement with Alderwood Water and Wastewater District for Sewer Pipe Lining; (5) Approval of WSDOT Agreement for 220th Traffic Signal; (6) Adoption of 2020 City Employee Salary Ordinance; (7) Public Hearing to Consider Petition to Vacate Street Right-of-Way (218th Street SW at 64th Avenue W); (8) Adoption of Business License Code Amendment Ordinance; and (9) Award of Bid for Civic Campus Redevelopment Projects (Tentative).

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City, December 11:** Join city officials for a casual conversation and a cup of coffee to 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 228th Street SW from 6:00 to 7:00 p.m. in the Jungle Room.
- **Salary Commission Public Hearing December 4:** The Salary Commission meeting scheduled for Wednesday, November 27 is cancelled due to the Thanksgiving holiday the following day. A public hearing has been scheduled at a special meeting on **Wednesday, December 4, 2019 at 5:00 p.m.** and testimony can be provided via email to cityhall@ci.mlt.wa.us or sent/delivered to City Hall by 4:00 p.m. on December 4 for those who cannot attend the meeting. A resolution with the Salary Commission's direction will be drafted

and posted online. The meeting takes place at the Interim City Council Chambers, 6100 219th Street SW, Suite 220. More information on the Mountlake Terrace Salary Commission is available at www.cityofmlt.com/2036.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Planning Commission Vacancy:** One of the Planning Commissioners has moved out of Mountlake Terrace creating a vacancy on the Commission, and the City Council Subcommittee is conducting an interim recruitment. The Planning Commission meets twice a month on the second and fourth Mondays at 7:00 p.m. Applications and information can be found [here](#) and must be received by the city by 4:30 p.m. on Friday, November 22. For more information, please contact the Community & Economic Development Department at (425) 744-6207.
- **Utilities Public Education:** A “Utilities 101” webpage was featured in the October issue of *City Happenings* and another article on the sewer and stormwater rates will be included in the December issue. The webpages include helpful videos, photos of utility facilities and budget information. Additionally, information is being prepared by Public Works and Community Relations and will be included in the next utility billing cycle to explain the new sewer and stormwater rate increases. The city is also preparing information to distribute at the front counter at City Hall.
- **Lodging Tax Advisory Committee:** Two applications were received this year for 2020 lodging tax funds – one from Friends of the Arts for the “Arts of the Terrace Juried Art Show” and one from Tour de Terrace. The Lodging Tax Advisory Committee will meet on Tuesday, December 3 to review the applications.
- **Tree Lighting Ceremony:** The annual Tree Lighting Ceremony is scheduled to take place on Friday, December 6 at Evergreen Playfield. Thanks to Mountlake Terrace Plaza for sponsoring the event again this year. Additional thanks to the Tour de Terrace volunteers for serving warm drinks and cookies, as well as Santa Claus and South County Fire & Rescue for their participation.

With the anticipated construction of the field turf at Evergreen Playfield next year, the event could move to the Civic Campus in 2020 since the City Hall project should be close to completion by that time. Stay tuned for more updates as further discussion takes place.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **City Hall & Police Station Addition:** The bidding process for the Civic Campus is underway and two notices issued one week apart. A pre-bid meeting for interested contractors, subcontractors, vendors, etc., took place at the Mountlake Terrace Library on November 5, 2019.

Bidding documents and related addendums have been posted to the city website, as well as the Builders Exchange website. The submittal date for bids is November 19, 2019.

A draft professional services agreement with artist CJ Rench is on the November 18, 2019 City Council consent agenda for consideration as part of the Civic Campus project.

- **Town Center Marketing:** An ad ran in the November 1, 2019 issue of the Puget Sound Business Journal and is intended to highlight investment and revitalization opportunities within the Mountlake Terrace Town Center. This issue is estimated to be one of the largest in circulation for the year.

HUMAN RESOURCES

- **Job Opportunities:** For current job opportunities, please visit the city's website at www.cityofmlt.com/Jobs.aspx. You can also subscribe to job posting notifications to be automatically alerted to the latest career opportunities by clicking on the Notify Me® button [here](#). If you have questions about job opportunities, please contact Human Resources at HRCity@ci.mlt.wa.us or (425)744-6225.

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES



- **City Seeks Input on ADA Transition Plan:** The city is developing an Americans with Disabilities Act (ADA) Self-Assessment and Transition Plan. The city encourages residents to participate in an online survey and comment on the current conditions of the city's accessibility for persons with disabilities. Visit www.cityofmlt.com/2053/ to take the survey. The deadline to complete the survey is January 1, 2020.

More information on the ADA Self-Assessment and Transition Plan is available at www.cityofmlt.com/2053/ or by contacting City Traffic Engineer Marc Seferian at mseferian@ci.mlt.wa.us or (425) 744-6265.

- **Main Street Revitalization Project 56th/236th:** Over the next few months utility companies (Comcast, Wave, Frontier and Snohomish County PUD) will complete their work undergrounding facilities on the project.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Adult Sports:** Registration is open for adult winter sport leagues. Men's basketball and co-ed volleyball are available. Winter leagues begin the week of January 6, 2020. Basketball is played on Monday or Wednesday nights. Volleyball is played on Tuesdays. Both leagues run 10 weeks. For more information visit <http://www.mltrec.com/391/Athletics> or call (425) 640-3105
- **MLT Dance Academy Winter Dance Concert:** Save the date! Saturday, December 14, 1:00 p.m. and 3:30 p.m., the Dance Academy students and some of the quarterly adult / teen classes will perform in two different one-hour shows at the Mountlake Terrace High School Theater. Tickets are \$10 at the door. A two-show lineup will help make sure everyone gets a seat and has a fun, short, performance day during this busy time of year. Information packets with

specific instructions for the participants have been passed out in dance classes. Viewers keep a look out for the advertising poster and Facebook post. For more information or placement in the Academy program, contact Dance Director Chloe Davenport at (425) 640-3107. Or visit our dance bulletin board outside the Mambo Room dance studio.

- **Quarterly Adult / Teen Dance & Fitness Classes Fall Session 2:** Beginning and intermediate Ballet, beginning and intermediate Tap, Jazz, Salsa & Bachata, Flamenco, Swing & Two Step, are happening in the evenings, Monday through Thursday. Fitness Classes including PiYo, Thai Chi, Therapeutic Stott Pilates, Yoga, and Zumba are convenient, inexpensive ways to take care of yourself here at the Recreation Pavilion. You can join our quarterly classes at any time. Look for Cardio Kickboxing on Monday nights starting in January. For more information, visit our brochure at www.crazedigital.com.
- **Dance & Fitness Registration for Winter 2020:** Look for the new Craze brochure at www.crazedigital.com starting in the first week of December. Registration for Dance & Fitness programs including second semester of the Dance Academy will begin on December 2. For more information, contact dance and fitness programmer Chloe Davenport (425) 640-3107 cdavenport@ci.mt.wa.us.
- **Youth Programs:** Still looking to hire a site leader for Mountlake Terrace Kids Krew before and after school care. This position leads the program at the school site. It is a full-time, benefitted position. To apply on line go to www.mltrec.com.
- **Non-School Day:** Wednesday, November 27 is a non-school day. Join the Kids Krew program for a day of holiday crafts and fun. Childcare is available, please call (425)776-9173 to register.
- **Swim Lesson Registration:** The last session of weekday swimming lessons will begin on November 18 and 19 with Mountlake Terrace resident registration on Wednesday, November 13 and open registration on Thursday, November 14. This set of lessons that meet on Monday/Wednesday or Tuesday/Thursday will end December 18 and 19. Registration will remain open until the third swimming lesson. To Register go to <https://wa-mountlaketerrace2.civicplus.com/530/Recreation>.
- **Lifeguard Training:** Aquatics is offering two options for Lifeguard Training:

A *Lifeguarding Review* class will be offered November 30 and December 1 from 12:00 - 5:30 p.m. each day. Participants must hold a current Lifeguarding certification to participate. Those who successfully complete this review will renew their certification for two more years. To register go to: <https://wa-mountlaketerrace2.civicplus.com/530/Recreation>. For questions contact aquatic staff at (425) 776-9173 ext. 1120 or ext. 1106.

A full *Lifeguarding* course will be offered during Winter Break, December 21, 22, 28 and 29 from 9:00 a.m.- 4:00 p.m. on Saturdays and Sundays. This course is blended learning, with the lecture portions online and the skills portions at the Pavilion, both on land and in the water. Participants must be 15 years old by the last day of class and set up a time with aquatic staff to complete the prerequisite swim skills before registration, call (425) 776-9173 ext. 1120

or ext. 1106. Those who successfully complete this course are eligible to apply to be a Lifeguard at the Mountlake Terrace pool.

- **Dog Obedience Classes:** The last session of Dog Obedience classes began on November 4 and 6 with Basic and Beyond Basic classes both full. The next session will start after the New Year, with registration opening on December 1.
- **Espresso Special:** Next week, the special at the Recreation Pavilion espresso stand will be a London Fog. From November 18 - 24 receive \$.25 off a 12oz, \$.50 off a 16oz and \$.75 off a 20oz.
- **Tree Lighting Ceremony:** Parks, Facilities and Public Works staff are beginning preparations for this year's Tree Lighting Ceremony. The Tree Lighting Ceremony is held annually on the first Friday evening December at 6:30 p.m. at Evergreen Playfield, 22205 56th Avenue W. This year it will be held on December 6. Cocoa, coffee and cookies will be available at the Evergreen Playfield concession stand while local school children sing carols and Santa will make his grand entrance on a Fire Truck!
- **Brighton School and Whale Scouts Project:** On Saturday, November 9, about 35 volunteers from Brighton School, in coordination with the local Whale Scouts organization, attended a volunteer effort to help remove invasive plant material at Ballinger Park. The enthusiastic group endured the cold and a heavy rain to remove debris along Hall Creek north of the former culvert near the Mickey Corso Community Clubhouse.



POLICE DEPARTMENT UPDATES

| Activity Year-to-Date | | | | | | | | |
|-----------------------|---------|---------------|---------|------------|-------|------------|----------------|----------------|
| | Reports | Traffic Stops | Arrests | Collisions | DUI's | Burglaries | Vehicle Thefts | Vehicle Prowls |
| <i>Month</i> | | | | | | | | |
| <i>YTD</i> | 1826 | 2637 | 546 | 217 | 32 | 81 | 49 | 129 |

**Activity is updated the first full week of each month*

Weekly Patrol Synopsis

- On November 6 at 8:58 a.m. patrol responded to a vehicle prowling report in the 4400 block of 212th Street SW. The victim reported suspect(s) accessed his unlocked vehicle while parked in front of his residence overnight and stole a variety of property. There are no investigative leads.
- On November 6 patrol responded to a vehicle theft report in the 23800 block of 56th Avenue W. The victim reported leaving her vehicle parked and secured on the shoulder of the roadway. Upon returning to retrieve her vehicle she discovered it was stolen. There is no suspect information. The vehicle was entered as stolen in the nationwide database.
- On November 6 at 1:11 p.m. patrol contacted a subject known to have a Mountlake Terrace-issued warrant for his arrest in the 23100 block of Highway 99. He was taken into custody and booked at the Lynnwood Jail for the warrant without incident.
- On November 6 at 3:34 p.m. patrol responded to a hit and run collision report in the 21800 block of 44th Avenue W. The reporting person stated he left his vehicle legally parked at the location and upon returning discovered another vehicle ran into it causing significant damage. There is no suspect information.
- On November 8 at 1:07 a.m. patrol responded to an alarm at a construction site located in the 6000 block of 237th Street SW. Upon arrival patrol located two subjects on the property who ran from officers, but were eventually apprehended. There was no damage or theft of property identified. The subjects were released pending later discovery of any theft or damage to property.
- On November 8 at 6:26 a.m. patrol responded to a vehicle prowling report in the 21300 block of 48th Avenue W. The victim reported his vehicle was entered overnight by breaking a window while secured in front of his residence. The suspect(s) stole a firearm stored in the vehicle. The gun was entered as stolen in the nationwide database. Investigation continues.
- On November 8 at 8:53 a.m. patrol responded to a death investigation at a residence located in the 4600 block of 228th Street SW. The deceased was identified as the 62-year-old male resident and was discovered by his roommate. Investigation revealed nothing suspicious. Paperwork from a recent hospital visit was discovered. The deputy medical examiner responded and took possession of the decedent. Investigation continues.

- On November 8 at 2:41 p.m. patrol responded to a fraud report at a residence located in the 5300 block of 230th Street SW. The victim explained she accepted a job through a website and received a check with which to purchase equipment. She deposited the check and spent the money as directed, forwarding it to a specific vendor. The victim later realized her bank had locked her account and she was out \$2500. The initial check was fraudulent. Investigation continues.
- On November 8 at 9:54 p.m. patrol contacted a suspicious vehicle in the 5000 block of 241st Street SW. Investigation revealed one of the occupants to have an escape warrant for her arrest. During the arrest process the suspect resisted and kicked an officer on the leg. She was taken into custody with minimal force. Subsequent to arrest she was found in possession of methamphetamine paraphernalia. Following medical clearance she was booked at the Snohomish County Jail for the warrant and other offenses without further incident.
- On November 9 at 5:11 p.m. patrol responded to a disturbance in the 4600 block of 242nd Street SW. Investigation revealed neighbors were involved in a confrontation prior to police arrival. The reporting person said his neighbor attempted to run him over and threatened to kill him. The suspect then fled in a vehicle and could not be located. Patrol attempted to contact the suspect later, however, the residents were uncooperative. Harassment charges were forwarded to the city prosecutor for filing.
- On November 9 at 8:10 p.m. patrol contacted a suspicious vehicle in the 22000 block of 66th Avenue W. Investigation revealed the occupant to have a warrant for his arrest. He was subsequently arrested and booked at the Lynnwood Jail without incident.
- On November 9 at 10:43 p.m. patrol responded to an assault with weapon in the 6000 block of 236th Street SW. Upon arrival the reporting person stated an acquaintance tried to stab him and kidnapped his girlfriend. Patrol was able to speak with the girlfriend via phone who denied being a victim. With the assistance of Arlington Police, the girlfriend and alleged suspect were contacted. Their investigation revealed that the person who originally reported an assault was actually the perpetrator who had assaulted the other two. Charges were forwarded to the city prosecutor for filing.
- On November 10 at 1:24 p.m. patrol responded to a fraud report at a residence located in the 22100 block of 66th Avenue W. The victim stated she recently discovered an ex-boyfriend opened a credit card using her information and charged \$10,000. Investigation continues.
- On November 10 at 3:09 p.m. patrol responded to a burglary in progress at a residence located in the 4500 block of 216th Street SW. The resident returned home to find the suspect(s) in his residence. Entry was made and no suspects were located. There are no investigative leads.
- On November 11 at 8:09 p.m. patrol responded to a theft report in the 23800 block of 55th Avenue W. The victim was doing some landscaping and left several tools in the bed of his truck. The tools were out of his sight for a couple minutes. Upon returning to the truck he discovered they were stolen. There is no suspect information and investigation continues.

- On November 12 at 12:45 a.m. patrol contacted a suspicious vehicle in the 21200 block of 44th Avenue W. Investigation revealed the occupant to have multiple warrants for his arrest. He was subsequently arrested and booked at the Snohomish County Jail without incident.
- On November 12 at 4:01 p.m. patrol responded to a theft report at a business in the 6000 block of 244th Street SW. The victim stated he is doing construction at the location and observed the suspect steal materials from the site. He was able to get the suspect vehicle license plate. Investigation continues.
- On November 12 at 7:58 p.m. patrol responded to a fraud report at a business located in the 6000 block of 244th Street SW. The reporting person stated the suspect was attempting to use a fraudulent identification and payment device to check in. When confronted the suspect fled in a vehicle. There is no suspect information.

WEEKLY INVESTIGATIONS UPDATE

Cases assigned

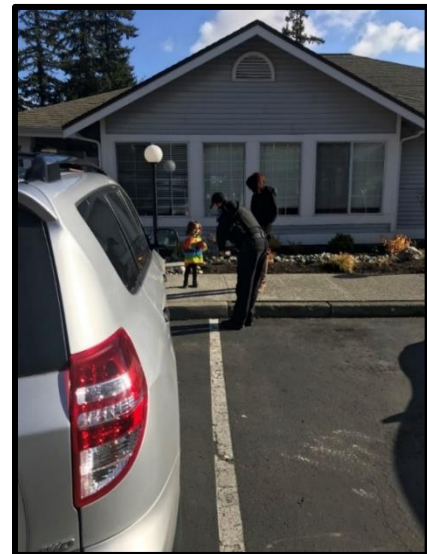
- 19-16182 Death Investigation
- 19-16179 Theft
- 19-16104 Malicious Mischief
- 19-16008 Assault with a Firearm

Cases Cleared

- N/A

COMMUNITY OUTREACH & DIRECTED ENFORCEMENT

- Officers continue to conduct local business and area checks at the following locations: Studio 6 Motel, Ballinger Park, Interurban Trail, schools and marijuana dispensaries.
- Sergeant Moss spent time interacting with some young residents (see photo).
- Increased patrol in the 7000 block of 220th Street SW. Complaints of drug use and homeless persons in the area.
- 16 reported outreach contacts this week.
- Sergeant Pickard handed out some firearm cable locks to residents.
- Patrol attended St. Pius holiday bazaar.



CODE ENFORCEMENT PROPERTY OF THE WEEK

On October 23, 2019 Code Enforcement observed multiple nuisance violations of woodpiles, five gallon buckets, miscellaneous debris and trash, and cardboard not properly stored throughout the north side of the property, located near the 22700 block of 57th Avenue W. Code Enforcement issued a civil notice of violation in accordance with 8.15.040.E.2 – (Improper storing or keeping of any toxic, flammable, or caustic substances or materials), 8.15.040.I – (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), 8.15.040.G.2 – (Recyclables not properly stored and regularly disposed of), and 8.15.040.A.6 – (Woodpiles that are not properly stacked or accumulations of wood debris, such as branches, that could become a fire hazard or harbor

rodents). On November 6, 2019 Code Enforcement re-inspected the property and noted all ordinance nuisance violations had been corrected. No further action is required.



OTHER ITEMS OF INTEREST

- Sergeant King and Evidence Manager McKee attended DNA training at the Criminal Justice Training Commission.
- Detective Cronk received his firearms instructor certification.
- Eight commissioned staff attended a two-day police skills refresher training. This training includes emergency driving, defensive tactics and classroom training regarding a number of important topics.
- Officer Rodgers completed phase two of his field training program.
- Chief Caw gave an offer of employment to an entry level officer candidate. Martin Look starts with the department on December 2.
- Taser certification training continued this week.
- Commissioned staff participated in door breaching training (see photo).



NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- November 27, 5:00 p.m., Salary Commission Meeting, Cancelled
- December 4, 5:00 p.m., Salary Commission Public Hearing, Council Chambers
- December 6, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- January 8, 2020, 6:00 p.m., Coffee with the City, Recreation Pavilion
- February 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- March 11, 6:00 p.m., Coffee with the City, Recreation Pavilion

- April 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace