

CITY MANAGER'S WEEKLY UPDATE

November 22, 2019

CITY COUNCIL MEETINGS

The City Council's Work/Study Session scheduled for Thursday, November 28 is cancelled due to the Thanksgiving Holiday.

The City Council's next regular meeting is on **Monday, December 2, 2019 beginning at 7:00 p.m.** in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Swearing in Newly Elected Councilmember Steve Woodard (Position 2); (2) Review of 2020 Legislative Agenda; (3) Approval of Agreement for Wastewater Treatment, Disposal and Conveyance Services for Edmonds Wastewater Treatment Plant; (4) Approval of Interlocal Agreement with Alderwood Water and Wastewater District for Sewer Pipe Lining; (5) Adoption of Business License Code Amendment Ordinance; (6) Adoption of 2020 City Employee Salary Ordinance; (7) Public Hearing and Adoption of Ordinance to Vacate Street Right-of-Way (218th Street SW at 64th Avenue W); and (8) Award of Bid for Civic Campus Redevelopment Projects (Tentative).

The City Council's next Work/Study session is on **Thursday, December 12, 2019 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 Tree Policy Ordinance; (2) Discussion of Diversity, Equity, and Inclusion Commission; (3) Review of Pet Licensing Code Amendment Ordinance and Fee Resolution (4) Review of 2020 Professional Services Contract with the Johnston Group for Federal Lobbying Services; (5) Review of 2020 Professional Services Contract with Gordon Thomas Honeywell Governmental Affairs; (6) Review of City Council Subcommittee Recommendation for Interim Planning Commission Member Appointment; and (7) Quarterly Discussion and Update of City Council Goals.

COMMUNITY MEETINGS AND EVENTS

- **Salary Commission Public Hearing December 4:** The Salary Commission meeting scheduled for Wednesday, November 27 is cancelled due to the Thanksgiving holiday the following day. A public hearing has been scheduled at a special meeting on **Wednesday, December 4, 2019 at 5:00 p.m.** and testimony can be provided via email to cityhall@ci.mlt.wa.us or sent/delivered to City Hall by 4:00 p.m. on December 4 for those who cannot attend the meeting. The Commission is considering adjusting Council salaries from the current \$800 per month to \$900 per month in 2020 for Councilmembers, and from \$1,000 per month to \$1,100 per month in 2020 for the Mayor, and then two percent (2%) per year to 2024. The meeting takes place at the Interim City Council Chambers, 6100 219th Street SW, Suite 220. More information on the Mountlake Terrace Salary Commission is available at www.cityofmlt.com/2036.

- **Tree Lighting Ceremony, Sponsored by Mountlake Terrace Plaza, December 6:** The annual Tree Lighting Ceremony is scheduled to take place on Friday, December 6 at Evergreen Playfield. Thanks to Mountlake Terrace Plaza for sponsoring the event again this year. Additional thanks to the Tour de Terrace volunteers for serving warm drinks and cookies, as well as Santa Claus and South County Fire & Rescue for their participation.

With the anticipated construction of the field turf at Evergreen Playfield next year, the event could move to the Civic Campus in 2020 since the City Hall project should be close to completion by that time. Stay tuned for more updates as further discussion takes place.

- **Coffee with the City, December 11:** Join city officials for a casual conversation and a cup of coffee 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 from 6:00 to 7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Utilities Public Education:** A “Utilities 101” webpage was featured in the October issue of *City Happenings* and another article on the sewer and stormwater rates will be included in the December issue. The webpages include helpful videos, photos of utility facilities and budget information. Additionally, information is being prepared by Public Works and Community Relations and will be included in the next utility billing cycle to explain the new sewer and stormwater rate increases. The city has prepared information to distribute at the front counter at City Hall.
- **Lodging Tax Advisory Committee:** Two applications were received this year for 2020 lodging tax funds – one from Friends of the Arts for the “Arts of the Terrace Juried Art Show” and one from Tour de Terrace. The Lodging Tax Advisory Committee will meet on Tuesday, December 3 to review the applications.
- **Snohomish County Historic Preservation Commission Grants:** The City Clerk is considering ideas to apply for a grant to fund historical displays in the new City Hall. Under consideration are a kiosk for photos, videos and information, enlarged and framed photographs, and a mural or painting of “Historical Mountlake Terrace.” The grant application is due on January 13, 2020.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **City Hall & Police Station Addition:** Six construction bids were opened shortly after 2 p.m. on November 19 for the Civic Campus project. Staff anticipates placing this item on the December 2 City Council agenda for consideration and award of a contract to the lowest responsive and responsible bidder. The City sincerely appreciates the time and effort all companies took to prepare and submit bids.

- **Call for Artists Process:** The City Council approved an agreement with artist CJ Rench on November 18 for the second of two art installations at the Civic Campus.

HUMAN RESOURCES

- **Job Opportunities:** For current job opportunities, please visit the city's website at www.cityofmlt.com/Jobs.aspx. You can also subscribe to job posting notifications to be automatically alerted to the latest career opportunities by clicking on the Notify Me® button [here](#). If you have questions about job opportunities, please contact Human Resources at HRCity@ci.mlt.wa.us or (425)744-6225.

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES



- **City Seeks Input on ADA Transition Plan:** The city is developing an Americans with Disabilities Act (ADA) Self-Assessment and Transition Plan. The city encourages residents to participate in an online survey and comment on the current conditions of the city's accessibility for persons with disabilities. Visit www.cityofmlt.com/2053/ to take the survey. The deadline to complete the survey is January 1, 2020.

More information on the ADA Self-Assessment and Transition Plan is available at www.cityofmlt.com/2053/ or by contacting City Traffic Engineer Marc Seferian at mseferian@ci.mlt.wa.us or (425) 744-6265.

- **Main Street Revitalization Project 56th/236th:** Over the next few months utility companies (Comcast, Wave, Frontier and Snohomish County PUD) will complete their work undergrounding facilities on the project.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Childcare Job Opportunities:** Hiring full-time benefitted Site Leader—Recreation Leader II at Mountlake Terrace Elementary before and after care as well as a part time non-benefitted Recreation Leader I after care at Madrona K-8. Visit www.cityofmlt.com or call (425) 640-3102 for more details.
- **Espresso Special:** Next week, the special at the Recreation Pavilion espresso stand will be an Egnog Mocha. November 25 through December 1 receive \$.25 off a 12oz, \$.50 off a 16oz and \$.75 off a 20oz.
- **Swimming Lessons:** A new session of swimming lessons began this week. Monday/Wednesday lessons began November 18 will run through December 18 and Tuesday/Thursday lessons will run November 19 through December 19. This is the last twice per week session of the year.
- **Pool Schedule:** There are no swimming lessons scheduled November 27 through December 1 during the Thanksgiving Holiday weekend. The pool will be on a special schedule during that

time. The schedule is available online at www.cityofmlt.com/531/. The Pavilion will run on a modified schedule. On Wednesday, November 27, there will be a Special \$3 Recreation Swim from 4:45-6:30 p.m. The 5:30 p.m. Deep Water Fitness is cancelled. The building will close at 7:00 p.m. The Pavilion will be closed on Thursday, November 28 for Thanksgiving Day, then will reopen on Friday at 7:30 a.m. (a late opening). All Friday water fitness classes will meet, and there is a Recreation Swim from 1:15-2:45 p.m. The building will close at 5:00 p.m. Saturday and Sunday will open at the regular opening times and will close at 4:30 p.m. All Recreation Swims will be \$3 Swims during these four days.

- **Adult Sports:** Registration is open for adult winter sport leagues. Men's basketball and co-ed volleyball are available. Winter leagues begin the week of January 6, 2020. Basketball is played on Monday or Wednesday nights. Volleyball is played on Tuesdays. Both leagues run 10 weeks. For more information visit www.mltrec.com/391/Athletics or call (425) 640-3105
- **MLT Dance Academy Winter Dance Concert:** Don't miss this excellent community event! Saturday, December 14, 1:00 p.m. and 3:30 p.m., the Dance Academy students and some of the quarterly adult / teen classes will perform in two different one-hour shows at the Mountlake Terrace High School Theater. A two-show lineup will help make sure everyone gets a seat and has a fun, short, performance-day during this busy time of year. Tickets are \$10 at the door. For more information or placement in the Academy program, contact Dance Director Chloe Davenport at (425) 640-3107.
- **Quarterly Adult / Teen Dance & Fitness Classes Fall Session 2:** You can join our quarterly classes at any time. Ballet I and Ballet II, Tap I and Tap II, Jazz, Salsa & Bachata, Flamenco, Swing & Two Step, are happening in the evenings, Monday through Thursday. Fitness Classes including PiYo, Thai Chi, Therapeutic Stott Pilates, Yoga, and Zumba are convenient, inexpensive ways to take care of yourself here at the Recreation Pavilion. Look for Cardio Kickboxing on Monday nights starting in January. For more information, visit our brochure at www.crazedigital.org.
- **Dance & Fitness Registration for Winter 2020:** Look for the new Craze brochure at www.crazedigital.org starting in the first week of December. Registration for Dance & Fitness programs including second semester of the Dance Academy will begin on December 2. For more information and placement, contact dance and fitness programmer Chloe Davenport (425) 640-3107 cdavenport@ci.mlt.wa.us
- **Non-School Day:** Wednesday, November 27 is a non-school day for Edmonds School District. Children will spend the day playing games and doing holiday crafts. To register call (425) 776-9173.
- **Tree Lighting Ceremony:** Parks, Facilities and Public Works staff are beginning preparations for this year's Tree Lighting Ceremony. Public Works crews will climb the tower to set up and test the well-known tree next week. Volunteers from the Tour de Terrace, the Recreation Park Advisory Commission and the Neighborhood Park Improvement Subcommittee will assist with the event. The Tree Lighting Ceremony is held annually on the first Friday evening December at 6:30 p.m. at Evergreen Playfield, 22205 56th Avenue W. This year it will be held

on December 6. Cocoa, coffee and cookies will be available at the Evergreen Playfield concession stand while local school children sing carols and Santa will make his grand entrance on a Fire Truck!

- **Eagle Projects:** Eagle Candidate Nathan Hjellen has had his project approved. Nathan will be installing a new swing set and borders at Bicentennial Park and has secured donations from the Mountlake Terrace Community Foundation. Nathan expects to complete his project early in 2020. Eagle Candidate Steven Mudaliar has submitted a project as well and is interested in refurbishing all benches and tables at the Ballinger Boat launch. Steven is waiting for final approval and hopes to begin before the end 2019.

POLICE DEPARTMENT UPDATES

Activity Year-to-Date								
	Reports	Traffic Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Month</i>								
<i>YTD</i>	1826	2637	546	217	32	81	49	129

**Activity is updated the first full week of each month*

Weekly Patrol Synopsis

- On November 13, 2019 at 3:45 a.m. officers observed a suspicious vehicle at the QFC parking lot. After a short time the vehicle left the area but did not have its headlights on. An officer attempted to stop the vehicle but it failed to yield, fleeing the area. The officer did not pursue. It was later determined that the occupant of the vehicle had dumped a large amount of suspected stolen mail. The mail was collected and placed into evidence. Investigation is ongoing.
- On November 13, 2019 at 10:30 a.m. officers responded to the 22900 block of 54th Avenue W. for a suspicious circumstance report. The victim was working on a home that her father owns and asked a family member to leave because of the resident's narcotics use. The victim later discovered that bleach was poured onto her vehicle's fuel tank.
- On November 13, 2019 officers responded to the 22800 block of 66th Avenue W. for a report of a hit-and-run. As the victim passed through the intersection a light blue Subaru struck her vehicle causing minor damage before fleeing the area without stopping. No suspect or leads at this time.
- On November 13, 2019 at 4:08 p.m. officers responded to the 4400 block of 222nd Street SW. for a hit-and-run report. The victim vehicle was parked in front of a residence when it was sideswiped by a vehicle that fled the area. There are no suspects or leads at this time.
- On November 13, 2019 a resident found a wallet near Fire Station 19 and turned it into the police.

- On November 14, 2019 at 9:26 a.m. officers responded to the 4300 block of 236th Street SW for a vehicle prowling report. It was reported that several tools were stolen from the victim's vehicle overnight. There are no suspect or leads at this point.
- There was one reported verbal domestic argument this week.
- There were two warrant arrests made this week.
- There was one stolen vehicle reported this week. (5500 block of 244th)
- There were two recovered stolen vehicles this week.
- On November 14, 2019 a notice of violation was issued by code enforcement for junk and debris on a property at the 22500 block of 62nd Avenue W.
- On November 14, 2019 officers responded to the 23800 block of 54th Avenue W. for a mail theft. It was reported by a resident, out for a walk, that she found several pieces of mail scattered about the street. The officer collected the mail and returned it to the owners. No suspects or leads at this point.
- On November 14, 2019 officers responded to the 5000 block of 243th Street SW for a report of a suspicious subject. The resident noticed an unknown person on her security system who was pretending to rake leaves. The suspicious person then walked to the door and attempted to open it. Further investigation revealed that the subject is known to the Lake Forrest Police. Investigation is ongoing.
- On November 14, 2019 officers responded to the 4200 block of 236th Street SW for a vehicle prowling report. It was report that an item was taken from the victim's vehicle overnight. No suspects or leads at this point.
- On November 14, 2019 it was reported that a package that was left on a door step at the 4300 block of 236th St. SW had been stolen. No suspects or leads at this time.
- On November 16, 2019 officers were responding to a vehicle prowling report and contacted two suspects. During the contact officers discovered one of the subjects had drug paraphernalia in plain view. The subject was issued a citation and released.
- On November 16, 2019 officers responded to the 4200 block of 220th Street SW where it was reported that a white GMC truck drove through a front lawn, struck a recycle bin, fire hydrant and street sign. The vehicle then fled the area without stopping. There are no suspects or leads at this time.
- On November 16, 2019 a vehicle collision occurred at the 6600 block of 220th Street SW. Both vehicles stopped and began to exchange information; however, one of the subjects abruptly said he did not have his information and fled the area. A valid license was obtained and the investigation is ongoing.

- On November 17, 2019 officers responded to the 22100 block of 66th Avenue W for a suspicious circumstance. A victim reported that when they returned home they noticed someone had switched their vehicle license plates with stolen ones. There are no suspects or leads.
- On November 17, 2019 at 10:00 p.m. officers responded to assist the Lynnwood Police Department for a hit-and-run. Mountlake Terrace officers located the suspect vehicle at the are of 21900 at 66th Avenue W., stopped it and detained the driver until Lynnwood officers arrived.
- On November 18, 2019 officers responded to the Gene Juarez Academy for a theft report. It was reported that two females were attempting to get haircut appointments but were actually stealing items from the display case. The two females gave their phone numbers and name when attempting to set up the appointments. Upon officers' arrival the females had left without paying for the items taken from the display case. Further investigation positively identified the suspects who were charged for the theft.
- On November 18, 2019 officers responded to the Safeway parking lot for a vehicle prowl. The victim of the prowl left her key fob in her vehicle while shopping and when she returned the fob was missing. The victim had her vehicle towed to her home and was advised to disable the starting mechanism so the thief could not steal her vehicle at a later time.
- On November 19, 2019 a caller stated that he was reviewing his surveillance system and saw a vehicle prowl that occurred on his neighbor's vehicle at the 4100 block of 223rd Street SW. Case has been assigned to detectives.

WEEKLY INVESTIGATIONS UPDATE

Cases assigned

- ID Theft
- Theft/ Felony
- Fraud
- Vehicle Prowl
- Vehicle Prowl
- Fraud
- Trespass
- Welfare Check
- Vehicle Theft

Cases Cleared

- PSP
- Fraud
- Theft
- Theft
- Fraud
- Burglary
- CPS
- Animal Complaint

SIGNIFICANT CASES

- Detectives are working a possible felon in possession of a firearm case where several uncooperative subjects and juvenile runaways are involved.
- Detectives tracked down and arrested a subject who stole a firearm.

OTHER ITEMS OF NOTE

- All detectives have been covering the road as of late.
- Sgt. King is performing an evidence room audit.
- Detective Cronk will be attending an Honor Guard function.
- Detective Zuniga and Sgt. King attended training on financial elder abuse.

COMMUNITY OUTREACH & DIRECTED ENFORCEMENT

The week of November 13 through November 19 was active with officers making several contacts with many citizens. Officers continue to conduct local business and area checks at the following locations: Northern Lights Apartments, Studio 6 Motel, Gateway Plaza, Ballinger Park, Interurban Trail, Veterans Park, Mountlake Terrace Library and the marijuana dispensaries. Below are some highlights of the community contacts that we have made to include contacts with homeless subjects and homeless camps

- Officer Marshall checked in with two businesses in the area to see if any problems were happening and to follow-up with a previous incident.
- Officers Rodgers and Johnson provided a subject with gloves during a nuisance call.
- Officer Rodgers and Johnson provided a subject with a blanket.
- Sgt. Moss spent time at Seattle Junior Hockey Bingo visiting with customers and making sure everything was going okay.
- Officer Nguyen helped a disabled motorist off the roadway.
- Sgt. Moss contacted several homeless subjects in the 7000 block 220th Street SW, and provided them with outreach materials.
- Officers contacted several homeless at a bingo hall and provided them with resources as they were trespassed.
- Officer Marshall spent some time checking the back of the QFC complex because of property crimes in the area and transients loitering there.
- Sgt. Moss and Detective Cronk conducted Honor Guard Duties for the Mill Creek Veterans Day Parade.



CODE ENFORCEMENT PROPERTY OF THE WEEK

Code Enforcement received an anonymous complaint regarding a commercial property located near the 5700 block of 232nd Street SW. Code Enforcement followed up and observed multiple inoperable/junk vehicles in the parking lot in violation of; 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). Code Enforcement will be meeting with the commercial property owner(s) to determine who is responsible for the vehicles, and to facilitate their relicensing, repair and/or removal.



OTHER ITEMS OF INTEREST

- Sergeant King and Evidence Manager McKee attended DNA training at the Criminal Justice Training Commission.
- Detective Cronk received his firearms instructor certification.
- Eight commissioned staff attended a two-day police skills refresher training. This training includes emergency driving, defensive tactics and classroom training regarding a number of important topics.
- Officer Rodgers completed phase two of his field training program.
- Chief Caw gave an offer of employment to an entry level officer candidate. Martin Look starts with the department on December 2.
- Taser certification training continued this week.
- Commissioned staff participated in door breaching training.

NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- November 27, 5:00 p.m., Salary Commission Meeting, Cancelled
- December 4, 5:00 p.m., Salary Commission Public Hearing, Council Chambers
- December 6, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- January 8, 2020, 6:00 p.m., Coffee with the City, Recreation Pavilion
- February 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- March 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 8, 6:00 p.m., Coffee with the City, Recreation Pavilion

- August 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace