

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

May 19, 2017

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 work/study session is scheduled for **Thursday, June 1, 2017** 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) Introduction of Snohomish Health District Interim Administrator Jeff Ketchel; (2) Review Transit Way Agreement with Sound Transit (Tentative); (3) Review of PUD Switch Vault Agreement (Tentative); (4) Review of PUD Interlocal Agreement for Undergrounding of Utilities (Tentative); (5) Review Comprehensive Plan Amendments; (6) Introduction of MCI Franchise Agreement Ordinance; (7) Review of Main Street Right-of-Way Acquisition Agreements; and (8) Discuss City Manager Performance Review Process.

The City Council's next meeting is on **Monday, June 5, 2017** 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 of New Police Officer Eugene Shin; (2) Recognition of Sergeant Matthew Porter's Promotion; (3) Approval of Switch Vault Agreement (Tentative); (4) Approval of PUD Interlocal Agreement for Undergrounding of Utilities (Tentative); (5) Approval of Transit Way Agreement with Sound Transit (Tentative); (6) Approval of Main Street Right-of-Way Acquisition Agreements; (7) Approval of Agreement with Snohomish County for Park Grant; and (8) Recommendation from City Hall Advisory Committee.

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City:** Join City Officials for a casual conversation and a cup of coffee. Residents, business owners and others from the community are invited 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 on Wednesday, June 14, 2017 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **City Hall Advisory Committee Update:** The third community meeting was held Wednesday, May 10 at Cedar Way Elementary School to present the City Hall Advisory Committee's latest work. A reduced "base model" City Hall of 19,210 SF with a cost estimate of about \$11.6

million was introduced. The previous "base model" presented at the April 20 meeting was estimated at about \$12.8 million and the Committee reduced that proposal by nearly 10 percent at their May 4 meeting. Those reductions included eliminating 552 SF of meeting space, the LEED silver certification, and a recommendation for the city to fund a future gathering space, which reduced the cost per square foot of construction. The Committee also recommended the city look for ways to fund a future remodel of the Police Station.

Also at their May 4 meeting, the Committee moved forward a separate option that would add about 3,100 square feet of space for the Police Department. The cost estimate for the City Hall and added space for the Police Department is about \$13.4 million. The "base model" City Hall would cost 25.4¢ per \$1,000 assessed value (AV) and the "base model" with space for the Police Department option would cost a 29.3¢ per \$1,000 AV.

The Committee is seeking feedback from the public on both proposals along with the idea of recommending to the City Council that two propositions be placed on the November ballot. The latter idea was developed in response to residents who expressed that they would like a City Hall considered separately from added space at the Police Station. Under this scenario, the first proposition would be for a stand-alone City Hall to address the financial challenge of only having four years of levy revenue to continue renting. The second proposition could be contingent upon the City Hall measure passing since the Police Department currently has a building even though it is aging and has insufficient space.

Also at the May 10 event, ARC Architects presented new preliminary layouts for City Hall in follow up from input provided at the April 20 community meeting. The concepts included two stand-alone City Hall layouts and one with City Hall attached to the Police Station. The concepts also showed onsite parking and vehicle traffic circulation. The Committee members and city staff responded to a variety of questions about project costs and components, financing, space needs, property taxes, and ballot language.

The next Community meeting is an open house on June 5, from 6:00-7:00 p.m. at Interim City Hall. The open house will be followed by the Committee's recommendation to the City Council as part of the Council meeting.

An online comment form is available on the City Hall Advisory Committee webpage at www.cityofmlt.com/1899. The city encourages everyone to participate. Regular project updates continue to be posted. For more information, please email cityhall2017@ci.mlt.wa.us or call Community Relations Director Virginia Olsen at (425) 744-6206.

ENGINEERING & PUBLIC WORKS UPDATES

- **Ballinger Parking Lot:** Staff have been investigating settlement occurring in the Ballinger Park parking lot adjacent the sewer main installed a few years ago. Although confirmation of what is causing the settlement is necessary, the sewer main alignment, which was built on piles, does not appear to be settling itself. This is causing a hump in a portion of the drive aisle and parking area in a section of the lot. Staff have identified a potential temporary fix and are trying to identify funds to make this repair.

- **Sound Transit:** Staff along with the City's consultant Otak are in the process of completing 60 percent plan review and comments. Due to necessary changes either not included in the plans provided or that have occurred since the submittal, it is anticipated that extensive staff time will still be necessary to ensure the project meets the requirements to the extent they can be implemented. Sound Transit pays for the cost of the time spent by both the city and Otak on the project through a staffing agreement the City Council approved in 2016. Sound Transit plans on presenting an update to City Council at the June 19 meeting.
- **Main Street Reconstruction:** Due to the overlap of projects at the west of 236th which included the Main Street project, Sound Transit Station and Gateway TOD, staff met with Sound Transit's General Contractor / Construction Manager to try to minimize construction of items that would be damaged when Sound Transit builds the station. ST proposed multiple temporary elements in the area of the station, which not only make sense but also could be a cost savings to the City project. Staff are currently in discussion with the granting agencies to identify if there are any issues with construction of temporary improvements with federal funds.
- **National Public Works Week (May 22-26) - Public Works Connects Us:** Since 1960, American Public Works Association has sponsored National Public Works Week. This week is to energize and educate the public on the importance of public works to their daily lives: planning, building, managing and operating at the heart of their local community to improve everyday quality of life.

The city's Public Works team maintains and improves the City's infrastructure which assures a higher quality of life for our community. Streets, roads, sidewalks and transportation keep us linked together and clean water and sanitary services keep us healthy and allow our communities to grow and prosper. The Public Works team works diligently to strengthen the community.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Sound Transit Link Light Rail Open House - June 28:** Sound Transit is hosting an open house on the 60 percent design of the City of Mountlake Terrace light rail station, 6:00 to 8:00 p.m., on Wednesday, June 28. The open house will take place at the Nile Shrine Country Club, located at 6601 244th Street SW. Drawings and illustrations of the station will be on display. This open house will be the last real opportunity for the public to tell Sound Transit what they want included in the design of the station and plaza areas below the station.
- **Development Permit Activity Report:** Permit information is available and searchable on the [City's website](#).

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Espresso Special:** Next week's espresso special will be another staff favorite! Even though she has moved far away, come to the Recreation Pavilion May 22- 28 and enjoy **Barb's** Aloha Hot Chocolate. Receive \$.50 off a 16oz! This is a yummy drink with half white/half dark chocolate and macadamia syrup.

- **Rubber duck sales:** The Recreation Pavilion has many different rubber duckies to choose from. There are ducks that look like super heroes, mermaids, construction workers, emoji's and much more! The Pavilion has sold 293 rubber ducks in the last month!
- **2017 Golden Teddy Awards:** It's that time of year again! ParentMap brings back their annual Golden Teddy Awards. Nominate US, Mountlake Terrace Recreation and Parks! Along with showing your support, you'll be entered to win fantastic prizes! Visit parentmap.com/golden-teddy!
- **Swimming Lessons:** This week started the last spring weekday session. Classes began Monday, May 15 and Tuesday, May 16 and will run through June 14 and 15 respectively. The week of June 12 - 18 will be pre-registration for those currently participating in swimming lessons and registration will open to all on June 21 for Mountlake Terrace Residents and June 22 for Online and Open to all interested parties. Schedules for the classes will be out by June 10, both online and in the lobby of the Recreation Pavilion. Updates can be found by following the Recreation Pavilion on www.facebook.com/mltrec/ or on the website at mltrec.com. Those from the Edmonds School District be sure to use your 3rd grade swim vouchers, these will expire on August 31, 2017.
- **Memorial Day Weekend Pool Schedule:** We will have a modified schedule during the Memorial Day weekend with some time changes and adjusted swims. The schedule can be found online at <http://www.cityofmlt.com/531/Pool-Schedule> or pick one up at the Recreation Pavilion next time you're in. On Monday May 29, the Recreation Pavilion will be closed in observance of the Holiday. Swimming lessons are not scheduled for May 26-29.
- **Youth Programs:** In the last couple of weeks, the Jr. Kids Krew kids worked with the teachers to create a Fairy Garden on the tot lot playground. The kids helped by pulling weeds to clear out the space, then they planted new flowers and arranged a beautiful garden. It really is spectacular. Also, the Jr. Kids Krew kids released the butterflies that they had in their science area, watching the growth from a caterpillar to a butterfly, the kids really enjoyed watching this process. If you are interested in the Jr Kids Krew program, please contact (425) 776-9173.
- **Summer Dance Camps:** We have dance camps this summer for ages 3-19. All styles are offered including Jazz, Ballet, Hip Hop, Creative Dance and even cheer. View the schedule online at www.crazedigital.org.
- **Summer Weekly Dance Classes:** Children's Tap, Ballet, Jazz and Hip Hop, Teen Adult Ballet and Tap, plus multiple Ballroom styles are happening this summer and you can register now. Summer Session runs July 10 - August 24.
- **Spring and Summer Fitness:** Give yourself a workout schedule that will help you spring to life with the season. Classes like Yoga, Tai Chi, and Zumba are ongoing through the spring and into summer. You can register for a session, or pay a drop in anytime.
- **Youth Summer Camps:** Day camps are filling quickly! The last week of camp is full in Majors and All-Stars. Other weeks are filling fast and have limited space remaining. Minors camp is full on Tuesdays, Wednesdays and Thursdays. There are only a couple spots left for

Monday and Friday care. To register for summer camps call (425) 776-9173 x0 or visit www.mltrec.com/summer.

- **Fall Kindergarten Readiness/Preschool:** The fall KR class is full. If interested, join the program wait list. Fall Preschool still has space available but is filling quickly. Call (425) 776-9173 x0 to reserve your space now.
- **Summer Adult Softball:** Summer softball registration is open now. Leagues are filling quickly. Thursday Men’s E and E-Rec only have one space remaining. Games are played Sunday-Friday. Men’s, women’s, and co-ed are available. All games are double headers. For more information, or to register, call (425) 776-9173 x0.
- **Snohomish County Grant Awarded:** City staff worked with local Girl Scout Troop 43752 to submit a grant application to Snohomish County for a Small Capital Projects Partnership Grant (SCPP) to continue a trail project at Matt Hirvela Bicentennial Park (4105 222nd Street SW, Mountlake Terrace). The grant has a cap of \$5,000 and is for small projects in Snohomish County. In May staff was notified that the groups were awarded \$5,000 for the next phase of this project.
- **Girl Scouts and Cub Scouts Continue Projects at Bicentennial Park:** Girl Scout Troop 43752 and Cub Scout Pack 76 have decided on their service projects for 2017. The two groups are working together to extend the pathway project at Matt Hirvela Bicentennial Park in conjunction with the SCPP Grant awarded. The troops intend to begin work on June 3.
- **The Mountlake Terrace Garden Club to Plant Entry Sites:** The Mountlake Terrace Garden Club will be cleaning and preparing seven entry sites throughout the city and intend on planting each site beginning on Friday, June 2. The Garden Club is a volunteer group that raises funds to pay for the plants and volunteers time to plant and maintain several sites throughout the city. If you have an interest in joining the Garden Club, please visit <http://www.mltgardenclub.com/> for more information.

POLICE DEPARTMENT UPDATES

Weekly Activity May 10 - 16, 2017								
	Reports	T-Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	46	36	11	5	1	1	2	1
YTD	714	860	143	84	16	39	28	46

Significant Incidents

- On May 10 at 11:48 a.m., animal control responded to Ballinger Park for a report of a dead goose. Upon arrival, two deceased geese were located on the beach and one additional severely injured goose was floating in the lake nearby. The geese, including the injured animal, were collected and taken to PAWS. The injured bird had to be euthanized. Examination of the geese revealed they were struck with a metal projectile, likely a pellet gun, causing their death. Currently there are no investigative leads.

- On May 11 at 12:42 p.m., patrol responded to the Mountlake Terrace High School for a malicious mischief/threats complaint. Upon arrival, patrol observed graffiti in the boy's restroom containing specific information about firearms and the impending execution of students/staff. Officers provided security at the school throughout the duration of the school day and Friday during a large campus event. Investigation continues.
- On May 11 at 3:30 p.m., patrol responded to a strong-arm robbery at a residence located in the 22200 block of 62nd Avenue W. Upon arrival, patrol contacted the victim who explained he and transients have been staying in a shed located in the back yard. Earlier in the day one of the subjects stole his property and assaulted him. The suspect was identified, yet not located.
- On May 11 at 8:00 p.m., patrol responded to Swedish Hospital to investigate the report of an assault occurring at a residence in the 3600 block of 222nd Street SW. Upon arrival, the victim was being treated for injuries sustained during the altercation. She stated her sister/roommate at the address had been arguing about money. Her sister threatened to kill her multiple times and proceeded to strangle, punch and hit her over the head with a plate. The suspect was contacted at the residence, arrested and booked for the crime.
- On May 14 at 3:51 p.m., while recovering a stolen vehicle in the 22300 block of 64th Avenue W patrol observed a subject known to have out-of-state warrants and considered a fugitive from justice. In addition, the Everett Police Department held probable cause for trafficking stolen property stemming from crimes committed in Spokane. The subject was subsequently apprehended and booked into jail for his warrants, being a fugitive from justice and probable cause.
- On May 16 at 1:25 p.m., patrol was dispatched to a suspicious subject in the 4000 block of 212th Street SW. The subject was known to officers and was wanted for burglary. Upon arrival, the subject was observed walking in the area and immediately fled upon observing police presence. A perimeter was established and Lynnwood K9 was deployed to aid the search. The subject was not apprehended.

Later the same day, patrol responded back to the 4000 block of 212th Street SW to look for the same suspect wanted for burglary. An officer was able to observe the suspect sitting inside a residence at the location. A perimeter was established and again K9 responded. Multiple attempts to contact the suspect were made with the only response being to turn off the interior lights. Patrol received a key to access the apartment. After an extended search, the suspect was located hiding behind the washer/dryer and taken into custody without further incident.

Detective Unit Update

- **Cases Assigned**
 - 17-6432 Identity Theft
- **Cases Cleared**
 - 17-6079 Theft
 - 17-4104 Identity Theft
 - 17-5879 Possession of Stolen Property

Community Outreach & Directed Enforcement

- Officers continue to visit their assigned schools.
- Officers emphasized local business and area checks at the following locations: Studio 6 Motel (Gateway Plaza), Ballinger Park Rest Rooms, Interurban Trail, Boat Ramp, Mountlake Terrace High School, Park and Ride lot, the laundry room and parking lot of the Northern Lights Apartments, Taluswood Apartments, Markland Woods Apartments, Greenview Apartments, and the old Evergreen School site.
- Officers continue to monitor the area around Evergreen Playfields/tennis courts in response to community complaints regarding nefarious activity.
- Officers have been assigned and continue to monitor excessive speed on Lakeview Drive and 226th Place West in response to information provided by City Traffic Engineering. Several warnings and infractions issued.
- Officers continue foot patrol in undeveloped areas of the city looking for homeless encampments. Officers worked with the owners of the property around the Red Dragon to facilitate cleanup of abandoned camps in the area and garbage in the overflow parking area.
- Level II registered sex offender checks were completed.

Code Enforcement Property of the Week

On April 18, 2017, in response to a parking complaint, Code Enforcement arrived at 24000 block of 60th Avenue W and observed a red Mazda with expired license, severe front-end damage, and rear passenger side flat tire. This vehicle was not reported stolen. A tow notice and parking citation was issued to this vehicle in violation of 10.10.230 – (Abandoned vehicles with expired license exceeding 30 days expired, flat tire and extensive body damage), and 10.10.190 – (Storing vehicles on public property).

On May 17, 2017, Code Enforcement returned to the above location and noted previously issued correction notice, parking citation, police marker and chalk marks were intact. There had been no corrections made to this vehicle. SNOCOM was contacted, and an impound tow was requested. Shannon towing was dispatched, and the above vehicle was impounded and towed.

**Other Items of Interest**

- Several officers received training in crime scene processing specific to utilizing specialized equipment and techniques.
- On May 12, the Mountlake Terrace High School hosted the Wesco ASB conference consisting of members from 20 local high schools. Officers participated in the conference

and provided a presence at the school, which was well received by district administration, staff and participants.

NEWS RELEASES

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

MARK YOUR CALENDARS

- June 5, 6:00 p.m., City Hall Advisory Committee Community Meeting, Interim City Hall City Council Chambers
- June 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 20-23, AWC Annual Conference, Vancouver
- July 3, 3:00 p.m., 3rd of July Family Celebration, Ballinger Park
- July 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- July 28, 29, and 30, Tour de Terrace, Evergreen Playfield
- August 1, 6:00 p.m., National Night Out, Evergreen Playfield
- August 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 13, 6:30 p.m., Annual Evergreen Awards, Ballinger Clubhouse
- September 20, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 22, 7:00 p.m., Arts of the Terrace Awards Reception, MLT Library
- October 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 16, 5:30 p.m., Snohomish County Cities Meeting, TBD
- December 1, 6:00 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 13, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill
City Manager
City of Mountlake Terrace