

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

June 23, 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 29, 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) First Quarter Financial Report and Performance Measures (Tentative); (2) Review of Transit Way Agreement and Resolution with Sound Transit; (3) Review of 2017 Comprehensive Plan Amendments (Tentative); (4) Review of Reinstatement of Tree and Vegetation Preservation Ordinance; and (6) Discuss City Hall Advisory Committee's Recommendation.

The City Council's Monday, July 3, 2017 meeting is cancelled.

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City July 12:** 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, July 12 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **City Hall Project:** The City Hall Advisory Committee held an open house and made their recommendation to the City Council on June 5. The City Council began discussion on this project at their June 15 work/study session and has at least two more discussions scheduled prior to making a decision in mid- to late-July. The Council must adopt an ordinance and submit it with accompanying documents to Snohomish County by August 1 in order to have a measure on the November ballot. The Council encouraged the City Hall Advisory Committee members who had not yet spoken to come and talk to them about the project. The public can still provide input on this project with this [online comment form](#) or at public comment at the Council meetings.

ENGINEERING & PUBLIC WORKS UPDATES

- **Main Street:** The city's consultant submitted 100 percent plans and specifications for the city to review. Staff have begun reviewing and commenting on final resolution of the plans. Staff are also coordinating final revisions to the Main Street plans with Sound Transit (ST) and the Atlas 236 project. To the extent possible, the intent is that items constructed by the Main Street project will not have to be modified or removed as part of the ST or development projects. There will be some items, such as the 59th cul-de-sac area, in which ST will not be far enough along in their design to make provisions in our plans. That being said there may be some items that are constructed with Main Street that need revision by ST.
- **Street Maintenance:** With the continued weather of sun and heat followed by rain, we are experiencing very fast vegetation growth, which usually by this time of year starts burning off. Streets staff are trying to keep up and being very responsive to citizen requested for vegetation management in the right-of-way.
- **Water / Sewer Comprehensive Plans:** Staff continue working with the city's consultant, Gray and Osborne, to provide data needs for building and updating the associated models and GIS databases necessary to complete the plans. Over the next few month the consultant along with staff will begin identifying capital projects necessary for growth, capacity and aging infrastructure. This will help set the goal for review of the existing rate structure and financial strength of the utilities.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Waco 3-Lot Short Plat:** This property is located at 6712 228th. The applicant has had their pre-conference for the civil site work and will start clearing on Monday, June 26. The project will create three lots out of one. The work consists of clearing, grading, new utilities and frontage improvements.
- **Red Dragon North Parking Lot:** The Red Dragon Casino, located at 21917 Highway 99 was the site of a homeless encampment. The encampment has been removed. All the garbage has been cleaned up and the underbrush has been removed. Work has started to install cover measures over the bare dirt. The landscaping and parking lot will soon be restored.
- **Update on MLT Elementary School:** With the end of the school year at hand, the applicant is preparing to mobilize for the demolition to begin in July. With this demolition, they will be on target toward their goal of final building inspections by July 2018. Ongoing updates will be provided.
- **McClenny Short Plat:** This property is located at 3700 214th Street SW. This is a four lot short plat, with the lots located in Brier and frontage improvements in Mountlake Terrace. The applicant has had their pre-conference for the frontage improvements and will start work on the improvements in August.
- **House Demolition:** The house located at 4907 216th Street has been demolished. The applicant has had their pre-application meeting for redevelopment of the site.

- **Impact Fees Rates:** Effective July 1, 2017, park and transportation impact fees will increase based on the findings listed within Ordinance No. 2694 and the fee rate study prepared by Fehr & Peers, dated October 2016. The fee rate study outlines new fees needed in an effort to ensure adequate levels of service exist for parks and transportation public facilities. Impact fees for new development are vested to building permit issuance and are calculated through additional units of development and trips generated at a given property or development based on the number of new apartments, single-family residences, or commercial square footage.
- **Sound Transit ST2 Link Light Rail Open House - June 28:** Sound Transit is hosting an open house on the 60 percent design of the Mountlake Terrace light rail station, 6:00-8:00 p.m., on Wednesday, June 28. The open house will take place at the Nile Shrine Country Club, located at 6001 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. Additional information regarding the Lynnwood Link Extension can be found at www.soundtransit.org/LLE.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Aquatics Training:** On Saturday June 17, aquatic leadership staff participated in the WRPA Aquatic Skill Builder training on “Being a Better Trainer” at Henry Moses Aquatic Center in Renton. Pete DeQuincy of East Bay Regional Park District Lifeguard Service led the training. He is also part of the Board of Association of Aquatic Professionals, has a YouTube channel on lifeguard training, and facilitates the Aquatic International Lifeguard Challenge. More recently, he presented at the WRPA Annual Conference in Spokane in May 2017. Coordinators, Roy Brook, Mark Feeney, Chris Barker, and Head Lifeguards, Jenny Mathison and Richard Estrada all brought back ideas and information on how to train staff on rescues skill and ways to make it automatic.
- **American Red Cross Lifeguard Training:** On Monday, June 19, Recreation Supervisor, Rose Ploeg and Coordinator Roy Brooks returned to Henry Moses Aquatic Center in Renton for the American Red Cross Skills and Polish Session to introduce and update ARC Lifeguard Instructors and Instructor Trainers to the updated course and skills. The purpose was to ensure that instructors could demonstrate the skills they are teaching in these lifeguard courses. Rose co-taught with other instructor-trainers and Roy participated in the skill sessions. Roy also led a re-certification class for two of the participants in the basic level certification.
- **CPR/FA Training:** On Wednesday and Thursday, Roy Brooks and Chris Barker will conduct the skill sessions of the CPR/FA/AED for any staff needing to certify or re-certify. Links to the online portion of training were sent out for completion prior to attending the skills session.
- **All Aquatic Staff Training:** Friday, June 23, the aquatic staff will have a pre-summer training from 4-6 p.m.; the focus will be swim instruction. There are several staff returning from college and aquatics is continuing to hire new staff to fulfill the demand of swim classes.
- **Swim Registration:** Registration opens to Mountlake Terrace Residents June 21 with online and open registration opening on June 22. Those who were in the last session of spring have

already registered during the last week of lessons. The first sessions will have a split start due to the last day of school in Edmonds School District being mid-week. Afternoon and evening swim lessons will begin as scheduled on Monday, June 26 and Tuesday, June 27. These will run through July 26 and 27. Daily sessions will begin on Wednesday, June 28 through July 7. This session is seven lessons due to the mid-week start and no scheduled lessons on July 4. Weekend swimming lessons will begin after the Independence Day holiday on July 8 for Saturdays and July 9 for Sundays. These lessons will run for four days then a new session will begin in August. Class offerings are posted online at <http://www.cityofmlt.com/529/Swim-Instruction>.

- **Aqua Kids Camp:** Registration is open for the Aqua Kids camp for kids ages 4-8. This camp is a 3-hour camp from 9:00 to noon Monday through Friday. Aqua Kids splash in the Leisure pool, create crafts and go to Lake Ballinger on Fridays for a barbeque and boating (weather permitting). Check out the themes for this summer starting with a 3-day mini-camp Aqua Fun July 5-7. Other themes include Pirates & Mermaids, Super heroes, Weird Science, Around the World, Dinosaurs, Creative Construction, and Just Add H2O. Contact the Recreation Pavilion for more information at (452) 776-9173.
- **Marlins Swim Team:** There is limited space available on the Marlins swim team. Practices start on Wednesday, June 28 due to the mid-week end of school. The Marlins is a recreational swim team that emphasizes the improvement of strokes, endurance and fun. They compete in dual meets with other recreational teams in the Craze Swim league and will culminate with an all-league championship meet at the Snohomish Aquatic Center on August 12. To qualify participants must have completed MLT Level 5 or Porpoise or participated in one session of our Advanced Level program. Placement Evaluations can be arranged with a coach by calling (425) 776-9173.
- **Summer Swim Schedule:** Starting June 26 when the pool reopens from the maintenance closure, the summer swim schedule will be in effect. Some Water Fitness classes will be meeting earlier to make space for the added daytime swim lesson program. The new schedule is available in the Pavilion lobby or on the website: <http://www.cityofmlt.com/531/Pool-Schedule>. A recreation swim has been added from 12:05-1:35 p.m. and a camp swim from 1:40-2:40 p.m. Monday through Friday.
- **Rentals:** Rentals are available Saturday and Sunday through the summer. On Saturdays, the 5:05-6:05 p.m. rental has been dropped so the last Recreation Swim could be moved up to 5:15-6:45 p.m. It will return in September. Closing will be 7:00 p.m. through the summer.
- **Dog Obedience Classes:** A new session of classes will begin after Independence Day. Basic Obedience will begin July 10 and will run through August 21; Intermediate will begin July 12 and will end August 9 and Puppygarten will begin July 13 and end August 17. Registration is open, contact the Pavilion at (425) 776-9173 to register.
- **Dog Training Classes:** The dog obedience classes are continuously filling and running this year. The current session is finishing in the next two weeks; and the next classes will begin after the Independence Day holiday. Basic Dog Obedience is July 10-August 21; Intermediate

Dog Obedience is July 12-August 9 and Puppygarten is July 13-August 17. Registration is currently open for these classes.

- **Dance Recital:** Mountlake Terrace Dance Academy's yearend recital, *20th Century Music* was a great success. Together the 11:00 a.m. and 4:30 p.m. shows brought in about 750 viewers. 128 performers between the ages of four and adult wowed the audience with their well-rehearsed and joyfully performed dance numbers. Starting with the Charleston and traveling through, Swing, Broadway, B-Bop, New Wave, Funk, Hip Hop and Pop music of the last 100 years, all of the dance disciplines the Academy offers were well represented. If you run into one of these performers, congratulate them!
- **Hazel Miller Grant:** Youth and aquatics programs have begun purchasing items from the Hazel Miller Grant. New life jackets for the pool have been purchased. Youth programs have purchased carpets, storage cabinets and supplies for their programs that the kids will benefit from.
- **Youth Day Camps:** Summer Camp numbers are increasing daily. Only week 1 for Majors has available space. All-stars are averaging 39 kids per week with the final two weeks full. Minors camp is also full and the wait list is open. For information, or to register, call (425)776-9173.
- **MLT Basketball Camp:** The 18th annual MLT basketball camp is next week, June 28-29. Kids learn and play with the MLT High School basketball teams and coaches. There are limited spaces available. Call (425)776-9173 to register now!
- **Tennis Team:** The Jr Tennis Team kicks off next week. Children 11-18 can join the team and learn from a professional tennis coach. Each week the team will compete against other cities in a fun and friendly match. Space is still available. Call (425)776-9173 to register!
- **Espresso Special:** Next week's espresso special will be Jet Tea Smoothie, any flavor! Come to the Recreation Pavilion between June 29 and July 3 and receive \$.50 off a 16 oz.
- **The Mountlake Terrace Garden Club Plants Entry Sites:** The Mountlake Terrace Garden Club started cleaning and preparing seven entry sites throughout the city. The group began planting the sites on Friday, June 2 and will completed the process on Friday, June 9. They have done most of the work in preparing the sites and are working with city staff and the Alderwood -Terrace Rotary to complete the process. The Mountlake Terrace 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.
- **Property Management Staff Works During Pool Maintenance Closure:** The Mountlake Terrace Recreation Pavilion Pool is closed for maintenance during the week of June 19. Work to be completed includes deck surface cleaning, pool filter repairs, HVAC and Air Handling repairs and cleaning as well as parking lot lining. The aquatic areas are the only areas affected and the surrounding rooms will be open during the pool closure.

- Girl Scout Troop 43752 Receives Snohomish County Grant:** Girls Scout Troop 43752 along with Snohomish County Councilmember Terry Ryan attended the June 19 Council meeting for recognition for securing a \$5,000 grant to continue the paved trail at Matt Hirvela Bicentennial Park. This trail has been constructed with grant funds and volunteer labor, one section at a time. Five Eagle Scout Candidates and Troop 43752 as well as Cub Scout Pack 76 have been working to complete the trail as well as other projects at the park. Hopes are to complete the trail by the end 2018.



POLICE DEPARTMENT UPDATES

Weekly Activity June 14 – June 20, 2017								
	Reports	T-Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	42	36	13	3	1	3	4	1
YTD	980	1093	186	102	20	55	39	58

Significant Incidents

- On June 14, 2017, at approximately 1:04 a.m., patrol was dispatched to 6017 244th Street SW for a possible court order violation. A subject was contacted in a vehicle and identified from his Washington State ID card. There was no active order involving the subject but he returned with a valid and confirmed warrant for \$30,000 out of Seattle for failure to register as a sex offender. He was placed under arrest, transported to the Snohomish County Jail, and booked on his warrant.
- On June 14, 2017, at approximately 3:45 a.m., patrol was dispatched to the 21400 block of 52nd Avenue W for a burglary complaint. The victim stated that between 11:00 p.m. on June 13, 2017 and 3:45 a.m., on June 14, 2017, unknown suspects entered his apartment and stole his car keys out of his pants pocket. The victim was adamant he did not know where his stolen

vehicle was and did not loan it to anyone. A burglary and vehicle theft report were taken and the vehicle was entered into WACIC/NCIC as stolen.

- On June 14, 2017 at approximately 12:33 p.m., patrol responded to 22100 block of 58th Avenue W for a theft report. An employee was reporting fraudulent charges on the school's credit card. The employee said he was going through statements today and noticed several fraudulent charges for over \$700. The card is still in the school's possession so it is unknown how the number was obtained. The employee provided a written statement and a copy of the statements that list the fraudulent charges. Case referred to the investigations unit.
- On June 15, 2017 at 12:28 a.m., officers responded to a report of physical domestic violence at the Silver Oaks apartments involving multiple calls from the apartment with yelling heard in the background and a female screaming for help. Little other information was provided though there were multiple involved parties calling. Upon arrival, officers saw an involved party quickly exit the residence advising that a female inside was "going crazy." Two females were encountered at the door, both obviously agitated. One female complied with the officers' requests to exit the residence. The second female fled into the apartment pursued by officers. The second female then shut, locked and started to barricade the bathroom door. The female refused to exit or unlock the door at the officer's request, which included warnings that the door would be breached if she refused. Because the female was a possible suspect in a violent assault, and to reduce the possibility that she could arm herself or further barricade the door the decision was made to immediately breach the door. The female was safely detained without injury, and later arrested for DV assault.
- On June 15, 2017 at approximately 9:37 a.m., patrol was dispatched to a vehicle theft in the 21300 block of 52nd Avenue. The victim reported that someone stole her vehicle. The vehicle had been parked in front of her residence and had been locked. The victim completed a written statement, and the vehicle was entered into WACIC database as stolen.
- On June 15, 2017 at approximately 7:24 p.m., Mountlake Terrace Police responded to a home in the 5700 block 239th Street SW. The sergeant and two officers were met by an intoxicated male. One of the officers contacted the female inside the home and she told him that there had been a verbal altercation that escalated to the point of her being choked by the male. When the male was told he was under arrest he immediately became resistive and struggled with the officers as they attempted to take him into custody. A Taser was deployed by one officer but proved ineffective. During the attempts to overcome the physical resistance of the suspect, the sergeant was struck in the face by the suspect. The suspect was eventually taken into custody, and charged with felony assault on the female and the officers. He was booked at the Snohomish County Jail.
- On June 16, 2017 at approximately 3:48 p.m., patrol was dispatched to a burglary report located in the 22900 block of 53rd Avenue W. The victim was reporting that his unlocked shed had been entered and some of his tools were missing. During the investigation, a backpack was found that contained items taken from the shed. Another officer also reported recovering a tile saw that belonged to the victim.
- On June 20, 2017 at approximately 1:26 a.m., an officer observed a white 2001 Chevrolet Tahoe traveling Westbound on 223rd Street SW from 44th Avenue W. The officer noted several traffic violations and conducted a routine traffic stop. During the course of the stop, the officer noted some impairment of the driver and conducted field sobriety tests. The driver was arrested and a warrant for his blood was written and signed by a judge. The driver was taken to the hospital for the blood draw and upon completion was booked at the jail for DUI.

Detective Unit Update

- **Cases Assigned**
 - 3 Burglaries
 - 1 Fraud
 - 1 Child Protective Services
 - 1 Vehicle Prowl
- **Cases Cleared**
 - 1 Fraud
 - 1 Child Protective Services
 - 3 Burglaries
 - 2 Thefts

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, Mountlake Terrace High School, Park and Ride lot, Evergreen School site, Albertson's and the Recreation Pavilion. An increased presence was provided to the Northern Lights Apartments due to an increase in a variety of property crimes recently.
- Officers, as part of the checks that are done to confirm the offender's addresses, contacted registered sex offenders.
- Officers have been in the area of 44th and 223rd monitoring traffic at the intersection due to the signal being on four-way flash as it is being repaired.

Code Enforcement Property of the Week

On June 14, 2017, Code Enforcement observed multiple commercial vehicles, commercial trailers, inoperable vehicles and debris stored on private property located near the 4100 block of 222nd Street SW. On June 14, 2017, Code Enforcement issued a Notice of Violation to those associated with the property involving the following ordinances; 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.G.2-(Recyclables not properly stored and regularly disposed of). Information regarding the commercial vehicles on residential property was forwarded to the City's Community Development department for follow up.





Other Items of Interest

- Sergeant Burkett and Sergeant Lowe conducted range qualification for current and new officers at the Snohomish County Sheriff's Office at Cathcart.
- Joie Worthen, Management Analyst, was recently recognized in a letter from the Edmonds Police Chief for her work in assisting his department with their accreditation efforts.
- The Police department's two newest hires are pictured below. On the left, Victor Zuniga, a certified entry-level officer and on the right, Jesse Wright, an entry-level officer scheduled for the Academy in August.



NEWS RELEASES

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

MARK YOUR CALENDARS

- June 28, 6:00-8:00 p.m., Sound Transit Link Light Rail Open House, Nile Shrine Country Club
- 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