

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

May 26, 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 work/study session is scheduled for **Thursday, June 1, 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) Introduction of Snohomish Health District Interim Administrator Jeff Ketchel; (2) Review of PUD Switch Vault Agreement; (3) Review Comprehensive Plan Amendments; (4) Review of Resolution Regarding Property Acquisition Administrative Settlement Agreements for Main Street Revitalization Project Phase I; and (5) Discuss City Manager Performance Review Process.

The City Council's next meeting is on **Monday, June 5, 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) Swearing in of New Police Officer Eugene Shin; (2) Recognition of Sergeant Matthew Porter's Promotion; (3) Approval of Switch Vault Agreement; (4) Adoption of Resolution Regarding Property Acquisition Administrative Settlement Agreements for Main Street Revitalization Project Phase I; (5) Approval of Agreement with Snohomish County for Matt Hirvela Bicentennial Park Grant; (6) Recommendation from City Hall Advisory Committee; and (7) Introduction of MCI Franchise Agreement Ordinance.

### **COMMUNITY MEETINGS AND EVENTS**

- **Coffee with the City:** Join City Officials for a casual conversation and a cup of coffee. Residents, business owners and others from the community are invited 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 228<sup>th</sup> Street SW on Wednesday, June 14 from 6:00-7:00 p.m. in the Jungle Room.

### **CITY CLERK AND COMMUNITY RELATIONS UPDATES**

- **City Hall Advisory Committee Update:** The next Community meeting is an open house on June 5, from 6:00-7:00 p.m. at Interim City Hall. The open house will be followed by the Committee's recommendation to the City Council as part of the Council meeting.

The third community meeting was held Wednesday, May 10 at Cedar Way Elementary School to present the City Hall Advisory Committee's latest work. A reduced "base model" City Hall of 19,210 SF with a cost estimate of about \$11.6 million was introduced. The previous "base model" presented at the April 20 meeting was estimated at about \$12.8 million and the Committee reduced that proposal by nearly 10 percent at their May 4 meeting. Those reductions included eliminating 552 SF of meeting space, the LEED silver certification, and a recommendation for the city to fund a future gathering space, which reduced the cost per square foot of construction. The Committee also recommended the city look for ways to fund a future remodel of the Police Station.

Also at their May 4 meeting, the Committee moved forward a separate option that would add about 3,100 square feet of space for the Police Department. The cost estimate for the City Hall and added space for the Police Department is about \$13.4 million. The "base model" City Hall would cost 25.4¢ per \$1,000 assessed value (AV) and the "base model" with space for the Police Department option would cost a 29.3¢ per \$1,000 AV.

The Committee is seeking feedback from the public on both proposals along with the idea of recommending to the City Council that two propositions be placed on the November ballot. The latter idea was developed in response to residents who expressed that they would like a City Hall considered separately from added space at the Police Station. Under this scenario, the first proposition would be for a stand-alone City Hall to address the financial challenge of only having four years of levy revenue to continue renting. The second proposition could be contingent upon the City Hall measure passing since the Police Department currently has a building even though it is aging and has insufficient space.

Also at the May 10 event, ARC Architects presented preliminary layouts for City Hall in follow up from input provided at the April 20 community meeting. The concepts included two stand-alone City Hall layouts and one with City Hall attached to the Police Station. The concepts also showed onsite parking and vehicle traffic circulation. The Committee members and city staff responded to a variety of questions about project costs and components, financing, space needs, property taxes, and ballot language.

An online comment form is available on the City Hall Advisory Committee webpage at [www.cityofmlt.com/1899](http://www.cityofmlt.com/1899). The city encourages everyone to participate. Regular project updates continue to be posted. For more information, please email [cityhall2017@ci.mlt.wa.us](mailto:cityhall2017@ci.mlt.wa.us) or call Community Relations Director Virginia Olsen at (425) 744-6206.

## **ENGINEERING & PUBLIC WORKS UPDATES**

- **Crosswalk Improvements:** Parts have been ordered to install a Rectangular Rapid Flash Beacon (RRFB) for enhanced crosswalk notification for the existing crosswalk located at 220<sup>th</sup> / 44<sup>th</sup>. The existing crosswalk spans four lanes on 44<sup>th</sup> with a pushbutton that activates flashing on the perimeter of the crosswalk sign. As this sign routinely malfunctions and parts are no longer made for it, an RRFB was determined to be the best option to increase pedestrian safety. The installation will use a combination of existing and new parts to minimize cost.



- **Sound Transit:** Staff along with the City Attorney have been working with Sound Transit on finalizing a Transit Way Agreement that will allow their facility to be in City right-of-way (ROW) where applicable. As the majority of the project is within WSDOT ROW or private property, this will apply to only a small portion of Mountlake Terrace ROW. As Sound Transit plans on starting early construction work in spring of 2018, staff will be working with Sound Transit on modifying the existing staffing agreement to provide for funding of necessary inspection and or engineering oversight during the duration of construction.
- **Streets Maintenance:** With the addition of two seasonal employees, the streets division has begun routine mowing of City ROW. With the extended rainy season and sudden change in weather, vegetation is growing at a rapid rate. Crews have been very responsive to citizen requests for vegetation control and receiving positive feedback.

### **COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **Sound Transit Light Rail Open House in Mountlake Terrace:** Sound Transit will be holding an Open House on the planned light rail station over 236<sup>th</sup> Street SW at the existing Transit Center. The open house will be held Wednesday, June 28, 6:00-8:00 p.m. at the Nile Shrine Country Club, 6601 244<sup>th</sup> Street SW. A brief presentation starts at 6:10 p.m.

The open house is an opportunity to see the latest images of the City's future light rail station and corridor designs and learn about public art at the station. An artist, Kipp Kobayashi, has been selected to create the station art. Residents, commuters, neighbors, and business owners are encouraged to attend the meeting, to ask questions and give community feedback on the station design and public art.

- **“Meet the Artist” Tentative Date Thursday, June 1:** The City of Mountlake Terrace plans to host a “Meet the Artist” event on Thursday, June 1 from 6:00-7:00 p.m. at the Interim City Hall Council Chambers, 6100 219<sup>th</sup> Street SW, Suite 220 (pending confirmation of availability). Artist Kipp Kobayashi has been selected to create the public art for the city's Sound Transit Light Rail Station.
- **Terrace at Park West:** The “Terrace at Park West” developer has submitted the Preliminary Fee Simple Unit Lot Subdivision for the site at 23713 48<sup>th</sup> Avenue W. They currently have site plan approval and have begun the civil site work. The building permits are currently in review to build five buildings containing 27 townhomes. Once the completeness review is done the applicant will receive a notice of application and the public comment period will begin.
- **Development Permit Activity Report:** Permit information is available and searchable on the [City's website](#).

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

- **Espresso Special:** Next week's espresso special will be another staff favorite! Come to the Recreation Pavilion from May 29-June 4 and receive \$.50 off Jeff's Raspberry Mocha! Iced or hot, receive \$.50 off a 16oz!

- **Memorial Day Schedule:** May 26-29 the Recreation Pavilion will be on a modified schedule. Swimming lessons are not scheduled Friday through Monday. Extra Recreation swims have been added in the morning from 11:30 a.m.-1:00 p.m. on Saturday and Sunday as well as a \$3 Happy Hour Recreation Swim from 4:00-5:00 p.m. The complete schedule is available online at: <http://www.cityofmlt.com/531/Pool-Schedule>. The Pavilion will be closed on Monday, May 29 in observance of the Memorial Day Holiday. For more information, contact Recreation Pavilion at (425) 776-9173.
- **Lifeguard Expo:** On Friday, June 3, there will be a Lifeguard Expo from 4:45-6:00 p.m. This swim is free and is limited to the first 100 participants! Come play in our recreation swim and see the lifeguards in action! Lifeguards will be practicing real-time rescues & emergency scenarios. Swim may be interrupted briefly for major emergency scenarios. For more information, contact the Recreation Pavilion at (425) 776-9173.
- **Verdant Grant Award:** Mountlake Terrace Recreation & Parks Youth Programs were recommended by the program committee of the Verdant Health Commission Board to be awarded a \$10,000 grant out of the Childhood Obesity Prevention Initiative. The Kids Krew, Preschool and Jr Kids Krew Programs would be altering their curriculum and schedules to increase children's knowledge of healthy eating and living and get them more active. The grant would fund curriculum and equipment needed for the program.
- **Hazel Miller Grant Award:** Mountlake Terrace Recreation & Parks Youth and Aquatics programs were awarded a \$10,500 grant from the Hazel Miller Foundation to purchase supplies for the youth and aquatics programs. The grant will be used to purchase needed supplies and equipment that will allow the programs to continue to offer high quality services to the community.
- **Summer Adult Softball:** Summer softball registration closes May 30! Leagues are filling quickly. Thursday Men's E and E-Rec is full. Games are played Sunday-Friday. Men's, women's, and co-ed are available. All games are double headers. For more information, or to register, call (425) 776-9173 x0.
- **Dance Recital, June 10:** Mountlake Terrace Dance Academy is presenting "20<sup>th</sup> Century Music," a yearend dance recital, Saturday, June 10. The first show begins at 11:00 p.m. and the second at 4:30 p.m. at the Mountlake Terrace High School Theater located at 21801 44<sup>th</sup> Avenue W. Journey through Music of the 20<sup>th</sup> Century starting with the famous Charleston, and continue through each decade, ending with some of our favorite current dance music. Nostalgic costumes and famous music are prepared to showcase what the students have learned and keep the audience entertained. Dancers of all ages are performing a variety of styles including Ballet, Hip Hop, Tap, Jazz, Swing and Flamenco. The performers are part of our great community of dancers at the Mountlake Terrace Dance Academy housed at our city's Recreation Pavilion. This is a family friendly two-hour event with an intermission. Come experience the fantastic, hard work and bravery of the dancers and their instructors while being thoroughly entertained. Tickets are on sale for \$12 through [www.brownpapertickets.com](http://www.brownpapertickets.com), search "MLT Dance". Tickets will also be available for one hour before each show at the Mountlake Terrace High School Theater.

- **Summer Dance Camps:** We have dance camps this summer for ages 3-19. All styles are offered including Jazz, Ballet, Hip Hop, Creative Dance and even cheer. View the schedule online at [www.crazedigital.org](http://www.crazedigital.org).
- **Summer Weekly Dance Classes:** Children’s Tap, Ballet, Jazz and Hip Hop, Teen Adult Ballet and Tap, plus multiple Ballroom styles are happening this summer and you can register now. Summer Session runs July 10-August 24.
- **Spring and Summer Fitness:** Give yourself a workout schedule that will help you spring to life with the season. Classes like Yoga, Tai Chi, and Zumba are ongoing through the spring and into summer. You can register for a session, or pay a drop in anytime.
- **Snohomish County Grant Awarded:** City staff worked with local Girl Scout Troop 43752 to submit a grant application to Snohomish County for a Small Capital Projects Partnership Grant (SCPP) to continue a trail project at Matt Hirvela Bicentennial Park (4105 222<sup>nd</sup> Street SW). The grant has a cap of \$5,000 and is for small projects in Snohomish County. In May staff was notified that the groups were awarded \$5,000 for the next phase of this project.
- **Girl Scouts and Cub Scouts Continue Projects at Bicentennial Park:** Girl Scout Troop 43752 and Cub Scout Pack 76 have decided on their service projects for 2017. The two groups are working together to extend the pathway project at Matt Hirvela Bicentennial Park in conjunction with the SCPP Grant awarded. The troops intend to begin work on June 3.
- **The Mountlake Terrace Garden Club to Plant Entry Sites:** The Mountlake Terrace Garden Club will be cleaning and preparing seven entry sites throughout the city and intend on planting each site beginning on Friday June 2. The Garden Club is a volunteer group that raises funds to pay for the plants and volunteers time to plant and maintain several sites throughout the city. If you have an interest in joining the Garden Club, please visit <http://www.mltgardenclub.com/> for more information.
- **Local Business to Hold Second Annual Volunteer Effort:** Park Staff has been contacted by local business Crystal Commerce to schedule an employee volunteer effort in the Mountlake Terrace Park System. Last year the Mountlake Terrace Business held a volunteer effort of approximately 15-20 Crystal Commerce Employees who worked on trails and along the creek bed at Ballinger Park. Crystal Commerce staff has expressed an interest continuing the effort and will be working with staff to put together a project for later in the summer.

**POLICE DEPARTMENT UPDATES**

| Weekly Activity May 17 - 23, 2017 |         |         |         |            |       |            |                |                |
|-----------------------------------|---------|---------|---------|------------|-------|------------|----------------|----------------|
|                                   | Reports | T-Stops | Arrests | Collisions | DUI’s | Burglaries | Vehicle Thefts | Vehicle Prowls |
| <b>Week</b>                       | 44      | 57      | 6       | 7          | 1     | 4          | 2              | 5              |
| <b>YTD</b>                        | 804     | 917     | 149     | 91         | 17    | 43         | 30             | 51             |

### Significant Incidents

- On May 18, 2017 at 3:15 a.m., Mountlake Terrace Patrol responded to 21600 block of 66<sup>th</sup> Avenue W for a possible vehicle prowling in progress. Upon arrival, the associated suspect vehicle was found leaving the area. Officers on scene determined that a work trailer had been broken into. The vehicle was stopped at the 22000 block of 66<sup>th</sup> Avenue W. Upon stopping the vehicle, the male passenger was recognized as a subject who had a misdemeanor warrant. The passenger opened the door and fled west on 221<sup>st</sup> Place and ran into the back yard in the 6600 block 221<sup>st</sup> Place W. Officers searched the back yard for the male. He was eventually located hiding under shrubs in the back yard. During a search incident to the arrest of the male, methamphetamine was located in his jacket pocket. The male subject was booked into the Snohomish County Jail for his warrant, possession of methamphetamine and vehicle prowling 2<sup>nd</sup> degree.
- On May 20, 2017 at 9:05 a.m., Mountlake Terrace Officers responded to the 24000 block of 48<sup>th</sup> Avenue W for an accident involving a motorcycle. Witnesses were able to describe the driver of the motorcycle, his erratic driving, loss of control and hostile demeanor. Officers located the suspect in the area and determined he was intoxicated. The suspect was immediately hostile towards the officers and had to be physically detained as officers questioned him about the collision. The driver was eventually arrested for DUI and obstructing the officers in their investigation. The suspect refused all DUI testing and had to be taken to the Snohomish County Jail for booking. A warrant was written to draw the suspect's blood for processing. The warrant was served, blood was obtained and the suspect was booked into the jail.
- On May 20, 2017 at 4:14 p.m., Mountlake Terrace Patrol Officers assisted a resident who had locked herself out of her second story apartment. The resident was stranded on the balcony and an officer had to climb a ladder to an unlocked upper window to gain entry.
- On May 23, 2017 at 11:37 p.m., officers responded to a domestic dispute at the condominium complex in the 22100 block of 66<sup>th</sup> Avenue West for a domestic dispute. Officers found a 31-year-old male outside his building. The male told officers he came home after dropping his daughter off and when he tried unlocking the door his 21-year-old girlfriend was inside keeping the door from being unlocked. After repeated attempts to speak with the girlfriend, officers were able to get in the back door. The girlfriend denied locking her boyfriend out or that there was any dispute. During the investigative process, she was found to have a DUI warrant for \$5000 out of Seattle PD. She was arrested and turned over to an SPD officer at 145<sup>th</sup> and Aurora Avenue.

### Detective Unit Update

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| <ul style="list-style-type: none"> <li>• <b>Cases Assigned</b> <ul style="list-style-type: none"> <li>○ 17-6331 Malicious Mischief</li> <li>○ 17-6347 Assault Felony</li> <li>○ 17-6829 Malicious Mischief</li> <li>○ 17-6922 Theft Misdemeanor</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• <b>Cases Cleared</b> <ul style="list-style-type: none"> <li>○ 17-2333 Death Investigation</li> <li>○ 17-3952 Fraud</li> <li>○ 17-6651 Runaway</li> <li>○ 17-3326 Vehicle Prowl</li> </ul> </li> </ul> |
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### Community Outreach & Directed Enforcement

- Officers continue to visit their assigned schools.



- Officers emphasized local business and area checks at the following locations: Studio 6 Motel (Gateway Plaza), Ballinger Park Rest Rooms, Interurban Trail, Boat Ramp, Mountlake Terrace High School, Park and Ride lot, the laundry room and parking lot of the Northern Lights Apartments, Taluswood Apartments, Markland Woods Apartments, Greenview Apartments, and the old Evergreen School site.
- Officers continue foot patrol in undeveloped areas of the city looking for homeless encampments. Officers worked with the owners of the property around the Red Dragon to facilitate cleanup of abandoned camps in the area and garbage in the overflow parking area. UPDATE: The Red Dragon brought in a large dumpster and is actively cleaning up their property.
- Sergeant Pickard met with the current owner of the old Evergreen Elementary property and walked through the area with him discussing several homeless sites.

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

On May 1, 2017, Code Enforcement was contacted by Police Command Staff regarding the condition of property effected by homeless encampments near the 21900 block of Highway 99. Code Enforcement accompanied by Patrol followed up with the General Manager of the adjacent properties. They agreed to organize a cleanup of the property in the wooded area adjacent to their business. This involves contracting a commercial dumpster, removing large amounts of encampment debris, pressure washing commercial parking lots, restriping lots, brush and tree limb removal, and posting additional no trespassing signs.

Code Enforcement coordinated with Parks and Public Works to facilitate access to the Interurban Trail for commercial dumpster access to the site. Cleanup of the site began on May 22, 2017, and will continue until the site is free of encampment debris.



**Other Items of Interest**

- Chief Wilson met with other Law Enforcement leaders at the Spring Training Conference of the Washington State Sheriffs and Police Chiefs (WASPC) in Spokane this week.
- Detective Hatchel has joined the investigations unit.
- Detective Sergeant Lowe has begun a background investigation for a certified entry police officer.
- Sergeant Burkett and Detective Froisland presented a new bike, helmet and bike lock to a third grade student at MLT Elementary after the student's bike was stolen.

**NEWS RELEASES**

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

**MARK YOUR CALENDARS**

- June 5, 6:00 p.m., City Hall Advisory Committee Open House, Council Chambers
- June 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 20-23, AWC Annual Conference, Vancouver
- June 28, 6:00-8:00 p.m., Sound Transit Link Light Rail Open House, Nile Shrine Country Club
- July 3, 3:00 p.m., 3<sup>rd</sup> of July Family Celebration, Ballinger Park
- July 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- July 28, 29, and 30, Tour de Terrace, Evergreen Playfield
- August 1, 6:00 p.m., National Night Out, Evergreen Playfield
- August 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 13, 6:30 p.m., Annual Evergreen Awards, Ballinger Clubhouse
- September 20, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 22, 7:00 p.m., Arts of the Terrace Awards Reception, MLT Library
- October 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- 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, 6:00 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 13, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager  
City of Mountlake Terrace