

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

June 10, 2016

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 special meeting is a tour of other Town Centers scheduled for **Saturday, June 11, 2016** beginning at 9:00 a.m.

The City Council's next work/study session is scheduled for **Thursday, June 16, 2016** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: (1) Sound Transit Update, (2) First Quarter Financial Report and Performance Measures, (3) Discussion on Marijuana Regulations Ordinances: (a) Repeal Medical Marijuana Collective Gardens Chapter 19.145 MTMC, and (b) Repeal and Replace Marijuana Businesses Chapter 19.150 MTMC and (4) Review of City Council Subcommittee Recommendation for Board and Commission Member Appointments.

The City Council's next regular meeting is scheduled for **Monday, June 20, 2016** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: (1) Adoption of Marijuana Regulations Ordinances (Tabled from the June 6 City Council Meeting): (a) Repeal Medical Marijuana Collective Gardens Chapter 19.145 MTMC, and (b) Repeal and Replace Marijuana Businesses Chapter 19.150 MTMC (2) Town Center Design Standards Work Plan (Tentative), and (3) Review of 2016-2018 City Council Goals and Workplan.

ADMINISTRATIVE SERVICES

- **Annual Financial Reports Submitted:** Mountlake Terrace submitted annual financial reports to the State Auditor last week. The reports record the 2015 financial activity of the city, the Transportation Improvement District (TID) and SNOCOM.

COMMUNITY MEETINGS AND EVENTS

- **Independence Day Celebration:** An Independence Day Celebration and Fireworks Show will be held on Sunday, July 3 (not the 4th) from 7:00 to 11:00 p.m. at Ballinger Park (23000 Lakeview Drive). Funding for an Independence Day Celebration event was not included in the city's budget, but the Cheeseburger Babies Foundation (a non-profit organization) has stepped up and raised over \$10,000 to hold this event. Many thanks to their organization and their sponsors including Red Onion Burgers and Double DD Meats.
- **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 228th Street SW on Wednesday, July 13, 2016 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Community Videos:** We completed filming for the CGI Community Tourbook Videos on Tuesday. The focus was on downtown and 220th businesses, transit facilities, freeway signage to show off our location and accessibility, and people in parks. Next steps include providing business contacts for CGI to contact about advertising opportunities and photos to complement the video footage to accompany the scripts. A CGI representative will be in town the week of June 20 to talk to businesses about advertising on our site. Editing and voiceover will occur over the following months and we should have the completed videos online by fall.
- **National Night Out:** The NNO team met again this week to plan for the August 2 event. Staff is working on obtaining supplies and food via donations as well as continued financial support. Thanks to Premera Blue Cross for its continued support as our primary financial sponsor. This year marks the 20th year of their assistance. Meanwhile vendors are contacting the city regularly for a free booth. Those interested in hosting a booth should contact Danielle Singson at dsingson@ci.mlt.wa.us. Sponsors should contact Virginia Olsen at volsen@ci.mlt.wa.us.
- **Levy Lid Lift:** Work continues to prepare for the proposed property tax levy lid lift that will appear on the August 2 ballot. The last two *City Happenings* newsletters provided information about the measure and staff is working on an informational mailer to be sent in July as well as informational webpages that will be located under services/communications on the city's website, www.cityofmlt.com. Stay tuned for when these pages are live.
- **Evergreen Awards:** The nomination period has closed and staff will continue to take photos of the nominated properties and then begin judging all of the submittals. Then work begins to identify and contact property owners, prepare the presentation, obtain information, write a script, and order awards for the recognition event in September.
- **Intern Assistance:** The Community Relations Division will be working with a high school intern this summer and probably into the school year on communications and economic development strategies that were discussed in 2015 as part of the Communications Action Plan.
- **Coffee with the City:** Five engaged residents attended the June 8 Coffee with the City event at the Pavilion. The citizens were particularly interested in the levy lid lift issue including how to move forward with constructing a new City Hall, the process for engaging the community about planning and designing a new City Hall if the levy lid lift measure is successful, and potential service cuts if the levy is not successful in passing.
- **Traffic Safety Assembly:** Mountlake Terrace Elementary School asked the city to participate again in its annual traffic safety assembly. Police Commander Kevin Pickard, Traffic Engineer Janet Hall and Community Relations Director Virginia Olsen attended the June 10 assembly to speak about their role in helping to keep our streets safe in Mountlake Terrace.

- **Northwest Clerks Institute:** City Clerk Virginia Olsen received a scholarship from the Washington Municipal Clerks Association and Executive Assistant Leslie Lavoie is utilizing the Washington Cities Insurance Authority reimbursement program to attend a three-day master academy called “Mastery of Leadership Communication” facilitated by Glaser & Associates. This intensive three-day academy teaches practical skills and strategies for breaking through conflict, building teamwork, negotiating consensus, and inspiring and motivating others. The training takes place June 13-16 at the University of Puget Sound.

ENGINEERING SERVICES UPDATES

- **Lynnwood Emergency 212th Water Main Project:** The City of Lynnwood is continuing its emergency repair work on a water main break that occurred last November. Last week the contractor completed the asphalt pavement restoration and striping on 212th Street. 212th Street was closed Tuesday through Friday (except for local access), but is now open again. This week the contractor will fill the abandoned water main with controlled density fill and will continue with surface restoration of sidewalks, driveways, planters, and disturbed areas near water meters. During work hours, traffic control will be set up with flaggers and one lane open to traffic.
- **Scriber Creek Apartments Sewer Main Project:** Work is nearly complete on the Scriber Creek Apartments Sewer Main project that installed a new sewer main in 212th Street SW between Larch Way and 41st Ct. W. This is an Alderwood Water & Wastewater District sewer line located partially in the City of Mountlake Terrace. Sewer main installation is complete. The contractor will be overlaying the project after June 22 when school is out. An alternate route along Poplar Way, 214th Street SW and 44th Avenue W is advised.

RECREATION, PARKS, PROPERTY MANAGEMENT & PUBLIC WORKS UPDATES

- **Espresso:** Next week’s espresso special is Caribbean Coffee (mocha with cane sugar syrup, sprinkled with cinnamon). Stop by the Recreation Pavilion’s espresso stand June 8 - 14 and receive \$.50 off a 16 ounce!
- **Goggle Rentals:** Don’t want to commit to buying a pair of goggles? You can rent them for \$.50 at the Pavilion while you swim! So far in 2016 we have rented 722 pairs of goggles!!
- **Summer Dance Camps & Classes:** Recreation is now taking registration. We offer Ballet, Tap, Jazz, Flamenco, Waltz, Salsa and more. You can view the full schedule in the Craze magazine, now available on line at www.crazedigital.org. For more questions contact Dance and Fitness Programmer Chloe Davenport at (425) 640-3107 or cdavenport@ci.mlt.wa.us. Don’t wait to register; camps are filling fast.
- **Summer Fitness Classes:** Registration is underway. We’re offering our Couch to 5K again so you’ll be ready to participate in the Tour de Terrace fun run, plus look and feel great all summer. We have several yoga styles to try, Zumba, Turbokick, and Stretch & Tone just to name a few! You can view the full schedule in the Craze magazine, now available on line at www.crazedigital.org. For more questions contact Dance and Fitness Programmer Chloe Davenport at (425) 640-3107 or cdavenport@ci.mlt.wa.us. Don’t postpone your wellbeing. Enroll in a fitness class today.

- **The Mountlake Terrace Dance Academy:** The Academy is presenting “The Wizard of Oz,” a yearend dance recital, Saturday, June 11. The first show begins at 12:00 p.m. and the second at 4:30 p.m. at the Mountlake Terrace High School Theater located at 21801 44th Avenue West. Dorothy and Toto travel to Oz in search of answers to Dorothy’s questions about life and family. The friends they make reflect intelligence, kindness and courage while confronted with obstacles and adversaries. When you attend this event, you’ll be entertained by dancers of all ages performing a variety of styles including Ballet, Hip Hop, Tap and Jazz. The performers are part of our great community of dancers at the Mountlake Terrace Recreation Dance Academy housed at the city’s Recreation Pavilion. This is a family-friendly two hour event. Don’t miss the creative line up of dance recital pieces that tell the classic story of a young girl finding her place in the world. See you in Oz! Tickets are on sale for \$12 through www.brownpapertickets.com, search “MLT Dance”. Tickets will also be available one hour before each show at the Mountlake Terrace High School Theater. For more information, please contact Dance and Fitness Programmer Chloe Davenport at (425) 640-3107.
- **Aquatic Staff Training:** Friday, June 3 was a Lifeguard EXPO in-service with the focus on in-water rescues. The first 120 participants are admitted free of charge to participate in the swim. This gives guards an opportunity to make rescues that are more realistic. There were 60 in attendance this time.
- **Lifeguard and Instructor of the Month:** Each month at the In-Service the Aquatic Leadership staff has been awarding deserving recipients the Lifeguard and Instructor of the Month for being a team player and helping out co-workers and going the extra mile. The recipients January to June are as follows:
Lifeguard of the Month: January: Sarah Vernon; February: Gloria Harris; March: Natalie Nugent; April: Richard Estrada; May: Tyler Jensen. June: Chris Arthur.
Instructor of the Month: January: Edward Kim; February: Gloria Harris; March: Kasey Burgmeier; April: Ty Harden; May: Tori Loughe; June: Bailey Willson.
- **Summer Swim Registration:** Registration will take place from June 13-19 for those currently in swimming lessons. Registration will open to Mountlake Terrace residents on June 22 and to everyone via online and in-person on June 23. Classes will begin June 27 for Daily Swim lessons that run Monday-Friday for 2 weeks and Monday/Wednesday afternoon/evening lessons. June 28 the Tuesday/Thursday afternoon/evening lessons will begin. Saturday and Sunday swim lessons will begin after the Independence Day holiday on July 9 and 10. Lesson schedules will be available online and in the lobby of the Pavilion on June 10.
- **Adult Softball:** Summer softball registration is open. Men’s and co-ed are available. Games are played Sunday-Friday. 10 games in 5 weeks. All double headers. Games begin June 20. Call (425) 776-9173 x0 to register.
- **Youth Day Camps:** Youth day camps are available for preschool-5th grade. Camps include shirts and field trips. Before and after care are also available. Some weeks are already full. For more information or to register call (425) 776-9173.
- **Eagle Candidate Project Submittal:** Eagle Candidate Reagan Tredow has submitted a project to assemble a bleacher and bench at the Evergreen Playfield Complex. Reagan is working with Bev Carter and family who is donating the materials and bleachers for the project in memorial

of their mother. Reagan has acquired approval from the city and the Mount Baker Council of the Boy Scouts of America and will be installing the items on June 16.

- **Girl Scout Troops to take on Park Projects:** Two local Girl Scout Troops are arranging projects in the Mountlake Terrace Park System. Troop Leader Brandy LeBlanc is worked with her Girl Scout Troop to extend the pathway at Bicentennial Park. On Saturday, May 28, Troop Leader Elliot Gustavson and his troop will begin a project at Firefighters Memorial Park. The troop will be cleaning and barking the planter around the Memorial and intend to install new plant material in the fall.
- **Eagle Candidate Project Request:** Josh Hartre from Troop 60 has met with the Mountlake Terrace Parks staff with an interest in completing a project in the park system. Josh will be submitting a project to continue extending the pathway further at Bicentennial Park.
- **Cub Scout Troop Project:** Cub Scout Troop Leader Greg LeBlanc brought his troop to Jack Long Park on Friday, June 3 to do some work on the horseshoe pits in the back of the park. The troop cleaned the bricks, pulled weeds and replenished the sand at the informal horseshoe pits.

POLICE DEPARTMENT UPDATES

(June 1 - 7, 2016)

WEEKLY ACTIVITY								
	Reports	T-Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	39	83	8	3	1	2	0	0
<i>YTD</i>	849	1825	140	105	12	55	25	61

Significant Incidents:

- On June 6, 2016 at 2:07 a.m., Mountlake Terrace Patrol Officers were dispatched to a fire department assist for an unconscious male lying on the ground outside a bar in the 6500 block of 220th Street SW. Upon arrival, the victim was identified as a male 56-year-old Bothell resident. He was bleeding from the nose and incoherent. The male was immediately transported to Harborview Medical Center where medical staff advised he had suffered a brain injury and could not be interviewed. An investigation at the scene revealed a group of subjects arrived at the bar intoxicated and separate from the victim. Upon leaving the bar, a verbal confrontation ensued between the victim and a member of the group later identified as a 32-year-old male Bothell resident. Surveillance footage of the incident revealed that an altercation had occurred between the suspect and the victim. This altercation caused the victim to become unconscious at the scene. The group of four fled in a vehicle and were not located that evening. On June 7, 2016 at 7:25 p.m., Mountlake Terrace Patrol Officers located and arrested the suspect. The suspect was booked into Snohomish County Jail for the assault.
- On June 7, 2016 at 8:03 p.m., Mountlake Terrace Patrol Officers responded to the 23800 block of 53rd Avenue West in regards to a naked male walking down the street who had just smashed a car window. Soon after the officers arrived on scene, a 20-year-old male subject was safely

taken into custody. Snohomish County Fire District #1 personnel responded to the scene because the subject appeared to be under the influence of unknown narcotic(s). He also sustained various small lacerations from smashing the car window. Snohomish County Fire District #1 personnel gave the male subject medications to calm him down and transported him to Swedish Hospital for further evaluation. Swedish Hospital staff kept custody of the male subject. He will be charged with malicious mischief 3rd degree.

Detective Unit Update:

CASES ASSIGNED:

- 1- Sex Offense
- 1- Malicious Mischief
- 1- Assault

CASES CLEARED:

- 1- Burglary
- 1- Sex Offense
- 1- APS (Adult Protective Services)

Directed Enforcement:

- Mountlake Terrace Patrol Officers continue to work on various locations where there have been complaints of speeding vehicles.
- Mountlake Terrace Patrol Officer continues to monitor school zones during school hours.
- At the request of the property owner, officers are making frequent checks of the Gateway property due to a report of transients/campers.
- Animal Control Officer McKee has continued to monitor Ballinger Park on weekends for off leach dog violations.

Code Enforcement Property of the Week:

On May18, 2016, Mountlake Terrace Police Code Enforcement observed two junk / inoperable vehicles, tall vegetation and debris located near the 3900 block 225th Place SW. Mountlake Terrace Police Code Enforcement issued a Notice of Violation to the property owner(s) for the following; 8.15.050.B.1-All motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure, 8.15.040.I-Debris and trash 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 and 8.15.040.A.1-Vegetation exceeding 12 inches in height in any front, back, or side yard, adjacent public right-of-way or planting strip, or any vacant property. Mountlake Terrace Police Code Enforcement will continue to follow up until the property is compliant with City nuisance ordinances.



Other Items of Interests:

On 06/01/2016, Mountlake Terrace Police Department Management Analysis Joie Worthen received the following thank you letter from Mike Painter who is the Director of Professional Services with the Washington Association of Sheriffs and Police Chiefs.

Chief,

I just wanted to take a minute to thank you and Joie Worthen for her support and assistance to the WASPC accreditation program. As you know, during your onsite assessment Joie volunteered to assist WASPC with any onsite assessments that may occur up in your geographical area. She recognized the value of participation for not only the agencies she would be working with but also for your agency as she picked up tips and strategies (lessons learned) that will definitely help your agency when you seek reaccreditation in 2019. Over the past six months Joie has assisted several different agencies as an onsite assessor and is currently working with Lake Forest Park PD, and hopefully will soon be working with Everett PD, as an accreditation mentor. I have other agencies in Snohomish County that will be up for reaccreditation in 2017 and I hope to be able to use her as a mentor for those agencies as well. Joie is quickly becoming one of my strongest assets in the accreditation world and I hope to have her recognized across north King and Snohomish County within the next year. She is knowledgeable, a self-starter, is always positive and upbeat and a credit to your agency. My thanks to you for allowing her the opportunity to grow and for helping the WASPC accreditation program to flourish with her participation. I am delighted to have her as part of the program.

*Best,
Mike*

- **New non-emergency phone number available:** In Southwest Snohomish County call (425) 775-3000 for reporting things like illegal fireworks complaints, crimes that occurred earlier and there is no suspect information, a found pet or property item, barking dogs, or a situation where emergency services are needed, but there is no immediate danger to life or property. If there is an immediate threat to life or property, CONTACT 911. If you are not sure if your situation is an emergency call 911. Know your location. 911 services may not automatically know where you are. If you contact 911 by mistake, stay on the line. Let the dispatcher know there is no emergency. To report a power outage, call Snohomish County PUD at 1-877-783-1001.

NEWS RELEASES

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

- New City Manager Scott Hugill Takes Oath of Office
- July 3 Fireworks Show at Ballinger Park
- Personal Fireworks Safety and Laws
- New Non-Emergency Phone Number Available
- 2016 Arts of the Terrace Call for Artists
- Free Personal and Firearm Safety Seminar June 18

MARK YOUR CALENDARS

- June 16, 8:00 a.m., Lynnwood State of the City Address, Lynnwood Convention Center
- June 21-24, AWC Annual Conference, Edward D. Hansen Conference Center, Everett

- July 3, 6:30 p.m., Independence Day Celebration, Ballinger Park
- July 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- July 29, 30, 31, Tour de Terrace, Evergreen Playfield
- August 2, 6:30 p.m., National Night Out, Evergreen Playfield
- August 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 18, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 7, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 14, 6:00 p.m., Annual Evergreen Award Program, Ballinger Clubhouse
- September 15, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 17, 9:00 a.m., National Day of Service, Ballinger Park
- September 24-October 9, Arts of the Terrace Juried Art Show, MLT Library
- October 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- November 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 10, 5:30 p.m., Snohomish County Cities Meeting, TBD
- December 2, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 14, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

SCOTT HUGILL
 Interim City Manager
 City of Mountlake Terrace