

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

March 9, 2018

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 on **Thursday, March 15, 2018** 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 2017 Development Activities; (2) Review of Memorial Road Sign Program; (3) Review of Contract for Design of Civic Campus Project; and (4) Review Town Center Task Force Applicants.

The City Council's next meeting is on **Monday, March 19, 2018** 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) Update from Mountlake Terrace Librarian Kristin Piepho; (2) Award of Contract for Design of Civic Campus Project; (3) Adoption of Resolution Appointing Town Center Task Force Members (Tentative); (4) Continuation of Public Hearing and Adoption of Transitional Area Zoning Text and Map Amendments Ordinance; (5) Review Federal Agenda; and (6) Adoption of Resolution Adopting Road Sign Program.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **State Budget Includes \$1.36 Million for Ballinger Park and Main Street Projects:** The city has been informed by Gordon Thomas Honeywell, our state lobbyist, that the state's budget approved by the Legislature late in the evening on March 8 includes a \$500,000 appropriation for Ballinger Park, and \$860,000 for the Main Street Revitalization Project. Our sincere thanks to our 1st and 32nd District delegations for supporting these key projects for our community!
- **Town Center Task Force:** The City Council is discussing the interview process for candidates who applied to serve on an 11-member Town Center Task Force. The purpose of this Task Force is to assist in the development of an update to the 2007 Town Center Plan (amended in 2009). The Task Force will serve to bring the community together to discuss the wants and needs of residents and Mountlake Terrace business owners and balance them with development feasibility to help generate economic development. The Task Force is expected to make recommendations for updates to existing codes and standards for the Planning Commission and City Council to consider.

- **Civic Campus Project Update:** The fee agreement and scope of services with ARC Architects for design of the Civic Campus project is tentatively scheduled for City Council discussion on March 15 with approval tentatively scheduled for March 19. The materials from ARC are expected to arrive on March 9. At the March 1 City Council work/study session, the Assistant City Manager and Community Relations Director provided an update on the process to date. It was noted that pending approval of the agreement, the first community meeting would be held on Thursday, April 5 at 6:00 p.m. at the Mountlake Terrace Library. The second community meeting has now been confirmed for Wednesday, July 11 at 6:00 p.m. at Ballinger Clubhouse. The remainder of the public process will be laid out once the scope of services is finalized.
- **Earth Day Park Clean Up – April 21:** The city is looking for volunteers (individuals, families and groups) to donate three or four hours on Saturday, April 21 to spruce up Ballinger Park. The City Council will provide lunch following the work party. If you have a group who would like to participate, please contact Parks and Property Management Superintendent Ken Courtmanch at (425) 776-1811 to register in advance so we know we have enough food and supplies. All interested volunteers should meet at 9:00 a.m. on April 21 at Ballinger Clubhouse, 23000 Lakeview Drive, for a brief meeting and warm up with coffee. Common activities include pruning, trash removal, and raking. Ballinger Park can be very wet this time of year, so please wear boots if possible and we encourage you to bring work gloves. If you're able to bring along rakes and non-electric pruning tools, it will help our effort so we have enough to go around.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Update on Transitional Uses Area District Code Amendments:** The transitional area allows townhomes and parking lots in on properties between the existing Town Center District and abutting single household (family) residential districts. The intent is to allow uses that are less intense than in the Town Center to create a buffering transition. The amendments create a new residential district with a new set of development regulations and design standards.

The Planning Commission held a public hearing on February 12 on the proposed amendments. The Commission recommended that the City Council adopt the proposed text and zoning map amendments. The City Council held a public hearing on February 20 that has been continued to March 19 to provide additional opportunity for discussion and input.

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES

- **Main Street Revitalization Project:** Work on the finishing design touches to the Main Street Revitalization project continues as staff address recent design change requests from the Washington State Department of Transportation (WSDOT).
- **Gas Main Construction at 236th & 56th:** Puget Sound Energy's (PSE) gas main upgrade along 236th Street SW from I-5 to 56th Avenue W has progressed into the 236th Street SW/56th Avenue West intersection. Construction in and near the intersection is expected to occur over the next three weeks beginning Thursday, March 8. During this time, roadway lanes will shift

and may be reduced to one travel lane with flaggers and the intersection controlled by police. This may cause delays. Alternate routes are strongly recommended and detours may occur.

PSE's work is scheduled in anticipation of the city's "Main Street" reconstruction project. PSE's upgrading of their gas main will reduce the likelihood that later utility work will cut and patch the reconstructed 236th Street SW surface.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **March Espresso Specials:** Receive \$.50 off when you order a 16oz special of the week at the Recreation Pavilion espresso stand. March 5 – 11 Almond Latte, March 12 – 18 Fool's Gold Latte, March 19 – 25 Chai Tea Latte, and March 26 – April 1 Amaretto Mocha.
- **Free Swim Lessons for Third Graders:** If you have a 3rd grader who lives or attends school within the boundaries of the Edmonds School District – you have an opportunity to receive 3 sets of swim lessons for levels 1-4 for free. The free swim lessons are provided through a Verdant Health Commission grant. Distributed in January 2018, the new vouchers will expire December 31, 2018. For more information, contact the Recreation Pavilion at (425) 776-9173.
- **Free Swim Lessons for Non-Swimmers:** If you have a non-swimmer in Grades K-12 (excluding 3rd Graders), they can get a set of vouchers for beginning swimming starting with Level 1 or for those older than 13, Teen/Adult lessons. This new option from the Verdant Health Commission was added to the grant. These vouchers are good from January 1-December 31, 2018. Vouchers can be obtained by attending April Pools Day on April 7. An evaluation session will be available or contact one of the Aquatic Coordinators at the Recreation Pavilion.
- **Swimming Lesson Registration:** A new session of swimming lessons began March 5 and 6 and will run until March 28 and 29. Registration for weekend classes that meet on Fridays, Saturdays and Sundays was held February 21 and 22. Classes began on February 23, 24 and 25. These will meet until March 30, 31 and April 1. Registration for aquatic classes will remain open through the third lesson for anyone who wants to sign up for open spots. If parents are unsure in which class children should be registered, the Aquatic Coordinators are available for placement evaluations in the pool. Participants must come prepared to get into the pool.
- **Marlins Swim Team:** Registration opened March 5 for anyone who is interested in getting their swimmers into a Recreational Summer Swim Team. The Marlins meet from June 26 through August 11 and will swim against other teams in the area, including Lynnwood, Edmonds, Shoreline, Snohomish County, Kirkland, Snohomish Aquatic Center and Everett. To join the team there is criteria that swimmers must meet. To arrange a swim evaluation with Head Coach Marisa Gruhn contact the Recreation Pavilion at (425)776-9173 to set up an appointment.
- **Aqua Kids Camp Registration:** Registration for Aqua Kids camp also opened on March 5. This camp is for kids ages 4-8 who enjoy the water. The camp meets in the Jungle room and the leisure pool Monday-Thursday and at Lake Ballinger on Friday each week of

camp. This year's themes include: Aqua Fun, Pirates & Mermaids; Super Heroes; Weird Science, Around the World; Dinosaurs; and Creative Constructive.

- **Lifeguard Training:** The pool closed at 4:15 on Friday, March 2 for Lifeguard in-service. This in-service focused on CPR and rescue skills. Aquatic Employees of the Month included: Shannon Loughe named Lifeguard of the Month and Kat Hernandez named Instructor of the Month.
- **Water Fitness Classes:** These classes are designed to improve cardiovascular fitness, tone muscles and increase flexibility. All classes are drop-in. Classes offered include Shallow Water Fitness, Deep Water Fitness, River Fitness, Water Walk, LIFT (Low Intensity Fitness Training) and Arthritis Aquatics Fitness and Aqua Zumba. The second River Fitness class that was added, meets from 9:45-10:45 a.m. and has been consistently getting 4-6 participants.
- **Lap Swimming Available Daily:** Lap lanes have recently been expanded during the week. Monday through Thursday there are lanes available from 6:00 a.m. to 4:00 p.m. and Monday/Wednesday from 8:00 to 9:30 p.m. and Tuesday/Thursday from 8:30 to 9:30 p.m. On Saturdays, laps lanes are available from 7:00 to 8:30 a.m. and Sunday from 8:00 a.m. to 1:00 p.m. During modified and holiday schedules lanes will also open up.
- **Rental Times Available:** One hour lane rentals are now available Monday through Friday from 2:30-3:30 and 3:30-4:30 p.m. Fees will be \$35 for MLT Residents and \$40 for Non Residents. Shorewood Water Polo has rented the lane space for the past two weeks while Shoreline Pool has been closed.
- **After Hours and Overnight Pool/Room Rentals:** These rentals are available for your group either for an overnight activity or for a smaller block of time on Fridays or Saturdays after closing. Other opportunities available during these times include gaining points towards merit badges or water safety skills practice. For more information about after hour rentals, contact the Recreation Pavilion at (425)776-9173.
- **Dog Training Classes:** The Dog Obedience classes started last week. The current schedule is as follows: Basic Dog Obedience meets Monday nights from 7:30-8:30 p.m. March 5-April 16; Beyond Basic Dog Obedience class meets Wednesdays from 7:30-8:30 p.m. March 7-April 4, and Puppygarten, a beginning class for puppies 8-16 weeks old, meets on Thursdays from 7:30-8:30 p.m. March 8-April 12. All Dog Obedience and Training classes meet in the Jungle Room at the Recreation Pavilion. The Instructor for our dog obedience classes is Caren Malgesini, CPDT (Certified Professional Dog Trainer). The next session will begin in May.
- **Summer Camp Registration:** Registration is now underway for all summer camps! Summer day camps are available for ages 3-13. Summer day camps include field trips and activities for all involved. Other camps include sports, dance and aqua kids. For more information visit www.mltrec.com/summer. To register call (425)776-9173.
- **Fall Child Care:** Fall registration begins March 12. Care is available for Terrace Park, Mountlake Terrace, and Madrona Elementary schools. Preschool care is also available. Please call the Mountlake Terrace Recreation Pavilion at (425) 776-9173 to register.

- **Ballfields Open:** Baseball season has begun. Park staff has been grooming the infields and preparing for the start of the baseball season. Crews have leveled all the fields and added base pegs, home plates and pitching rubbers. Staff will be adding a polymer to the infields to assist in drying the fields after heavy rains. The fields are now open. For information about availability or to rent a field, contact Kevin Witte at kwitte@ci.mt.wa.us or (425) 640-3105.
- **Adult Softball:** Registration for adult softball is currently open for the spring. Men's, women's and co-ed leagues are available. All games are double headers and it is a 10 game season. Games are played Sunday-Friday. For more information, call (425) 776-9173.
- **Kidz Love Soccer:** The next session of Kidz Love Soccer begins March 25. Kidz Love Soccer teaches children about team work, technical skills and the game of soccer. Classes run Sundays for ages 2-10. For more information or to register, call (425) 776-9173.
- **Job Openings:** Youth programs is currently hiring for several positions. Site-leader, preschool assistant, and summer camp counselors are all available. These are part and full time positions. If you are interested in applying, visit [Jobs.aspx](#) or call (425) 776-9173.
- **Quarterly Fitness:** Starting right now, Strong by Zumba is happening Monday nights 7:30-8:30 p.m. with Danny Horovitz. This class isn't dance fitness. Instead it's a cardio and conditioning class with elements of kick boxing and is medium to high impact. Staff are brainstorming and preparing new things to keep your fitness classes fresh and interesting this spring. You can drop-in to Strong, Core de Force and any ongoing classes and/or register for the session beginning April 9. To register go to the Craze at www.mltrec.com.
- **Quarterly Dance:** There are amazing teachers giving excellent instruction in Ballet, Tap, Jazz and Hip Hop at the recreation pavilion. Also we have charismatic and expert Ballroom teachers at the Pavilion each week teaching Salsa, and East Coast Swing. To read about these dancers visit our teacher biography page at www.mltrec.com/534/teachers-biographies. If you're an absolute beginner or a veteran who just wants a recreational outlet and to stay in shape we have a place for you. For more information, call (425) 776-9173.
- **ROCKSTARS:** Our newest performing group will be dancing in a production called the Endemic on March 17, 8:00 p.m. at the Historic Everett Theater. This fun event is produced by Kontagious Performing Company and will feature Hip Hop dance with some Jazz, Lyrical and ethnic dance numbers from guest performers like our ROCKSTARS.
- **Mountlake Terrace Garden Club:** The Mountlake Terrace Garden Club is looking for new members to assist in running the club and maintaining a number of entry sites in Mountlake Terrace. The Mountlake Terrace Garden Club is a volunteer based community group that for 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 this spring, they may be contacted at: mltgardenclub@gmail.com
- **Girl Scouts to Continue Trail:** Girl Scout Troop 43752 is working to continue the trail at Matt Hirvela/Bicentennial Park. The troop is working on cookie sales in hopes to complete the

trail started in 2012. The troop is also partnering with the city to apply for a Snohomish County Small Capital Project Partnership (SCPP) grant to complete the paving as well. Work is expected to continue in late April.



POLICE DEPARTMENT UPDATES

| Weekly Activity (February 28 – March 6, 2018) | | | | | | | | |
|---|---------|---------------|---------|------------|-------|------------|----------------|----------------|
| | Reports | Traffic Stops | Arrests | Collisions | DUI’s | Burglaries | Vehicle Thefts | Vehicle Prowls |
| Week | 173 | 360 | 29 | 25 | 2 | 6 | 4 | 16 |
| YTD | 345 | 638 | 68 | 50 | 4 | 14 | 8 | 22 |

**Activity is updated first week of each month*

Significant Incidents

- On February 28, 2018 at 6:45 a.m., patrol responded to Jackson’s for a theft report. The complainant stated at 4:03 a.m., a female entered the store and asked for assistance from the employee. While distracted, a male associated with the female stole approximately \$1260 of lottery scratch tickets. The prize value of these tickets was \$780. The suspects redeemed the tickets at local retailers. Investigation continues.
- On March 1, 2018 at 4:55 a.m., patrol was dispatched to a residence located in the 4700 block of 233rd Street SW for a death investigation. Upon arrival officers located the deceased in the bathroom. The cause of death was an apparent gunshot to the head. Initial investigation indicated the manner to be suicide. Investigation continues.
- On March 1, 2018 at 9:18 a.m., patrol responded to a theft complaint at QFC. The reporting person stated two subjects stole approximately \$1397 in vitamins and dietary supplements. Investigation revealed the same subjects are part of an organized retail theft ring, committing the same crime twice previously in Mountlake Terrace in addition to other locations. Investigation continues.

- On March 1, 2018 at 9:25 a.m., patrol responded to a threats report at Mountlake Terrace High School. Administration stated a student posted pictures of firearms on his social media account; there were no direct threats made. Officers contacted the juvenile's mother and notified her of the investigation. The juvenile was contacted at his grandparents' home in Mountlake Terrace. The guns were confirmed to be toys and he did not provide a clear reason as to why he posted pictures online. Further investigation revealed the juvenile attended Meadowdale High School. Lynnwood Police were notified of the incident.
- On March 1, 2018 at 3:30 p.m., patrol contacted a Mountlake Terrace resident who inquired about renting a house via a Craigslist ad. He completed the application process and sent the subject a damage deposit, in addition to first and last month's rent. After doing so he was unable to contact the subject. Further investigation indicated the subject had no connection to the residence, which was managed by a third party business. Investigation continues.
- On March 1, 2018 at 8:12 p.m., patrol stopped a vehicle in the 4300 block of 212th Street SW. Investigation revealed the subject to have multiple warrants for his arrest. He was arrested and booked at the Snohomish County Jail without incident.
- On March 1, 2018 at 9:03 p.m., patrol stopped a vehicle for a registration violation. Investigation revealed the subject to have a warrant for his arrest. He was arrested and booked at the Lynnwood Jail without incident.
- On March 2, 2018 at 11:51 a.m., patrol responded to 7-11 for an unwanted subject. The complainant stated a subject was in the parking lot going through trash and was screaming at customers. Upon arrival the subject was located. Investigation confirmed no crime had occurred. The subject was trespassed from the property at the request of store management.
- On March 4, 2018 at 9:02 a.m., patrol responded to a residence in the 6300 block of Saint Albion way for an assault. The victim stated she and her boyfriend were fighting over use of a vehicle. She stated she refused to give him the keys due to him being under the influence of marijuana. This angered him and he assaulted her. While attempting to call 911 the suspect took the phone from her in an attempt to prevent contact with police. The suspect was located and arrested without incident. He was booked at the Snohomish County Jail for the crimes.
- On March 4, 2018 at 12:36 p.m., patrol contacted a subject in the 21600 block of 60th Avenue W. She was subsequently arrested for a warrant. During search incident to arrest she was found to be in possession of methamphetamine. The subject was booked at the Snohomish County Jail without incident.
- On March 4, 2018 at 12:36 p.m., patrol responded to a burglary investigation in the 21600 block of 60th Avenue W. The complainant(s) stated their storage units were burglarized and they discovered some of their property in a nearby unit. They stated they suspected a neighbor of the crime(s) due to viewing her frequenting the storage unit where they discovered their property in addition to a recent history of suspicious people and activity in the apartment. Patrol contacted the female and she denied responsibility for the crime, but offered suspect information. Investigation continues.

- On March 4, 2018 at 10:20 p.m., patrol responded to the Studio 6 for a theft report. Upon arrival the complainant stated he and another person were partying and he fell asleep. When he awoke the other person was gone, along with his money and other property. The victim confronted the suspect who implied she needed the money for something relating to her father. Investigation continues.
- On March 5, 2018 at 3:07 a.m., patrol stopped a suspected DUI driver in the 5800 block of 244th Street SW. Initial investigation confirmed the driver was DUI. He was arrested and processed for the crime.
- On March 5, 2018 at 7:13 a.m., patrol responded to the Taluswood Apartments for a theft report. Staff stated the rent drop box was damaged and located an object inside suspected of being used to remove checks. The object consisted of a device with a glue substance tied to a string. Staff indicated they have been noticing a sticky substance on the box for a while. The evidence was collected and processed for prints successfully. Investigation continues.
- On March 5, 2018 at 7:34 a.m., patrol responded to the Taluswood Apartments for a theft report. The complainant(s) stated their vehicles were broken into and miscellaneous property was stolen.
- On March 5, 2018 at 11:05 a.m., patrol responded to the 4300 block of 222nd Street SW for a malicious mischief report. The reporting person said his neighbor (a regular offender) put mashed potatoes in the fuel tank of his vehicle. The victim presented video where the suspect is seen carrying the potatoes and proceeding to deposit them in the fuel tank. The suspect could not be located, and a summons was issued for the crime.
- On March 5, 2018 at 11:35 p.m., patrol attempted to stop a vehicle in the 5600 block of 212th Street SW for an equipment violation. The vehicle failed to yield and began to drive recklessly in an attempt to elude police. Officers discontinued their efforts to detain the driver. Investigation continues.
- On March 6, 2018 at 6:45 a.m., patrol responded to a residence in the 5600 block of 224th Street SW for a death investigation. The investigation indicated the deceased was found by her husband in the morning. The death was unexpected, however nothing suspicious was identified. Initial conclusion indicates the death was likely natural. Investigation continues.
- On March 6, 2018 at 10:13 p.m., patrol responded to a residence in the 23300 block of Cedar Way for an assault. Investigation revealed the two adult brothers began arguing over the Xbox controller and it turned physical. The primary aggressor was identified and arrested for the crime in addition to his DOC escape warrant. He was booked at the Snohomish County Jail for the offenses without incident.

Detective Unit Update

- Cases Assigned
 - 18-3069 Sex Offense
 - 18-3094 Assist Other Agency
 - 18-3121 Theft
 - 18-3186 Death Investigation
 - 18-2616 Fraud
 - 18-3197 Theft
 - 18-3424 Burglary
- Cases Cleared
 - 18-2421 Eluding

Community Outreach & Directed Enforcement

- Officers conducted 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 Evergreen Elementary property.
- Traffic enforcement in school zones and other areas as requested.
- Outreach materials are being distributed when appropriate. Several positive contacts during this period.
- Domestic Violence Coordinator Singson hosted a crime watch meeting at the Mountlake Terrace Library.
- School liaison officers continue to work with school staff for emergency preparedness.
- Participated in two threat assessment meetings, Mountlake Terrace High School and Brier Terrace Middle School.

Code Enforcement Property of the Week

On February 21, 2018, Code Enforcement observed a green Subaru Legacy with an expired license appearing abandoned, parked at 23000 block of 58th Avenue W. Code Enforcement issued a correction notice, and tagged the above vehicle for impound in accordance with MTMC 10.10.230 – (Abandoned vehicles with expired licenses exceeding 30 days expired prohibited), and MTMC 10.10.190 – (Storing vehicles on a public street over 72 consecutive hours prohibited). On February 28, 2018, Code Enforcement returned to the location and noted the vehicle was still unlicensed, and had not been moved. Code Enforcement determined the vehicle to be in violation of parking ordinances, towing was dispatched, and the vehicle was impounded and towed.



Other Items of Interest

- On March 4, 2018 Chief Wilson was a presenter at the 2018 Northwest Law Enforcement Command College held in Vancouver, WA sponsored by the Washington State Criminal Justice Training Commission (WSCJTC) and the Federal Bureau of Investigations. Chief Wilson's presentation was on the history and changes to the State's 40-hour mid-management

training curriculum. As a presenter, the WSCJTC covered Chief Wilson's registration, hotel and per diem to attend the March 8 training session – Ferguson Inside: A View of the Issues that Lead to the Riots, presented by the Former Interim Chief of Ferguson Police.

- On March 4-9, 2018 Sergeant King attended the Northwest Law Enforcement Command College in Vancouver, WA. The purpose of Command College is to assist law enforcement leadership in preparing for challenges that will confront their agencies in the near future. Special emphasis is placed on developments and trends affecting Washington and the Pacific Northwest.
- On February 28, 2018 Officer Froisland and Commander Haynes participated in the Mountlake Terrace High School STEMS project practical exercise. Two students had prepared an application to incorporate real time video and GPS mapping into dispatched emergency calls for first responders.



- On March 2, 2018, Officers Dunmire, Froisland and Shin attended the open house at Masjid Umar al-Farooq.



- Detective oral board interviews were conducted.
- Officer Krahn participated in regional training for the peer support program.

NEWS RELEASES

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

MARK YOUR CALENDARS

- March 21, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 21, 9:00 a.m.-12:00 p.m., Earth Day Park Clean Up, Ballinger Park
- May 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 26-29, AWC Annual Conference, Yakima Convention Center, 10 N 8th Street
- July 3, 3rd of July Family Celebration, Ballinger Park
- July 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 27, 28, 29, Tour de Terrace, Evergreen Playfield
- August 7, 6:00-9:00 p.m., National Night Out, Evergreen Playfield
- August 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 26, 6:00 p.m., Evergreen Awards, Mountlake Terrace Senior Center
- October 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 24, Recreation Pavilion 50th Birthday, Recreation Pavilion
- December 7, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 12, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace