

CITY MANAGER'S WEEKLY UPDATE

March 13, 2020

CITY COUNCIL MEETINGS

The City Council's next regular meeting is on **Monday, March 16, 2020 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) South Snohomish County Fire & Rescue Annual Report; (2) Approval of Mountlake Terrace Youth Athletic Association Field Use Agreement; (3) Adoption of Pet Licensing Code Amendment Ordinance; and (4) Adoption of Pet Licensing Code Amendment Fee Resolution.

The City Council's next work/study session is on **Thursday, April 2, 2020 beginning at 7:00 p.m.** in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Presentation from Housing Authority of Snohomish County (HASCO); (2) Review of WSDOT Agreement for 220th Traffic Signal (Tentative); (3) Review of Building Construction Professional Services Agreements with: BHC, WC3 and Safebuilt; (4) Review of 2019 Fourth Quarter Financial Report (Tentative); (5) Review of 3rd of July Event Agreement; and (6) Review of 2020 Tour de Terrace Agreement.

COMMUNITY MEETINGS AND EVENTS

- **The March 19 Hazel Miller Ballinger Park Playground Design Meeting will be postponed as a precautionary measure due to COVID-19.** Stay tuned for updates on this event.
- **Coffee with the City, April 8:** This monthly event is scheduled at the Recreation Pavilion, 5303 228th Street SW from 6:00 to 7:00 p.m. in the Jungle Room. 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.

CITY CLERK AND COMMUNITY RELATIONS

- **Clerk II Records Tech Position:** This week the city reviewed applications and conducted interviews for a part-time Records Tech position tasked with digitizing records as part of the Enterprise Content Management (ECM) project to reduce paper records prior to the move into the new City Hall later this year.
- **COVID-19:** The City Manager's Office along with the Executive Leadership Team continues to monitor this fluid situation and is following direction from Snohomish Health District, Snohomish County Department of Emergency Management, and Washington State Department of Health. At this time, our facilities remain open and we have taken steps to monitor staff for COVID-19 symptoms and ask the public to not visit our facilities if they have any symptoms.

- **Tree City USA:** The Recreation & Parks Department has been notified that the City of Mountlake Terrace is the newest city in Washington to be designated as a "Tree City USA" by the Department of Natural Resources and the Arbor Day Foundation. A representative will be available to present the award materials at an upcoming Council meeting.

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)

- **Transportation Plan Update Online Survey:** The city is updating the Transportation Master Plan (TMP). Residents are encouraged to take an online survey to provide feedback on the community's transportation and traffic conditions. Click [here](#) for more information and to take the survey. The deadline to complete the survey is March 20, 2020.

The primary purpose of this effort is to update the original plan to more accurately address the changing conditions Mountlake Terrace will experience with the introduction of light rail, development of the Town Center and overall growth the community will experience in upcoming years. You can also review the [current Transportation Master Plan](#) online.

- **Main Street Construction:** PUD and other utility crews continue to work on converting from overhead to underground wiring while the city's contractor continues with periodic minor work. Residential and business electrical conversions will begin the week of March 16 with specific notice provided to each property when their electrical service will be temporarily disconnected. Electrical service interruptions are anticipated to typically last for approximately 30 minutes, but may last as long as four hours if difficulties occur.

Utility work is anticipated to continue for several more weeks, followed by completion of the roadway construction and restoration of private property improvements.

RECREATION, PARKS, AND PROPERTY MANAGEMENT

- **Staff Training:** Lifeguard In-Service took place on March 6, where staff worked on extrications and basic rescues. Swim instructors participated in this training to learn how to aid lifeguards in the case of an emergency. Water fitness instructors had their own meeting to view a video on water fitness to incorporate some new exercises into their routines. New instructor Dylan Wigington was named Swim Instructor of the Month. There was no Lifeguard of the Month awarded because all the lifeguards are great. Staff also tried out the new Water Walk to get used to lifeguarding with it.
- **WRPA Aquatic Network Meeting:** Rose Ploeg and Mark Feeney will be attending the WRPA Aquatic network in Covington. The Aquatic Network is part of WRPA that gives

aquatic supervisors and managers an opportunity to discuss aquatic programming and issues they have in common. There is always a conference call option for this meeting for anyone who chooses to.

- **Espresso Special:** Next week's special at the Recreation Pavilion espresso stand will be an Orange Spice Chai Tea. Save \$.50 on a 16oz from March 16–22.
- **Fall Child Care:** Fall registration begins on March 16 for all 2020-2021 school year child care programs. Pick up a packet at the front desk or online at mltrec.com.
- **Summer Camp Registration:** Registration for the youth summer camps is open now! Visit www.mltrec.com/summer or call (425) 640-3102 for more details.
- **Youth Programming Job Opportunities:** Hiring full-time benefitted Before and After School Recreation Lead II at Mountlake Terrace Elementary and half-time after school Recreation Leader I non-benefitted position at the Pavilion site. Also hiring half-time Recreation Leader I - Site Assistant - Before and After School Programs. This is a benefitted position at Madrona K-8. Visit www.cityofmlt.com or call (425) 640-3102 for more details.
- **Dance Teacher Positions:** MLT Dance Academy is looking for dance instructors experienced in one or more of the following dance forms: Ballet, Jazz, Tap, Lyrical, or Hip Hop for summer and fall 2020 classes. To see the job description and apply go to www.cityofmlt.com/Jobs.aspx or contact Dance Programmer and Academy Director Chloe Davenport at (425) 640-3107 or cdavenport@ci.mlt.wa.us.
- **Quarterly Dance & Fitness:** The next session began Monday, March 9. Get registered in Tai Chi, Yoga, PiYo, Stott Pilates, Kickboxing, Ballroom, Ballet, Tap, Jazz, or after preschool creative dance lessons. Drop in is available for all adult/teen classes after minimum registration has been reached. Late registration is also pro-rated.
- **Adult Sports:** Registration for the spring season of adult sports is open now! Basketball, softball and volleyball are all available. Seasons begin in early April. For more information visit www.mltrec.com/391 or call (425) 640-3105.
- **Racquetball Tournament:** The next Racquetball Tournament will be held on Saturday, April 18. Registration is open now! Compete in single or doubles against some fun competition. Prizes are awarded for top finishers. To register, [click here](#) or call (425) 220-0685.

POLICE DEPARTMENT

MONTHLY ACTIVITY								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
February	155	218	40	22	4	9	4	6
YTD	378	351	95	43	8	26	10	19

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

Weekly Patrol Synopsis

- This week there were three verbal domestic arguments; two abandoned vehicles; and two warrant arrests this week.
- On March 4, officers responded to the Safeway store located at the 4300 block of 212th Street SW for a shoplifting in progress. It was reported that a male subject stole several bags of garden bark and fled in a Dodge Ram truck without paying. Officers located the suspect's truck at a nearby location and contacted the driver. Officers noticed several bags of bark in the vehicle along with other stolen items from the store. The driver/suspect was eventually arrested and booked into jail for theft.
- On March 4, officers responded to the 5400 block of 244th Street SW for a report of a hit-and-run. The suspect's vehicle was tailgating and eventually hit the victim's vehicle. The suspect vehicle fled the area. There are no suspects or leads at this time.
- On March 4, officers responded to assist South Snohomish Fire & Rescue with a medical call. The medical staff were transporting an adult to the hospital who had some significant medical history. It was also reported that the subject's living conditions were poor and that there was a concern for COVID-19 exposure.
- On March 5, officers responded to the 23300 block of 56th Avenue W for a burglary in progress. Officers arrived and found a subject matching the description of the suspect walking away from the area and detained him. It was confirmed that he was the suspect. The juvenile suspect admitted to the burglary. A search of him incident to arrest revealed a stolen power tool. The suspect was released to his mother and charges have been filed with the juvenile prosecutor.
- On March 5, officers responded to the 24200 block of 54th Avenue W for a suspicious person report. It was reported that a female subject was on the victim's patio moving items around. It was reported that the subject might have been under the influence of narcotics. The subject was contacted by officers at the 24200 block of 56th Avenue W and following officers' observations transported to Swedish Hospital.
- On March 5, officers were contacted by Public Works regarding continued damage to city property located at the 4000 block of 212th Street SW. Investigation is ongoing.
- On March 6, officers responded to the 4700 block of 238th Street SW for a missing person report. A friend stated that he had not heard from his neighbor for a while and was concerned. The missing person was eventually found deceased inside the residence. It appeared she died from natural causes.
- On March 6, officers responded to the 5600 block of 230th Street SW for a burglary report. The victim reported that she was away from home between 2:15 p.m. and 7:30 p.m. When she returned home she found that her house had been burglarized. The victim was missing power tools and jewelry. Case is under investigation.
- On March 7, a resident reported that a bank of mailboxes at the 21500 block of 40th had been vandalized. It is unclear if any mail was stolen.

- On March 7, a resident reported that an unknown person stole items from a package that had been delivered. There are no suspects or leads at this time.
- On March 7, officers responded to the 6700 block of 222nd Street SW for a hit-and-run report in which a vehicle crashed into some mailboxes. The driver exited, got into another vehicle and fled the area. Case is under investigation.
- On March 7, officers responded to the 21900 block of 66th Avenue W for a hit-and run-report. A black Honda ran into the victim's vehicle and fled the area without stopping. There are no suspects or leads at this time.
- On March 7, officers responded to the 4000 block of 212th Street SW for a physical domestic. Upon arrival, officers separated the male and female subjects and began their investigation. It was determined that the two were arguing about their children when the argument became physical. The male subject grabbed the neck and wrist of the female subject. The male was arrested and booked for assault 4 DV.
- On March 7, while on patrol an officer noticed a vehicle fail to stop at a red light at the 5800 block of 236th Street SW. The officer stopped the vehicle and contacted the driver. During the contact the officer noticed two open containers of alcohol inside the vehicle and also noticed the driver was exhibiting signs of intoxication. A record check of the subject indicated that he had two prior convictions for DUI. The driver performed voluntary field sobriety tests which he failed. The driver was booked into Snohomish County Jail for DUI.

Weekly Investigations Update

Cases Assigned

- 20-3258 Traffic Offenses

Current Investigations Cases

- 60

Cases Cleared

- 20-1977 Burglary
- 20-192 Burglary
- 20-2967 Theft
- 20-3011 Fraud
- 19-17755 Robbery
- 19-14802 Sex Offense

Significant Cases

- Detectives continue to investigate a series of burglaries.
- Detectives have identified a second burglary suspect and are currently attempting to locate him.

Code Enforcement Property of the Week

Code Enforcement was dispatched to a parking complaint involving a black VW Jetta, parked at the 5400 block of 234th Street SW for over a month. When Code Enforcement arrived, they observed the vehicle stored on a public street. Code Enforcement chalked the rear driver's side tire and issued a correction notice in accordance with 10.10.190 (storing vehicles on the public street over 72 consecutive hours prohibited).



On March 5, Code Enforcement returned to the location and noted the previously issued correction notice was removed, but the chalk marks were still intact, indicating the vehicle had not moved. Towing was dispatched and the vehicle was impounded.

Community Outreach & Directed Enforcement

The week of March 4 through March 10 was active with officers making several contacts with many citizens. Officers continue to conduct local business and area checks at the following locations: Andorra Estates Apartments, Studio 6 Motel, Ballinger Park, Interurban Trail, Veterans Park (Library) and marijuana dispensaries. Below are some highlights of the community contacts that were made to include contacts with homeless subjects.

- Officer Marshall helped a disabled motorist.
- Sergeant Moss checked on a homeless person living out of their car at 232nd Street SW & 58th Avenue W—outreach materials were offered but the person declined.
- Sergeant Moss helped out a disabled motorist.
- Veteran's Park: Sergeant Pickard spoke to a few homeless subjects who declined outreach supplies. Sergeant Pickard talked to one of the subjects about leaving items unattended at the Library.
- Business check at Bartell's at 228th and 44th.
- Sergeant Pickard met with 1st Security Bank in regards to subjects sleeping in the business garage. He explained to them how they can help with disposing of a large cardboard box and not storing items in the garage that the homeless subjects will use as shelter.
- Officer Voeller stopped by the Recreation Pavilion and spoke with four subjects playing basketball. He gave stickers to three kids inside the Pavilion and spoke with staff.

NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- April 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 25, 9:00 a.m., Earth Day/Arbor Day, Ballinger Park
- May 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 21, 5:30 p.m., Snohomish County Cities Meeting
- June 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 23-26, AWC Annual Conference, Tri-Cities
- July 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 16, 5:30 p.m., Snohomish County Cities Meeting
- July 24, 25, 26, Tour de Terrace, Evergreen Playfield
- August 4, 6:00-9:00pm, National Night Out, Evergreen Playfield
- August 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 17, 5:30 p.m., Snohomish County Cities Meeting
- September 18, 7:00 p.m., Arts of the Terrace Awards Reception, MLT Library
- October 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 19, 5:30 p.m., Snohomish County Cities Meeting

- December 4, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace