

## CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

October 13, 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 meeting is on **Monday, October 16, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219<sup>th</sup> Street SW, Suite 220. The City Council agenda includes: (1) Proclamation for Code Enforcement Officer Appreciation Week (October 23-27); (2) Presentation from Verdant Health Commission Superintendent Robin Fenn; (3) Adoption of 2018-2022 Recreation and Park Fees Resolution; (4) Public Hearing and Adoption of Resolution to Approve Park Lane Townhomes Preliminary Fee Simple Unit Lot Subdivision, and (5) Adoption of Amendments to the Parking Code Ordinance.

The City Council's next work/study session is scheduled for **Thursday, November 2, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219<sup>th</sup> Street SW, Suite 220. The City Council agenda includes: (1) Review of City Departments Performance Measures for January-June 2017 (a) Presentation from the Administrative Services, (b) Presentation from the City Council/City Manager/Community Relations; (2) Review of Terrace at Park West Preliminary Fee Simple Unit Lot Subdivision (Tentative); (3) Review of Development Process; (4) Presentation by City Attorney (a) Public Records Act; and (b) Council Protocols, (5) Review of Interlocal Agreement for SNOCOM/SNOPAC Consolidation, and (6) Review of Design and Construction Agreement for Main Street Revitalization Project and Lynnwood Link Project Improvements at 236<sup>th</sup> Street SW.

### CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Proposition No. 1:** The public information phase for Proposition 1 continues this coming week with two informational presentations by the City Manager and Police Chief (see dates/times below). Last Friday, the city released an [informational video](#) on social media that discusses the project scope, process and costs. Thanks to MLTNews.com, the two residents who participated and Vince DeMiero from Mountlake Terrace High School (voiceover talent) for their assistance with the video.

The October *City Happenings* newsletter and an informational postcard was mailed and we've updated our webpages on the proposition.

Upcoming community meetings will be held in different neighborhoods of the city, similar to the public process with the City Hall Advisory Committee:

- Monday, October 16, 6-7:00 p.m., Interim City Hall, 6100 219<sup>th</sup> St SW #220
- Thursday, October 19, 6-7:30 p.m., Mountlake Terrace Library, 23300 58<sup>th</sup> Ave. W.
- Tuesday, October 24, 6-7:30 p.m., Ballinger Clubhouse, 23000 Lakeview Drive
- Thursday, October 26, 6-7:30 p.m., Cedar Way Elementary, 22222 39<sup>th</sup> Ave. W.

Proposition 1 is a 30-year capital bond measure for \$12.5 million to fund an expansion of the Police Station with construction of a new City Hall. If approved, the cost of the levy in the first year of the bond is anticipated to be \$0.27 per \$1,000 of assessed value. If a home is valued by the county at \$300,000, the cost would be about \$81 the first year. As new development in the city occurs and the current rent payments go away, the cost will go down more.

The city has been renting Interim City Hall since 2009 at a cost of over \$400,000 per year. Three previous bond measures did not reach the 60 percent required by state law for passage. The City Hall Advisory Committee worked with the community on a recommendation for the City Council that they felt the community would support. Previous proposals for \$25 million received 53 percent (in 2013), 57 percent (in 2012) and a \$37.5 million proposal (in 2010) received 47 percent of the vote.

This proposal is on the November 7 General Election ballot. Snohomish County Elections has stated that ballots will be mailed on October 18.

- **New Ballot Drop Box:** After years on the waiting list pending funding, Snohomish County Elections has provided a ballot drop box in the City of Mountlake Terrace! Installed in early September, the new ballot drop off box is located at the Civic Campus property located at the northeast corner of 232<sup>nd</sup> Street SW and 58<sup>th</sup> Avenue W. It is accessible to those walking or driving. Those wishing to drop off ballots in vehicles, please enter the Civic Campus from 58<sup>th</sup> Avenue W, make the first right turn into the parking lot of the former City Hall, deposit your ballot in the drop box on the left, and exit onto 232<sup>nd</sup> Street SW.

Traffic can build up at ballot drop boxes as election dates approach and especially on election date deadlines. The next election date is November 7 so please note that there could be congestion in this area and waiting times to use the drop box.

- **Lodging Tax Grants Available:** The city issued a news release last week to advertise \$25,000 in lodging tax funds being available to qualified applicants for projects and events that promote tourism in 2018. Lodging tax funds come from the taxes collected from the Studio 6 Hotel located in Mountlake Terrace. Lodging tax funds must be used for marketing or operation of special events and festivals designed to attract tourists. They may also support the operations of tourism-related facilities owned or operated by nonprofit organizations according to law.

The program or event should have the potential to increase overnight visits to the city's hotel and/or create a positive economic impact. These funds have helped support events such as 3<sup>rd</sup> of July Fireworks event, Tour de Terrace and Arts of the Terrace. You may download an [application](#) from the city's website at [www.cityofmlt.com](http://www.cityofmlt.com) on the City Happenings/Community Grant Funds page or contact Community Relations Director Virginia Olsen at (425) 744-6206,

or [cityhall@ci.mlt.wa.us](mailto:cityhall@ci.mlt.wa.us). Application materials must be received by 4:30 p.m. on Thursday, November 16, 2017.

### **ENGINEERING & PUBLIC WORKS UPDATES**

- **Main Street Reconstruction:** Two parcels remain for which an agreement for right-of-way has not been reached. To preserve the timeline associated with the grant dollars that have been awarded for the project, the city will be moving forward with condemnation of the necessary right-of-way on these properties.

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

- **Costume Carnival:** On Saturday, October 28 from 5:00 to 9:00 p.m., the Mountlake Terrace Dance Academy and Kontagious Performing Company will host their 12th annual Costume Carnival dance scholarship fundraiser. The event is located at Terrace Park School Gym 5409 228th Street S.W. adjacent to the Recreation Pavilion. This carnival includes games, food, dance performances, and a costume contest. There will be performances by Kontagious and MLT Dance Academy and possibly a couple of guest companies joining in. Tickets will be available at the door and admission fee is \$5 per person or \$10 per family up to four people. Pre-sale tickets are available through [albee@kontagious.net](mailto:albee@kontagious.net). All proceeds will benefit the Mountlake Terrace Dance Academy Scholarship Fund and the Kontagious Arts Foundation. Additional donations are greatly appreciated. Dress in your finest, fanciest or funniest outfit, prepare to be entertained and join in the fun!
- **We're Hiring!** Youth programs are hiring for a ¾ time site lead for MLT Elementary and a site assistant for programs at the Pavilion. These positions get to work directly with the children in the program and help create a memorable experience for them! For more information visit [www.mltrec.com](http://www.mltrec.com) or call (425) 776-9173.
- **Staff Training:** Recreation Coordinator Mark Haug attended the WCIA training "Building Supervisory Skills 201" last week. Mark learned about resolving conflict while managing effective teams and employee performance. He will be attending the "Building Supervisory Skills 301" course this week to continue his development.
- **Early Release:** October 23-27 early release days are approaching. Pavilion site is full with limited space available at MLT and Madrona sites. Call (425) 776-9173 to register.
- **New Hire Youth Programs:** We're proud to introduce and welcome Trinitti L, the new Site Leader at Madrona Kids Krew. She made her way to Washington this past June from Ohio, where she studied Marine Biology and spent this past summer directing a beach camp at Sunset Bay in Edmonds.
- **Aquatics - Lifeguard In-Service/Expo:** On Friday, October 6, Lifeguards practiced their rescue skills during a swim that was open to the public. Two staff members were recognized for being extra helpful by subbing for others and picking up extra shifts. Gloria Harris was named Lifeguard of the Month and Krystin Johnson was named Instructor of the Month.

- Weekday Swimming Lesson Registration:** A new session of swimming lessons begins October 16 and 17. Mountlake Terrace registration is October 11 and open/online registration is October 12. These lessons will run through November 8 and 9. Weekend pre-registration will be October 20, 21, 22 with MLT registration on October 25 and open/online October 26. These lessons will begin on October 27, 28 and 29. Schedules are available on the website at: <http://www.cityofmlt.com/529/Swim-Instruction>. Contact the Recreation Pavilion for questions at (425) 776-9173.
- Garden Club Cleans Up Entry Sites:** The Mountlake Terrace Garden Club began the fall cleanup of entry sites throughout the city this week. The Mountlake Terrace Garden Club is a volunteer based community group that for over 20 years has annually planted flowers and maintained seven different sites throughout the city. If you are interested in joining the garden club or just helping out please visit their website at: <http://www.mltgardenclub.com/>
- Matt Hirvela Plaque Installed:** The Neighborhood Park Improvement Subcommittee (NPIS), Girl Scout Troop 43752, Eagle Candidate Aaron Cox and city staff have been working on placing a memorial plaque for Matt Hirvela at the Matt Hirvela\Bicentennial Park. The plaque honors the efforts of Matt Hirvela in having the park created, which opened in 1976. The NPIS designed the plaque and Aaron Cox built the monument and bench. City staff completed the framing and plaque. The Girl Scout Troop installed the plaque. The plaque is mounted adjacent to a gazebo, which now stands where the cabin was that Matt lived in.



