

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

October 30, 2015

Members of the City Council
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Council Members:

COUNCIL MEETINGS

The City Council's next regular meeting is scheduled for **Monday, November 2, 2015** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: (1) Adoption of 2016 Legislative Agenda, and (2) Website Redesign Update.

The City Council's next work/study session is scheduled for **Thursday, November 12, 2015** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: (1) Review of Mid-Biennial Budget Modifications (Tentative), (2) Review of 2016-2021 Transportation Improvement Program (TIP) Ordinance, (3) Review of Revenue Sources Including 2016 Property Tax, (a) Substantial Need Resolution for General Operating Levy, and Emergency Medical Services Levy, (b) General Operating Property Tax Levy Resolution, (c) Emergency Medical Services Levy Resolution and (d) 2016 Property Tax Ordinance and (5) Review of Six Year Financial Forecast (Tentative).

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City:** Residents, business owners and others from the community are invited to attend and ask questions or have a casual conversation with city officials. Feel free to drop in and enjoy a cup of coffee and 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, November 4, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

ADMINISTRATIVE SERVICES

- **Emailed Invoices/Statements Accepted:** The City of Mountlake Terrace is now accepting emailed invoices/statements from city vendors. If you do business with the city, you may now send your invoices to AP@ci.mlt.wa.us. If you have any questions please call 425-744-6218 or 425-744-6209.
- **Passport Fraud Training:** City personnel are attending training for Passport Fraud during the month of November.
- **Wellness Program:** The city will be implementing a Wellness Program beginning January 2016. If successful in meeting certain criteria, the city will be eligible for a discount in

medical insurance costs beginning in 2017, which could mean approximately \$40,000 in annual savings.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** During the week of November 2, the contractor will be working on landscaping, fencing and striping. The free right turn from westbound 236th Street SW to northbound 65th Place W is closed as a new signal is being constructed at the intersection. Drivers need to proceed to the intersection and then make a right turn. Expect lane closures but no detours on 228th Street SW/Lakeview Drive/236th Street SW from the Interurban Trail to I-5. On-street parking restrictions are in place for Monday-Thursday. Normal work hours are 7:00 a.m. to 6:00 p.m., Monday-Thursday. Expect delays. Use of alternate routes is recommended.
- **North Side Water Main Improvements:** During the week of November 2, work will continue on 216th Street SW with tie-ins and service connections. The contractor will start on the west side of 66th and work eastward. Expect delays. At times there will be a uniformed officer directing traffic at the 216th/66th intersection while the traffic signal is in red flash mode. Use of alternate routes is recommended. On-street parking will be restricted during construction. Expect to be towed if you are parked in a No Parking zone. Normal work hours are 7:00 a.m. to 5:00 p.m., Monday-Friday. This project is expected to be completed this fall.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds continues construction of an extension of 228th Street SW from 76th Avenue W to SR99. This project will include new traffic signals at SR99/228th and at 76th/228th, and will also include reconstructing 228th Street/Lakeview Drive from 73rd Place W to the Ballinger Playfields. Edmonds' contractor is expected to be working in the City of Mountlake Terrace portions of the project through the fall. The majority of the work in Mountlake Terrace has been completed, but there is still some minor cleanup to be performed. Expect lane closures on 228th Street SW/Lakeview Drive in this area. Typical work hours will be Monday-Friday from 7:00 a.m. to 5:00 p.m. Expect longer delays during the construction activity. Motorists should consider using alternate routes. Residential, pedestrian, and business access will remain open throughout the project.
- **227th Street SW Sidewalk Improvements (56th to 58th):** This project will construct curb, gutter and sidewalk on the south side of 227th Street SW between 56th and 58th Avenue W. This project includes ADA ramps, a planter strip, and roadway and drainage improvements on the south side of the roadway. The project is being advertised and bid opening is scheduled for mid-November. Construction is expected to begin this winter and be complete in early 2016.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Swimming Lessons:** The second session of weekend swimming lessons begins this Friday, Saturday, and Sunday. Lessons are filling up, but there is still space to get into some classes. Registration will stay open until the third lesson. This session will run through December 18, 19 and 20. No lessons will be held during Thanksgiving weekend.

- **Dog Obedience:** A new session of Basic Dog Obedience begins on Monday, November 2 for dogs five months and over. Commands taught in this class include: walking on a leash, sit, down, stand, stay and come. Behavior problems and proper equipment are discussed. Dogs must have current DHLPP, Corona, and rabies shots. For the first night, bring the dog on a six-foot leash, rug and treats for dogs. Classes meet from 7:30 to 8:30 p.m. at the Pavilion. This class goes until December 14. There is still room available to register. Fees are \$85 for Mountlake Terrace residents or \$90 for non-residents.
- **Thanksgiving Weekend Swim Schedule:** The pool and facility schedule for November 25-29 is currently online and available in the lobby of the pavilion. The Recreation Pavilion will be closed on Thanksgiving, November 26 and will be running on a modified schedule the rest of the weekend. No swimming lessons are scheduled during this time. Visit the Recreation web page <http://www.cityofmlt.com/cityServices/recreation/indoorPool/swimSchedule.htm>.
- **Weekly Espresso Special:** The Recreation Pavilion's espresso stand is offering a delicious fall special next week. November 1-7 come by and get \$.50 off a 16oz Pumpkin Spice Chai!
- **Hazard Tree Removal:** Park Services is working with a contractor to remove hazard trees at Matt Hirvela/Bicentennial Park. The trees in question are dead or dying and need to be removed for the safety of park patrons. The park will be closed for two weeks during the removal process.
- **Help Wanted in Recreation!** Recreation positions currently available and posted on the website at <http://www.cityofmlt.com/cityServices/humanResources/currentJobs.htm> include:
Lifeguard (part time)
Swim Instructor (part time)
Before or After School Assistant
Preschool Assistant (part time)
Children's Dance Instructor (part time)
Zumba Instructor
- **Adult Sports Leagues:** Fall leagues have begun. Registration for winter leagues will begin November 16. Volleyball and basketball are available in winter. For more information, contact Kevin Witte at (425) 640-3105 or kwitte@ci.mlt.wa.us.
- **Kidz Love Soccer:** Kidz Love Soccer runs an acclaimed soccer program that lets kids have fun and learn important skills at the same time. This program emphasizes sportsmanship, effort, learning and most of all fun for all ages! Fall Sessions are underway. New sessions begin on November 1. Call (425) 776-9173 x 0 to register or for more information.
- **Racquetball Tournament:** Players from around the area will compete in this one-day racquetball tournament. The tournament will be held Saturday, December 5. Registration is open! Deadline is Monday, November 30. For more information, or to register, call (425) 776-9173x0
- **Fitness and Dance for Adults:** We are offering some great fitness opportunities. Expecting mothers can join our "Fit 4 Baby" classes and get ready for all the excitement that childbirth and new babies bring while making friends. Also don't miss our new PiYo workout, a Pilates

and Yoga based workout to music. Other classes include Tai Chi, Yoga, Turbokick, Boot Camp, and Stretch & Tone. We also offer great fun and fitness with dance. Dance classes for teens and adults include East Coast Swing, Ballet, Tap, and the ever-popular Zumba!

- **Mountlake Terrace Dance Academy:** The school year is underway with solid Ballet, Hip Hop, Irish Step and Tap programs. We are still taking registration. It's not too late to join us. We'll have our first stage performance on December 12 at the Mountlake Terrace High School Theater. Times will be announced in early November. We are currently seeking a charismatic jazz and musical theater instructor to add to our team of teachers.
- **Yoga and Dance for kids:** We offer energetic quarterly classes to toddlers and preschoolers. Parent/Toddler dance is for parents with kids 18 months to three years old, Family Yoga for ages 2-7 with their favorite adult, Creative Dance and Creative Pre-Ballet for preschoolers and half-day Kindergartners.
- **WRPA Business School:** Director Jeff Betz and Supervisor Renee Norton attended WRPA Business School last Thursday and attended sessions on resolving and preventing workplace conflicts, performance management basics and the new digital age and marketing.
- **New Arts Advisory Commission Liaison:** Supervisor Renee Norton is the new liaison for the Arts Advisory Commission. She attended her first meeting on October 20, 2015.
- **Rubber Ducks:** The Recreation Pavilion has sold 188 rubber ducks so far in the month of October. We carry many varieties, from Halloween themed ducks to rock star ducks to cat ducks. We have even had Mountlake Terrace police officers come in and request police ducks.

POLICE DEPARTMENT UPDATES

(October 21, 2015 to October 27, 2015)

Weekly activity numbers are unavailable this week due to the New World transition.

Significant Incident:

- On 10/22/2015 at 7:32 p.m., Mountlake Terrace Patrols were dispatched to a disturbance between two customers in the Albertsons (4300 212th Street SW) parking lot. One of the involved parties, a white male in his twenties wearing a grey hooded sweatshirt, pulled out a black revolver handgun and pointed it at the other customer. The male who pointed the handgun then entered his vehicle, a black Nissan Sentry, and fled the area. An extensive search for the vehicle was conducted with negative results.

Detective Unit Update:

Cases assigned

- 11- Assault
- 2- Thefts
- 1- Harassment
- 1- VUCSA

Cases cleared:

- Robbery
- Burglary at Red Dragon Casino: The suspect left a beverage at the victim business, which was collected and forwarded to the Washington State Crime Lab for testing. The results of the testing confirmed a match of a named subject who was located in a local jail. The subject was later booked for commercial burglary.
- Fraud: The suspect was selling magazine subscriptions under the pretense of charity work for the Armed Forces. This was identified as a fraudulent scheme. The suspect was charged for theft.
- Theft: The suspects stole several bottles of liquor from the Albertsons Grocery Store. The suspects were identified following a bulletin being disseminated locally. The suspects were charged with theft.
- VUCSA: Warrants served on several bags brought in by Mountlake Terrace Patrol Officers. Narcotics, paraphernalia, and evidence of narcotics sales were located. In addition, a moderate sum of money was seized. Narcotics related charges were forwarded to the Snohomish County Prosecutors Office.
- Assault: A construction flagger was run over by DUI suspect. Follow-up investigation was completed, which allowed the prosecutor to charge the suspect.

Directive Enforcement:

- Patrol emphasis continues at Studio 6 Motel.

Code Enforcement Property of the Week:

- On 9/9/2015, Mountlake Terrace Code Enforcement received a complaint involving a property located near the 5800 block of 225th Place SW that had accumulations of debris, trash and household items located on the front lawn. Mountlake Terrace Code Enforcement documented the violations with photos, and issued a Notice of Violation to the property owner(s) in accordance with; 8.15.040.I – (Debris and trash accumulations of broken or neglected items), and 8.15.040.H.1 – (All broken or discarded household furniture, furnishings not in an approved enclosed structure). On 10/1/2015, Mountlake Terrace Code Enforcement inspected the property and noted all debris, trash and household items had been removed.





Other Items of Interest

- On October 27, 2015, New World was **successfully** implemented countywide with very few issues. The issues that did arise were quickly corrected by on-site New World Software Representatives and SnoCom and/or SnoPac software technicians.

NEWS RELEASES

The following news releases issued this week can be found [here](#):

- Join the Conversation Coffee with the City November 4, 6 p.m.
- Time to Prepare for Emergencies
- Street Sweeping Helps Keep Storm Drains Clear
- Lodging Tax Grants Available
- Costume Carnival Hip-Hopping Success
- Statistics Continue to Show Low Crime Rates
- Council Reviews Recreation and Parks Master Plan

MARK YOUR CALENDARS

- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 4, 6:30 p.m., Tree Lighting, Evergreen Playfield Complex
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- Snohomish County Cities Dinner Dates (*No meeting December*)
 - November 19 – Location TBD

Sincerely,

SCOTT HUGILL
Interim City Manager
City of Mountlake Terrace