

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

November 6, 2015

Members of the City Council  
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Council Members:

## **COUNCIL MEETINGS**

The City Council's next work/study session is scheduled for **Thursday, November 12, 2015** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: (1) Review of Mid-Biennial Budget Modifications (Tentative), (2) Review of 2016-2021 Transportation Improvement Program (TIP) Ordinance, (3) Review of Revenue Sources Including 2016 Property Tax, (a) Substantial Need Resolution for General Operating Levy, and Emergency Medical Services Levy, (b) General Operating Property Tax Levy Resolution, (c) Emergency Medical Services Levy Resolution and (d) 2016 Property Tax Ordinance and (5) Review of Six Year Financial Forecast (Tentative).

The City Council's next regular meeting is scheduled for **Monday, November 16, 2015** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: (1) Public Hearing and Adoption of 2015-2016 Mid-Biennial Budget Modification Ordinance (Tentative), (2) Public Hearing and Adoption of 2016-2021 Transportation Improvement Program (TIP) Ordinance (Tentative), (3) Public Hearing on Revenue Sources Including 2016 Property Tax, (a) Adoption of Substantial Need Resolution for General Operating Levy, and Emergency Medical Services Levy; (b) Adoption of General Operating Property Tax Levy Resolution; (c) Adoption of Emergency Medical Services Levy Resolution; and (d) Adoption of 2016 Property Tax Ordinance

## **COMMUNITY MEETINGS AND EVENTS**

- **Coffee with the City:** Residents, business owners and others from the community are invited to attend and ask questions or have a casual conversation with city officials. Feel free to drop in and enjoy a cup of coffee and 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 228<sup>th</sup> Street SW on Wednesday, December 9, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

## **ADMINISTRATIVE SERVICES**

- **Emailed Invoices/Statements Accepted:** The City of Mountlake Terrace is now accepting emailed invoices/statements from city vendors. If you do business with the city, you may now send your invoices to [AP@ci.mlt.wa.us](mailto:AP@ci.mlt.wa.us). If you have any questions please call 425-744-6218 or 425-744-6209.

- **Passport Fraud Training:** City personnel are attending training for Passport Fraud during the month of November.
- **Wellness Program:** The city will be implementing a Wellness Program beginning January 2016. If successful in meeting certain criteria, the city will be eligible for a discount in medical insurance costs beginning in 2017, which could mean approximately \$40,000 in annual savings.

## **ENGINEERING SERVICES UPDATES**

- **Lakeview Trail Project:** During the week of November 9, the contractor will be working on landscaping, fencing and striping. The free right turn from westbound 236<sup>th</sup> Street SW to northbound 65<sup>th</sup> Place W is closed as a new signal is being constructed at the intersection. Drivers need to proceed to the intersection and then make a right turn. Expect lane closures but no detours on 228<sup>th</sup> Street SW/Lakeview Drive/236<sup>th</sup> Street SW from the Interurban Trail to I-5. On-street parking restrictions are in place for Monday-Thursday. Normal work hours are 7:00 a.m. to 6:00 p.m., Monday-Thursday. Expect delays. Use of alternate routes is recommended.
- **North Side Water Main Improvements:** During the week of November 9, work is expected to be completed on 216<sup>th</sup> Street SW with tie-ins and service connections, and concrete and pavement restoration work will begin. Expect delays. At times there will be a uniformed officer directing traffic at the 216<sup>th</sup>/66<sup>th</sup> intersection while the traffic signal is in red flash mode. Use of alternate routes is recommended. On-street parking will be restricted during construction. Expect to be towed if you are parked in a No Parking zone. Normal work hours are 7:00 a.m. to 5:00 p.m., Monday-Friday. This project is expected to be completed this fall.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds continues construction of an extension of 228<sup>th</sup> Street SW from 76<sup>th</sup> Avenue W to SR99. This project will include new traffic signals at SR99/228<sup>th</sup> and at 76<sup>th</sup>/228<sup>th</sup>, and will also include reconstructing 228<sup>th</sup> Street/Lakeview Drive from 73<sup>rd</sup> Place W to the Ballinger Playfields. Edmonds' contractor is expected to be working in the City of Mountlake Terrace portions of the project through the fall. The majority of the work in Mountlake Terrace has been completed, but there is still some minor cleanup to be performed. Expect lane closures on 228<sup>th</sup> Street SW/Lakeview Drive in this area. Typical work hours will be Monday-Friday from 7:00 a.m. to 5:00 p.m. Expect longer delays during the construction activity. Motorists should consider using alternate routes. Residential, pedestrian, and business access will remain open throughout the project.
- **227<sup>th</sup> Street SW Sidewalk Improvements (56<sup>th</sup> to 58<sup>th</sup>):** This project will construct curb, gutter and sidewalk on the south side of 227th Street SW between 56th and 58th Avenue W. This project includes ADA ramps, a planter strip, and roadway and drainage improvements on the south side of the roadway. The project is being advertised and bid opening is scheduled for mid-November. Construction is expected to begin this winter and be complete in early 2016.

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

- **Swimming Lessons:** Weekend swimming lessons started October 30, 31 and November 1. Registration for weekend lessons will stay open until November 12, 14 and 15. The final weekday swimming lesson session will begin November 16 and 17. Pre-registration for Monday/Wednesday is November 9 and Tuesday/Thursday is November 10. Mountlake Terrace Resident walk-in registration will be November 11 from 8 a.m. to 8 p.m., phone-in registration is from 12 to 8 p.m. on November 12. Online registration is available all day beginning midnight at [www.mltrec.com](http://www.mltrec.com). Click on “Register Online Go”. You will need to call the Pavilion to obtain your login and pass code prior to registering, if you don’t already have one. Open registration will be available all day at the pavilion from 8 a.m. to 8 p.m. Classes begin November 16 for Monday/Wednesday lessons and will run through December 16, Tuesday/Thursday classes begin November 17 and will run through December 17.
- **Schedule Change for Training:** The pool will close at 4:15 p.m. on November 6 for “Lifeguard in service.” Staff will be working on skills to keep them fresh and consistent.
- **Holiday Schedule for Thanksgiving Weekend:** A special schedule is posted online <http://www.cityofmlt.com/cityServices/recreation/indoorPool/swimSchedule.htm> and is available to pick up at the Pavilion front desk. November 25-29 will be a modified schedule. The Pavilion will be closed on Thursday, November 26 for Thanksgiving. November 25, the pavilion will close early at 6:30 p.m. and will have shortened hours on November 27-29. There are no swimming lessons scheduled during this time.
- **Help Wanted in Recreation!** Recreation positions currently available and posted on the website at <http://www.cityofmlt.com/cityServices/humanResources/currentJobs.htm> include:  
Lifeguard (part time)  
Swim Instructor (part time)  
Before or After School Assistant  
Preschool Assistant (part time)  
Children’s Dance Instructor (part time)  
Zumba Instructor
- **Espresso Specials:** The Recreation Pavilion’s espresso stand will have some great fall drink specials this November. Each week, receive \$.50 off a 16oz! Next week’s special is the Harvest Moon Mocha.
- **Pavilion Saturday Market:** The Recreation Pavilion will be holding a Saturday Market on November 21 from 9 a.m. to 2 p.m. The public and patrons can come and do their holiday shopping at the many craft and vendor booths set up in the lobby.
- **Hazard Tree Removal:** Park Services is working with a contractor to remove hazard trees at Matt Hirvela/Bicentennial Park. The trees in question are dead or dying and need to be removed for the safety of park patrons. The park will be closed during the removal process for at least another week. Upon reopening, only a portion of the park will be available for public use.

- **Adult Sports Leagues:** Registration for winter leagues will begin November 16. Volleyball and basketball are available in winter. For more information, contact Kevin Witte at (425) 640-3105 or [kwitte@ci.mt.wa.us](mailto:kwitte@ci.mt.wa.us).
- **Racquetball Tournament:** Players from around the area will compete in this one-day racquetball tournament. The tournament will be held Saturday, December 5. Registration is open! Deadline is Monday, November 30. For more information, or to register, call (425) 776-9173x0
- **Mountlake Terrace Dance Academy:** The school year is underway with solid Ballet, Hip Hop, Irish Step and Tap programs. We are still taking registration. It's not too late to join us. Second semester begins in February and registration is open as of November 1. Dancers with good attendance will brave the stage on December 12 at the Mountlake Terrace High School Theater. It will be an entertaining, afternoon show with tickets sold at the door.
- **9th Annual Costume Carnival:** The costume carnival was another success this year. All the performers from the Mountlake Terrace Dance Academy and Kontageous Dance Company did an outstanding job. Kontageous company members set up the Terrace Park Gym with fun carnival games, a cakewalk and great concessions. Scholarship money was raised for both groups to help motivated kids meet the cost of taking dance classes.
- **PiYo Fitness Class:** PiYo is short for Pilates and Yoga. This new class has become immediately popular at the Pavilion on Wednesday nights. Patterns of movement that are related to Pilates and Yoga are set to music keeping participants entertained while working up a sweat. Another key to its success is that it's great for all levels of fitness.
- **Flu Shots at the Pavilion:** The Seattle Visiting Nurse Association (SVNA) and the City of Mountlake Terrace offered "FREE" flu shots for uninsured residents last Wednesday. Thirty-three participants received free shots. Funding to support the "no-cost" flu shot clinics is provided by the Verdant Health Commission program of Public Hospital District No. 2.
- **Mayors' Lunch:** Recreation and Parks Director Jeff Betz and Parks and Property Management Superintendent Ken Courtmanch gave a brief update on Ballinger Park funding to the South Snohomish County Mayors' Lunch on Wednesday, November 4 at the Nile Shrine Center. Director Betz highlighted the city's efforts in coordinating with the Lake Ballinger Watershed Forum that includes Mountlake Terrace, Edmonds and Lake Forest Park. The city is currently pursuing state and federal funding to jumpstart the execution of the recently approved Ballinger Park Master Plan.

## **POLICE DEPARTMENT UPDATES**

*(October 21, 2015 to October 27, 2015)*

**Weekly activity numbers are unavailable this week due to the New World transition.**

### ***Significant Incident:***

- On 10/28/2015 at 4:50 p.m., Mountlake Terrace Patrol Officers responded to the 23300 block of 48<sup>th</sup> Avenue West in regards to two suspected gunshot victims in a parked vehicle. Mountlake Terrace Patrol Officers arrived on scene and located a male and

female deceased in a vehicle from suspected gunshot wounds. Detectives were called out and took over the investigation.

- On 11/03/2015 at 10:34 a.m., two on-duty Mountlake Terrace Police Detectives were traveling south in 21500 block of 52<sup>nd</sup> Avenue West in a city owned vehicle when a second vehicle failed to yield the right of way while exiting a driveway to 52<sup>nd</sup> Avenue West. The second vehicle struck the detective vehicle. The second vehicle was occupied by two, 20-year-old males. Investigation revealed they were at a nearby apartment complex visiting a resident and stole a weed trimmer from the landscaping crew on scene. In their haste to flee the scene, they struck the detectives vehicle. Both detectives sustained apparent minor injuries and were transported to Swedish Hospital for medical evaluation. The suspects were booked for theft and other charges. The Lynnwood Police Department investigated the collision.

### ***Detective Unit Update:***

#### **Cases assigned**

- 1- Suspicious Circumstances
- 1- Harassment
- 1- Assault
- 1- Homicide: Detectives investigated a murder/suicide at Candy Cane Park

#### **Cases cleared:**

- Fraud: Identity Theft, a Mountlake Terrace Police Detective was able to identify the suspect as the victim's nephew. Upon confirming the identity, the victim opted to avoid prosecution.
- Violations of the Uniform Controlled Substances Act (VUCSA): A Mountlake Terrace Patrol Officer impounded a vehicle for search warrant. During the search of the vehicle, evidence to support charging both occupants of the vehicle with drug charges.
- Following a stolen vehicle pursuit by a Mountlake Terrace Patrol Officer, a Mountlake Terrace Police Detective served a search warrant on the vehicle and recovered a variety of evidence. With the assistance from the Washington State Patrol Crime Lab, a suspect was identified through DNA from evidence collected during the search. In addition, a stolen firearm was recovered from the vehicle. Charges are pending.
- Theft/Fraud: A victim's purse was stolen and a credit card used. Surveillance identified the suspect as the boyfriend of the victim's daughter. Mountlake Terrace Detectives were unable to locate the suspect. Charges for identity theft were sent to the King County Prosecutor's Office.

### ***Directive Enforcement:***

- Mountlake Terrace Patrol Officers continue their patrol emphasis at the Studio 6 Hotel.

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

- On 11/4/15, Mountlake Terrace Code Enforcement received a complaint of an abandoned vehicle in the 21400 block of 56<sup>th</sup> Avenue W. Mountlake Terrace Code Enforcement observed a Honda passenger car, having an expired license, body damage and a broken out window, parked on the public street. A 72-hour tow notice was issued to this vehicle for violation of MTMC 10.10.230-(abandoned vehicle, expired license on a public street)

and MTMC 10.10.190-(storing a vehicle on a public street in excess of 72 hours). Mountlake Terrace Code Enforcement will follow up after 72 hours and if the vehicle remains unmoved, it will be impounded.



### ***Other Items of Interest***

- Mountlake Terrace Police Department Personnel continue to utilize and learn the benefits of the New World Records and Dispatch System, which was implemented on October 27, 2015.

### **NEWS RELEASES**

The following news releases issued this week can be found [here](#):

- Keep Your Pets Safe – Renew Their License
- Protecting Pipes in Freezing Weather
- City Offices Closed in Honor of Veterans Day
- Mountlake Terrace Prepares for Winter Weather
- 212<sup>th</sup> & 60<sup>th</sup> Street Repairs
- New Traffic Signal to Be Activated

### **MARK YOUR CALENDARS**

- December 4, 6:30 p.m., Tree Lighting, Evergreen Playfield Complex
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- Snohomish County Cities Dinner Dates (*No meeting December*)
  - November 19 – Location TBD

Sincerely,

SCOTT HUGILL  
Interim City Manager  
City of Mountlake Terrace