**POLICE DEPARTMENT UPDATES**

Weekly Activity October 4 – October 10, 2017								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	51	54	11	4	0	5	2	4
<i>YTD</i>	1634	2279	321	192	31	96	64	87

**Significant Incidents**

- On October 4, patrol responded to a residential alarm in the 21800 block of 48<sup>th</sup> Avenue W. Upon arrival, it was discovered that entry to the residence was forced by breaking the rear door. The

suspect(s) were not located; however, latent fingerprints were collected and submitted for identification. Investigation continues.

- On October 4, patrol responded to the 4300 block of 236<sup>th</sup> Street SW for a vehicle theft in progress. The owner of the vehicle interrupted the theft and the suspect fled on foot. Patrol located a suspect matching the description a few blocks away and detained him for identification. The victim identified the subject as the person in the vehicle. The suspect was booked at the SCJ for the crime.
- On October 4, patrol responded to the 21800 block of 66<sup>th</sup> Avenue W for a disturbance/assault. Investigation revealed the resident/victim's boyfriend, who she has a restraining order against, showed up with several additional subjects and entered the residence without permission, threatening the victim. This was in retaliation for an alleged previous assault. The subjects damaged property and fled in a vehicle prior to police arrival. The suspect(s) were not immediately located. Case referred to the City prosecutor for charging.
- On October 4, patrol responded to the 4700 block of 228<sup>th</sup> Street SW for a burglary report. Investigation revealed suspect(s) had entered the residence through an unsecured window. Firearms, electronics and other items were stolen. The victim's credit card was used by the suspect(s) immediately after the crime. Investigation continues.
- On October 4, patrol stopped a vehicle for equipment violations in the 4800 block of 212<sup>th</sup> Street SW. Investigation revealed the driver to be unlicensed and have a warrant for his arrest. The driver was arrested and booked at the SCJ.
- On October 5, patrol responded to a burglary in the 23700 block of 48<sup>th</sup> Avenue W. The residents' dog sitter interrupted the crime and stated the female suspect fled in a dark SUV. An area check for the suspect was negative. A report was taken and the residence secured. Later in the afternoon patrol returned to the residence to discover after leaving the first time, the suspect(s) returned and burglarized the residence a second time. Patrol did some additional investigation and identified possible suspects who live nearby and are known prolific burglars. Investigation continues.
- On October 5, patrol responded to a fraud complaint in the 23600 block of 56<sup>th</sup> Avenue W. The victim stated his debit card was stolen and used at various locations. Surveillance of the suspect was obtained. Investigation continues.
- On October 6, patrol stopped a vehicle in the 6000 block of 244<sup>th</sup> Street SW for various violations. Both occupants were subsequently arrested for warrants. During the detention, drug paraphernalia was observed in the vehicle. The vehicle was impounded for a search warrant. Both subjects were released pending new charges due to the jail not accepting them as a result of their drug use.
- On October 6, patrol responded to the 21900 block of 66<sup>th</sup> Avenue W for a subject passed out in their vehicle. Investigation revealed the subject was not in medical distress. An escape warrant was located for his arrest. Suspicious items were observed in the vehicle and the subject consented to a search of the vehicle. The search revealed narcotics, various prescriptions and cocaine. Post hospital clearance, the subject was booked at the SCJ for the warrant and new offenses.

- On October 6, patrol responded to a complaint in the 5900 block of 232<sup>nd</sup> Street SW. A juvenile was complaining of being assaulted by her guardians. She said she was recently assaulted by her stepfather, knocking her backwards into a hot fire ring resulting in a 3-4 inch burn on her leg. Investigation revealed the assault did not occur in Mountlake Terrace, however CPS was contacted and the juvenile was taken into protective custody. Case forwarded to the county.
- On October 6, patrol responded to a stolen vehicle in the 23900 block of 60<sup>th</sup> Avenue W that was located via GPS tracking. Upon arrival in the area, patrol located the occupied vehicle in the 6000 block of 244<sup>th</sup> Street SW. A subject inside was detained without incident. Investigation revealed the vehicle was rented previously and was due to be returned mid-September. The vehicle was returned to the owner.
- On October 6, patrol responded to a theft report in the 21300 block of 52<sup>nd</sup> Avenue W. The victim stated he went to his front door to retrieve a delivered television and watched his neighbor pick it up and leave with it. Surveillance of the theft was obtained. Investigation continues.
- On October 6, patrol responded to a burglary report in the 5400 block of 212<sup>th</sup> Street SW. Investigation revealed suspect(s) entered the residence through an unsecured window and stole a variety of items from the residence. Investigation continues.
- On October 7, patrol responded to assist the Lynnwood Police Department with a burglary in the 4000 block of 204<sup>th</sup> Street SW. The suspect(s) fled in a vehicle prior to police arrival. An area check for the suspect vehicle was conducted and it was located in the 4400 block of 212<sup>th</sup> Street SW. The vehicle was stopped and the suspect(s) detained without incident. Custody was transferred to Lynnwood officers.
- On October 7, patrol responded to a recklessly driven vehicle in the 22400 block of 70<sup>th</sup> Avenue W. Upon arrival several subjects were contacted, two of which had warrants for their arrest. Both subjects were arrested and booked into jail.
- On October 8, patrol responded to an assault in the 23300 block of Cedar Way. Investigation revealed the involved parties to be married. The wife had returned home, but could not enter the residence due to lacking a key, and fell asleep on the porch. When her husband came home, they engaged in an altercation ending with the wife striking the husband on the head. She was arrested and booked.
- On October 9, patrol responded to a burglary report in the 4600 block of 226<sup>th</sup> Place SW. Investigation revealed the suspect(s) made entry through an unsecured window and stole a variety of property including firearms. The residence was processed and no evidence was located. Investigation continues.

### **Detective Unit Update**

- **Cases Assigned**

- 17-11210 Burglary
- 17-14737 Burglary
- 17-14779 Burglary
- 17-14862 Theft
- 17-14888 APS

- **Cases Cleared**

- 17-721 Burglary
- 16-5341 Fraud
- 17-12228 Burglary Missing Person

- 17-5605 Fraud
- 17-14800 Fraud
- 17-14869 Burglary
- 17-14998 Burglary

Detectives have identified suspect(s) associated with the increase in residential burglaries and have been conducting surveillance.

The efforts of crime scene technicians have been beneficial in obtaining evidence leading to successful closure of investigations. For example, a beauty salon was recently burglarized, and a technician was able to recover a suspect latent print, which was identified as belonging to an individual whose girlfriend previously worked at the business. The case has been forwarded for prosecution.

### **Community Outreach & Directed Enforcement**

- Officers emphasized local business and area checks at the following locations: Northern Lights Apartments, Studio 6 Motel (Gateway Plaza), Ballinger Park, Interurban Trail, Veterans Park (Library) and the Recreation Pavilion.
- Traffic emphases in school zones and bus stops. The traffic trailer has been well received and proved to be a valuable tool.
- Officers hosted a local Cub Scout Troop tour at the Police Department. This included a fingerprinting exercise, a SWAT gear fashion show and Q&A session.



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

On May 24 Code Enforcement observed vegetation overgrowth throughout a property located near the 4900 block of 216<sup>th</sup> Place SW. After follow up, Code Enforcement documented the condition, and issued a civil notice of violation to the adjacent property owner in accordance with; 8.15.040.A.1-(Vegetation exceeding 12 inches in height (exclusive of plants and flowers within a flower bed or container, shrubbery, or trees) located in any front, back, or side yard, adjacent public right-of-way or planting strip, or any vacant property is prohibited). Code Enforcement later received complaints from local residents regarding the property condition. Code Enforcement, during the civil process, issued a Notice and Order directing the owner(s) to maintain the property, or civil penalties would be issued. Code Enforcement left voice mail messages and emails with the

identified property owner(s). As of October 11, 2017, the property has been renovated and is currently in compliance with City nuisance codes.



### **Other Items of Interest**

- Sergeant Porter instructed a Regional Patrol Tactics course for several agencies.
- Critical incident debriefs were held regarding recent priority calls for service.
- PD Analyst Worthen submitted a grant request to purchase traffic collision investigation equipment.

### **NEWS RELEASES**

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

### **MARK YOUR CALENDARS**

- October 16, 6:00 p.m., City Hall Civic Campus Informational Presentation, Interim City Hall
- October 19, 6:00 p.m., City Hall Civic Campus Informational Presentation, MLT Library
- October 24, 6:00 p.m., City Hall Civic Campus Informational Presentation Ballinger Clubhouse
- October 26, 6:00 p.m., City Hall Civic Campus Informational Presentation, Cedar Way Elementary School
- 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, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- January 24 – 25, 2018, Hotel RL Olympia by Red Lion, 2300 Evergreen Park Drive
- June 26 – 29, 2018, AWC Annual Conference, Yakima Convention Center, 10 N 8<sup>th</sup> Street

Sincerely,

Scott Hugill, City Manager  
City of Mountlake Terrace