

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

December 1, 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, December 4, 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) Economic Alliance Snohomish County Annual Report Presentation; (2) Approval of Interlocal Agreement with Yakima County for Jail Services; (3) Approval of Interlocal Agreement with the City of Sunnyside for Jail Services; (4) Approval of Interlocal Government Agreement Regarding In-Service Training Sessions (Police Skills Refresher); (5) Approval of City Council Subcommittee Recommendation for Interim Arts Advisory Commission and Recreation & Park Advisory Commission Member Appointments; (6) Approval of Professional Services Agreement Amendment No. 1 with Gray and Osborne Inc. for the Comprehensive Sewer System Plan Update; (7) Adoption of 2018 Salary Ordinance; and (8) Continuation of Public Hearing and Adoption of 2017-2018 Mid-Biennial Budget Modification Ordinance.

The City Council's next work/study session is scheduled for **Thursday, December 14, 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) Review of 2018 Legislative Agenda; (2) Review of Three-Year Professional Services Agreement with The Johnston Group for Lake Ballinger/McAleer Creek Watershed Forum and Amendment to Interlocal Agreement No. 3; (3) Review of Professional Services Contract with the Johnston Group for Federal Lobbying Services for 2018; (4) Review of Comprehensive Plan Amendment and Zoning Map Amendment Ordinances (Tentative); (5) Review of Tamblyn Townhomes Preliminary Fee Simple Unit Lot Subdivision (Tentative); (6) Review of RS 4800 SFR and Transitional Zoning Code Updates (Tentative); and (7) Review of Design and Construction Agreement for Main Street Revitalization Project and Lynnwood Link Project Improvements at 236th Street SW (Tentative).

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Proposition No. 1:** Snohomish County Elections reports that Proposition 1, Civic Campus Bonds, received 69.55 percent of the vote, at least 60 percent approval by voters, and reached the minimum turnout of 40 percent of the last General Election (the 2016 Presidential Election). There was a total of 4,421 ballots counted and 4,030 were needed to validate the election. Snohomish County Canvassing Board certified the election on Tuesday, November 28 at 1:00 p.m. Thanks to the voters of Mountlake Terrace for overwhelmingly supporting this measure. The public can find updated election information [here](#).

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.

Next steps in the process include issuing a Request for Qualifications (RFQ) for architectural and engineering services to design the project. We anticipate issuing the RFQ next week with interviews of architects occurring in January and a contract approved in mid-February. A public process to include the community in design of the building and public spaces would likely begin in the spring. Construction of the project will occur in 2019-2020. Stay tuned for more details.

- **Tree Lighting Ceremony:** The Tree Lighting Ceremony is Friday, December 1 at 6:30 p.m. at Evergreen Playfield 22205 56th Avenue W. Thank you to our sponsor Vineyard Park for providing the funding for this event. The evening features a choral concert by 100 students from Mountlake Terrace Elementary and Terrace Park School, a visit from Santa who will make his grand entrance on a Fire Truck, and the traditional lighting of the tree. This year, Darigold will be providing free samples of eggnog and hot chocolate. The Tour de Terrace organization will provide coffee, cocoa and cookies at the Evergreen Playfield concessions stand. Thank you to those volunteers for coordinating this event for 35 years! Visible for miles around, the enormous "tree" is actually a frame constructed of over 1,800 lights that is located on top of the city's water tower.

"We'll have music playing followed by the choirs between 6:30 and 7:00 p.m. Then we'll introduce the City Council and sponsor (Vineyard Park) prior to Santa's arrival so please get your warm drinks and cookies from the concession stand first if possible," stated Community Relations Director Virginia Olsen. "Thanks so much to Vineyard Park for sponsoring this year's Tree Lighting Ceremony again, South Snohomish County Fire & Rescue for transporting Santa, Darigold, and our dedicated Tour de Terrace volunteers who have done this event for years and years."

- **December City Happenings:** The city newsletter was mailed on November 29 and features information about Proposition 1. This issue also features Community Resources for Mountlake Terrace residents and the Tree Lighting Ceremony (December 1). Other articles include Winter Weather Tips, Evergreen Award Winners, Recreation Pavilion Inclement Weather Policy, Pet License Information, Pet Waste Disposal, New Recreation Registration Software, and Fitness Programs. Ongoing features such as Construction Update, Council Highlights and Coffee with the City dates round out this issue.
- **Lodging Tax Funds:** Four applications were received by the deadline for 2018 lodging tax funds. The Committee reviewed the applications at a meeting on Monday, November 27 and the City Council will review the recommendation on January 11, 2018.
- **Self-care as an Accepted Practice:** [Mountlake Terrace Library](#), 6:30 p.m. December 6, 2017. This conversation, led by family therapist and author Sarri Gilman, will explore a broad definition of self-care for optimal health and its role in mental health. Panelists: Amber Saldivar, mental health counselor; Saranne Moreschi, Family-to-Family instructor with [National Alliance on Mental Illness](#); and Ivette Bayo-Urban, doctoral candidate. <https://www.sno-isle.org/issues-that-matter>

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

Community Forum to Discuss Townhome Options: How should townhomes be built in areas nearest the downtown? That's the main question to be discussed at a forum sponsored by the City of Mountlake Terrace on December 14, 6:00 to 7:00 p.m., at City Hall Council Chambers, 2nd floor of the Redstone Building, 6100 219th St. SW.

The City's standards allow townhomes and commercial parking lots to be built in the "transitional use" areas near the Town Center. (See illustration for the Transitional Uses Area.)



The City's Planning Commission has begun discussing code options, such as allowing the transitional area and the RS 4800 Zone to have the same maximum 3-story height as other parts of the City. Currently, the height limit in the transition area next to downtown is two stories—a story less than residential areas further away from downtown.

The City is looking to update its code for the transitional uses area by early 2018. The December 14 forum is one opportunity for public input. A schedule for other public meetings and opportunities will be announced soon.

The forum will include a City slide show about the area and how the code applies. Attendees will be invited to share their thoughts or write down their comments. An invitational postcard is being mailed to each resident and property owner near the transitional area.

ENGINEERING & PUBLIC WORKS UPDATES

- **Transportation Improvement Board (TIB) Grant:** The City found out last week that it received a \$2,489,847 grant from the Transportation Improvement Board (TIB) for construction of the Main Street Revitalization Project along 236th Street. On a related note, the consultant for the Main Street Revitalization submitted the final plans this week, and staff are in the process of reviewing them.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Espresso Special:** Next week's espresso special will be EGGNOG LATTE! December 4 - 10 receive \$.50 off a 16oz.
- **Dance Academy Winter Concert:** On December 9, Mountlake Terrace Dance Academy students ranging in age from 3.5 to seniors will be performing at the MLT High School Theater. Tickets will be sold for \$8 at the door starting at 12:00 p.m. until the show begins at 1:00 p.m. The show is expected to last for about 2 hours with an intermission. This show is always a great warm up for the Winter Holidays with lots of diversity in the music and the dance styles and yes... remixed Christmas carols.

- **Dance Academy Second Semester:** Starting December 1 you can begin enrolling in second semester Dance Academy courses beginning Monday, February 5. First semester runs through the end of January. If you do not want to wait until February to start, join First Semester pro-rated! For more information or placement, contact Chloe Davenport (425) 640-3107 or see the craze www.crazedigital.com
- **Quarterly Dance & Fitness Classes:** We have ongoing classes to keep you active and in shape. Don't let the winter blues and holiday meals get you down. Get up and move with us in classes like Turbokick, Pop Pilates, Salsa or Ballet to name few in the evening. Or if you're an early riser come to Tai Chi or Silver Sneakers at 8:30 or 8:00 a.m. respectively.
- **Adult Sports:** Registration for winter volleyball and basketball is now open. You can now register your team online by creating or logging into your account at <https://apps.dashplatform.com/dash/index.php?Action=Auth/login&company=mountlake>
- **Youth Programs:** The youth program staff will be attending a STARS training on Wednesday, November 29, from 6:30-8:30 p.m. The topic will be on interactions between children and teachers. All youth staff are required to get STARS credit to continue to improve their skills in the classroom.
- **Child Care:** Winter Break is coming up soon! Kids Krew parents, don't forget to register for winter break care! Spots are still available, for information please call (425) 776-9173.
- **Pool Winter Break Schedule Available Now:** The Winter Break Pool Schedule has been posted on the website at <http://www.cityofmlt.com/526/Aquatics>. The Schedule will run from December 18, 2017 through January 7, 2018. There will be special Recreation Swims added each weekday from 1:15-2:45 p.m., and a Lifeguard Training Class will be offered as well as a Junior Lifeguarding class December 18-21. Register online at <http://www.cityofmlt.com/530/Recreation-Parks> The Recreation Pavilion will be closed on December 24, 25 and January 1. Check the Winter Break Schedule for hours of operation, which have been modified during this time-period. For questions, contact the Recreation Department at (425) 776-9173.
- **Tree Lighting Ceremony:** City crews are preparing for the Annual Tree Lighting Ceremony to be held at the Evergreen Playfield Complex (22205 56th Avenue W) on Friday, December 1 at 6:30 p.m. Parks and Public Works crews climbed the tower to mount and test the well-known tree last Friday. Park and Facilities crews are working around the Evergreen Playfield Complex to prepare for the event.
- **Eagle Candidate to Begin Project:** Eagle Candidate Talal Mustafa has met with city staff to discuss a possible Eagle project for the City of Mountlake Terrace Parks Department. Talal has opted to extend the pathway at Bicentennial Park and be a part of the ongoing effort to complete the pathway around the perimeter of the Park. Talal has submitted his chosen project and has received approval from city staff and the Chief Seattle Council of the Boy Scouts of America. He intends on beginning his project on December 16, 2017, weather permitting.

POLICE DEPARTMENT UPDATES

Weekly Activity								
	Reports	Traffic Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	29	43	6	5	1	1	1	2
YTD	1883	2612	370	237	36	108	73	106

Significant Incidents

- On November 23, 2017, patrol responded to the 21400 block of 50th Avenue W for a fraud complaint. The victim stated she recently discovered bank checks were cashed against her account without her knowledge or permission by an unknown suspect. She stated she believes she may have lost her checkbook, but was uncertain. Suspect information obtained, investigation continues.
- On November 23, 2017, patrol responded to a child abuse complaint in the 22100 block of 66th Avenue W. The reporting person, whose whereabouts were unknown, was contacted via telephone. She explained she suspects the father of her child may have caused some bruising to the child. She also explained there is currently a protection order between the two of them in which she is the respondent, but is allowed to contact him in regards to child issues. Officers contacted the father at his residence. He stated the bruising occurred 6 weeks prior while his daughter was at day care as a result of playing with other kids. He went on to state the reporting party has been violating the court order and provided documentation of such violations. Officers were unable to re-contact the reporting party and issued her a citation for violating the protection order.
- On November 23, 2017, patrol was dispatched to an unwanted person in the 21200 block of 52nd Avenue W. The business owner stated there was a subject sleeping inside the building. Officers contacted the subject and issued him a trespass notification. The subject left without further incident.
- On November 24, 2017, patrol was dispatched to a domestic in the 4300 block of 236th Street SW. Upon arrival, officers contacted the involved persons, who were identified as sisters. The victim stated she was pushed and her sister damaged property in the residence. The suspect, who appeared to be under the influence of intoxicants, stated she argued with her sister over having her boyfriend spend the night. The father of the two girls was contacted, as he was the owner of the damaged property. He elected not to cooperate with prosecution. Probable cause for assault was not established. The sisters agreed to separate for the time being to avoid any additional problems.
- On November 24, 2017, patrol contacted a suspicious subject in the 6000 block of 220th Street SW. The subject stated that she was being followed by another person who was not located. A records check revealed she had warrant(s) for her arrest. She was arrested for the warrants and booked at the Snohomish County Jail without incident.
- On November 25, 2017, patrol stopped a vehicle on Interstate 5 for suspected DUI. Initial investigation confirmed the driver was impaired. Due to the location of the stop, Washington

State Patrol assistance was requested. The remainder of the investigation was completed by the responding trooper.

- On November 25, 2017, patrol responded to the 5500 block of 244th Street SW for a death investigation. Upon arrival, officers were met by residents who explained they became concerned for the deceased when she did not acknowledge efforts to contact her. Entry was made with a key and the resident was found deceased. Investigation did not reveal anything unusual and indicated the resident died of medical related complications.
- On November 25, 2017, patrol responded to a suspicious person in the 23400 block of 52nd Avenue W. The resident explained her ex-husband, who was recently released from prison, and his girlfriend were likely living in a boat parked on the property. Officers learned the ex-husband had several felony warrants for his arrest and fled just prior to their arrival. A K9 track was conducted without success. The girlfriend was located and issued a trespass notification.
- On November 28, 2017, patrol stopped a vehicle in the 6000 block of 244th Street SW for a registration violation. The Department of Licensing indicated his license was revoked. Officers suspected he was driving while under the influence of intoxicants and was arrested for the offense after establishing probable cause. He was transported to the Snohomish County Jail where a blood sample was taken by staff subsequent to successful application of a search warrant. The suspect was booked for the offenses.
- On November 28, 2017, patrol responded to a suspicious person in the 5500 block of 220th Street SW. Callers stated a subject was in the roadway, chasing cars and challenging people to fight. Officers located the subject who was non-compliant and resisted arrest. He eventually surrendered and was taken into custody without incident. During a search prior to the arrest, officer located brass knuckles on the subject.. Following medical clearance, the subject was booked at the Snohomish County Jail for several charges.

Community Outreach & Directed Enforcement

- Directed patrol at the Northern Lights due to complaints of property crime and transient activity.
- Directed patrol in the 6600 block of 225th Place SW regarding problem residence.
- Directed patrol at the post office. Transients contacted and trespassed.
- Herald article regarding outreach program.

Code Enforcement Property of the Week

On November 6, 2017, Code Enforcement followed up to a parking complaint involving a gray Buick sedan missing the rear license plates, located at the 5700 block of 237th Street SW. Code Enforcement issued a correction notice, and tagged the vehicle for impound in accordance with MTMC 10.10.230 – (Abandoned vehicles with expired licenses exceeding 30 days expired), and MTMC 10.10.190 – (Storing vehicles on a public street prohibited). The owner of the vehicle contacted Code Enforcement to request additional time to remove the vehicle. After the additional time had expired, Code Enforcement returned to the location and noted the vehicle's rear license plate was still missing, the police marker and correction notice had been removed, but the vehicle tire chalk marks were intact. Code Enforcement found the vehicle to be in violation of parking ordinances. The vehicle was impounded and towed.



Other Items of Interest

- Brian Moss received and accepted a final offer of employment as a lateral police officer. He begins his assignment on patrol December 11.
- Officers Sheets and Johnson graduated phase one of field training and began their second phase on nightshift.
- Sergeants attended academy training.
- Several officers attended pursuit intervention technique training.

NEWS RELEASES

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

MARK YOUR CALENDARS

- December 1, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 6, 6:30 p.m., Self-care as an Accepted Practice, [Mountlake Terrace Library](#)
- 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 8th Street

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace