

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

October 27, 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, November 2, 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 City Department Performance Measures for January-June 2017 (Administrative Services, and City Council/City Manager/Community Relations); (2) Presentation by City Attorney (Public Records Act and Council Protocols); and (3) Review of Interlocal Agreement for SNOCOM/SNOPAC Consolidation.

The City Council's next meeting is on **Monday, November 6, 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) Update from Edmonds School District Superintendent Dr. Kristine McDuffy; (2) Approval of Interlocal Agreement for SNOCOM/SNOPAC Consolidation; (3) Approval to Submit Application for 2018 Community Development Block Grant (CDBG); and (4) Public Hearing and Adoption of Ordinance to Amend Final Plat Review Process.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Proposition No. 1:** The Police Chief and City Manager continued to provide informational presentations for Proposition 1 this week: Tuesday night at Ballinger Clubhouse and a community meeting at the Cedar Way Elementary on Thursday night.

In addition to the [informational video](#) posted three weeks ago, *City Happenings* newsletter and postcard mailing, our Community Relations Division has taken great steps to get the word out about the community meetings and finding information about the proposal. The meetings have also been announced via the Pavilion's electronic sign, a poster in the library lobby, the cover photo on the city's Facebook page, flyers distributed around the city, social media posts, a news release, website announcements, and on the printed PowerPoints handed out at the meetings.

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. If approved, the cost of the levy in the first year of the bond is anticipated to be \$0.27 per \$1,000 of assessed value. If a home is valued by the county at \$300,000, the cost would be about \$81 the first year. As new development in the city occurs and the current rent payments go away, the cost will go down more.

The city has been renting Interim City Hall since 2009 at a cost of over \$400,000 per year. Three previous bond measures did not reach the 60 percent required by state law for passage. The City Hall Advisory Committee, comprised of nine residents, worked with the community on a recommendation for the City Council that they felt the community would support. Previous proposals for \$25 million received 53 percent (in 2013), 57 percent (in 2012) and a \$37.5 million proposal (in 2010) received 47 percent of the vote.

Proposition 1 is on the November 7 General Election ballot. Snohomish County Elections mailed ballots and the voter pamphlets on October 18.

- **New Ballot Drop Box:** After years on the waiting list pending funding, Snohomish County Elections has provided a ballot drop box in the City of Mountlake Terrace! Installed in early September, the new ballot drop off box is located at the Civic Campus property located at the northeast corner of 232nd Street SW and 58th Avenue W. It is accessible to those walking or driving. Those wishing to drop off ballots in vehicles, please enter the Civic Campus from 58th Avenue W, make the first right turn into the parking lot of the former City Hall, deposit your ballot in the drop box on the left, and exit onto 232nd Street SW.

Traffic can build up at ballot drop boxes as election dates approach and especially on election date deadlines. The next election date is November 7 so please note that there could be congestion in this area and waiting times to use the drop box.

- **Trunk or Treat:** The Mountlake Terrace Business Association is hosting "Trunk or Treat" on Halloween from 5-7 p.m. The event is located in the parking lot near the Espresso Break drive through coffee stand on 56th Avenue. The Business Association provides the event as a safe zone for kids to trick or treat with candy distributed from decorated trunks of vehicles. The City of Mountlake Terrace will participate with two vehicles and we are coordinating with South Snohomish County Fire and Rescue. Thanks to the Mountlake Terrace Business Association for sponsoring this event for our community.
- **Tree Lighting Ceremony:** Plans are underway for the Tree Lighting Ceremony that will be held Friday, December 1 at 6:30 p.m. Thank you to Vineyard Park for stepping up again to provide the funding for this event held each year at Evergreen Playfield. Also thanks to the Tour de Terrace organization for providing the volunteer labor for this event and leading it for 35 years!
- **Lodging Tax Grants Available:** The city has \$25,000 in lodging tax funds available to qualified applicants for projects and events that promote tourism in 2018. Lodging tax funds come from the taxes collected from the Studio 6 Hotel located in Mountlake Terrace. Lodging tax funds must be used for marketing or operation of special events and festivals designed to attract tourists. They may also support the operation of tourism-related facilities owned or operated by nonprofit organizations according to law.

The program or event should have the potential to increase overnight visits to the city's hotel and/or create a positive economic impact. These funds have helped support events such as 3rd of July Fireworks, Tour de Terrace and Arts of the Terrace. You may download an [application](#) from the city's website at www.cityofmlt.com on the City Happenings/Community Grant

Funds page or contact Community Relations Director Virginia Olsen at (425) 744-6206, or cityhall@ci.mt.wa.us. Application materials must be received by 4:30 p.m. on Thursday, November 16, 2017.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Forest Crest Athletic Club Short Plat Deemed a Complete Application:** The Forest Crest Athletic Club short plat is a five-lot short plat in the city's RS 4800 district. It will consist of five parcels, from three parent parcels, totaling approximately 0.6 of an acre for single-family homes. Homes constructed will be enhanced by features specifically designed for structures on smaller lots. The development will include full frontage improvements along the width of the parcels. The frontage improvements will include a 5-foot wide planter strip and a 5-foot wide sidewalk. Each individual lot will be just larger than the minimum lot size of 4800 square feet.

ENGINEERING & PUBLIC WORKS UPDATES

- **Main Street Reconstruction:** Two parcels remain for which an agreement for right-of-way has not been reached. To preserve the timeline associated with the grant dollars that have been awarded for the project, the city will be moving forward with condemnation of the necessary right-of-way on these properties.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Weekend Swimming Lessons:** Lessons start Friday, Saturday and Sunday, October 27, 28 and 29. Registration is currently open to everyone. Contact the Recreation Pavilion to register at (425) 776-9173 or to get a passcode and pin to register with our old registration software. This will be the last time it will be used for aquatic classes. New Registration software Dash platform will launch on November 1. Information is available at the Pavilion on how to obtain the link online or kiosks will be available in the lobby to set up new accounts. All registration will require an account in Dash, this includes walk in, phone in and online. Online registration will be expanding to Mountlake Terrace registration as well as open registration.
- **Halloween Special Schedule at the Recreation Pavilion:** The Recreation Pavilion will be open on Halloween until 6:30 p.m. All classes and programs that take place before 4:00 p.m. will meet as usual. Programs after 4:00 p.m. are not meeting. There will be a Special Drop in \$3.00 Swim for Leisure Pool, River and Lap Lanes from 4:30-6:30 p.m. The Pool and Pavilion will close at 6:30 p.m.
- **Dog Obedience Training:** A new session of Basic Dog Obedience and Puppygarten will begin in November. Puppygarten will start on November 2 and will meet from 7-8 p.m. in the Jungle Room and Basic Dog Obedience will begin November 6 at 7:30-8:30 p.m. in the Jungle Room. Contact the Recreation Pavilion to register for either one of these classes.
- **Costume Carnival:** On Saturday, October 28 from 5:00 to 9:00 p.m., the Mountlake Terrace Dance Academy and Kontagious Performing Company will host their 12th annual Costume Carnival dance scholarship fundraiser. The event is located at Terrace Park School Gym 5409 228th Street S.W. adjacent to the Recreation Pavilion. This carnival includes games, food,

dance performances, and a costume contest. There will be performances by Kontagious and MLT Dance Academy and possibly a couple of guest companies joining in. Tickets will be available at the door and admission fee is \$5 per person or \$10 per family up to four people. Pre-sale tickets are available through albee@kontagious.net. All proceeds will benefit the Mountlake Terrace Dance Academy Scholarship Fund and the Kontagious Arts Foundation. Additional donations are greatly appreciated. Dress in your finest, fanciest or funniest outfit, prepare to be entertained and join in the fun!

- **Quarterly Dance Classes:** Sign up now for the new session starting October 31 and running until winter break. By popular request our newest class, Hip Hop/Jazz for adults is here Mondays 7:00-8:00 p.m. We still offer Tap 55+ and Tap Teen/Adult on Tuesdays. Adult Ballet beginning and intermediate is Wednesdays and Tuesdays respectively. Flamenco is going strong on Mondays and you can learn how to move in social dance circles with Salsa and Swing on Wednesdays. No matter what you pick, all of our teachers are professionals who are excited about their specialties. You're sure to learn a lot and have fun while making new friends. For more information, see the craze at www.crazedigital.org and turn to page 33.
- **Quarterly Fitness Classes:** Wow does the Pavilion have great work out options for you including PiYo, Turbokick, Pop Pilates, Zumba and a personal trainer on staff to work with you individually. If you're looking for Yoga or Tai Chi as a way to balance fitness and peace of mind MLT fitness department is the best in town. M, T and Th you can take Yoga at 7:30 p.m. and our Tai Chi instructor is reliably inspiring on Saturday morning at 8:30 p.m. For more information, see the craze at www.crazedigital.org and turn to pages 32.
- **Kids Quarterly and Academy Dance:** MLT dance offers quarterly Creative Dance and Creative Pre-Ballet on Thursdays after pre-school starting November 2 at 12:45 p.m., Little movers and shakers get a chance to explore their large and small motor skills and the elements of dance with music, props and curriculum based on Anne Green Gilberts creative dance book. The Dance Academy is still enrolling kids for first semester or the whole year. Those classes have already started but it's not too late to get involved. For more information see the craze at www.crazedigital.org and turn to pages 33-35 or contact Chloe Davenport for placement. cdavenport@ci.mlt.wa.us, (425) 640-3107.
- **We're Hiring!:** Youth programs has a ¾ time site lead for MLT Elementary and a site assistant for programs at the Pavilion. These positions work directly with the children in the program and help create a memorable experience for them! For more information visit www.mltrec.com<<http://www.mltrec.com>> or call (425) 776-9173.
- **Youth Programs:** November early release and non-school day for Edmonds School District is approaching. Thursday, November 9 is an early release day and has care at all sites. Friday, November 10 is a non-school day where care is provided at the Pavilion. Deadline for registering is Monday, November 6.
- **Espresso Special:** Next week's espresso special will be pumpkin pie white chocolate mocha! October 30 – November 5 receive \$.50 off a 16oz.
- **Rubber Ducks:** Holiday themed rubber ducks at the Recreation Pavilion!! We have Santa ducks, reindeer ducks, ugly sweater ducks and more! Get them while you can!

- **Sport Ballfield Closures:** All grass sport playfields will be closed as of November 1. The fields will be closed until next spring to give park employees an opportunity to make repairs and let the fields have a chance to rest from the busy sports seasons and be ready for Baseball that will start at the end of February next year.
- **Garden Club Cleans Up Entry Sites:** The Mountlake Terrace Garden Club continues the fall cleanup of entry sites throughout the city. The Mountlake Terrace Garden Club is a volunteer based community group that for over 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 please visit their website at: <http://www.mltgardenclub.com/>



POLICE DEPARTMENT UPDATES

Weekly Activity October 18 – October 24, 2017								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	31	33	9	9	2	1	0	0
<i>YTD</i>	1701	2354	333	209	33	99	64	92

Significant Incidents

- On October 18, 2017 at 7:00 a.m., Mountlake Terrace officers responded to a reported physical domestic at the Andorra Estates Apartments. The male occupant thought his live-in girlfriend was assaulting his 13-year-old daughter. He tackled his girlfriend and put her in a headlock for the presumed assault on his daughter. Officers determined the girlfriend was not assaulting the 13-year-old and arrested the male subject for DV Assault. He was booked at the Lynnwood Jail.
- On October 18, 2017 at 10:51 a.m., a Mountlake Terrace officer responded to the 2300 block of Lakeview Drive for a burglary report. The victim said that sometime during the night, his

garage was entered and two bicycles were stolen. The suspect was able to enter the garage without force and removed the bikes. There are no suspects known at this time.

- On October 18, 2017 at 8:23 p.m., Mountlake Terrace and Brier officers responded to the intersection of 231st Place SW and 46th Avenue West for a collision involving a male pedestrian who was brandishing a gun. Officers were quickly able to locate and take the suspect into custody. The driver of the car told officers she was attempting a U-turn when she accidentally bumped the suspect with her car. When she asked if he was okay, the suspect pulled out a gun made a comment. The driver told officers she was afraid that she would be shot. A check of the suspect, a Mountlake Terrace resident, showed he did not have a valid concealed pistol license. The suspect was arrested and booked into the Snohomish County Jail for unlawful display of a firearm and carrying a concealed weapon without a valid license.
- On October 19, 2017 at 4:36 a.m., Mountlake Terrace officers responded to the apartments in the 4100 block of 236th Street SW for a physical domestic. Roommates told officers that the argument began over finances while they were drinking. This escalated to pushing and shoving with the female suspect kicking the male in the groin and hitting him over the head with a beer can. The female was arrested and booked at the Snohomish County Jail for DV assault.
- On October 20, 2017 at 11:00 p.m., officers responded to the Nile Temple. A person at the Nile's Haunted House was reporting subjects there were trying to fight. The subjects had been asked to leave, and when the security person tried to escort one of the males out, the other friend stepped in which scared the front counter staff. The staff requested that the subjects be trespassing from the Nile. Officers completed the trespass documentation and explained to the subjects that they were not allowed to return to the Nile Country Club for one year or they would be arrested for Criminal Trespass.
- On October 20, 2017 at 11:54 p.m., officers responded to a vehicle collision in the 5400 block of 230th. It was reported that the car had collided with two other parked vehicles. The officer found that the female driver, a 54 year-old Shoreline resident, was intoxicated. She admitted to having three beers and that she had been trying to get home. The driver was arrested and transported to Swedish Hospital for evaluation. A warrant for a blood draw was written up and approved but the suspect refused to have her blood drawn. She was booked at the Lynnwood Jail for DUI and Contempt of Court.

Detective Unit Update

- **Cases Assigned**

- 17-15474 Theft
- 17-15183 Fraud
- 17-15515 Suspicious
- 17-15593 Fraud
- 17-15721 Missing Person

- **Cases Cleared**

- 17-14295 Fraud
- 17-13329 Theft
- 17-14862 Theft
- 17-10345 Burglary
- 17-9315 Burglary
- 17-14800 Theft
- 17-15122 Runaway
- 17-14430 Prosecutor

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 Recreation Pavilion.
- Traffic emphases in school zones and bus stops. The traffic trailer has been well received and proved to be a valuable tool.
- Directed patrol at Terrace Ridge Park, Markland Woods and Northern Lights due to complaints of property crime and transient activity.
- Outreach bags continue to be beneficial in contacts with area homeless population.

Code Enforcement Property of the Week

On October 12, 2017, Code Enforcement received a report regarding “massive” amounts of debris on the right-of-way located in the 21800 block of 55th Avenue W. On October 17, 2017, Code Enforcement arrived at the location and observed multiple parking violations. This included a commercial vehicle, which had an expired license and a white Geo Metro with an expired license parked perpendicular on the City right-of-way. Code Enforcement issued correction notices and parking citations in violation of 10.10.230 – (Abandoned inoperable vehicles), 10.10.190 – (Storing vehicles in excess of 72 consecutive hours), 10.10.180 – (Parking commercial vehicles prohibited), and 10.10.080 – (Parking facing against the authorized direction of travel prohibited). Both of the vehicles were tagged for impound. On October 20, 2017, Code Enforcement returned to the location, and noted both vehicles had not been corrected or moved. The tire chalk marks were still intact, and the correction notices and parking citation were intact on the commercial vehicle. Towing was dispatched for the white Geo Metro and the commercial truck. Both vehicles were impounded and towed.

**Other Items of Interest**

- On October 20, 2017, Commander Haynes attended the Lake Stevens High School “First Responders Appreciation Night.” The event was organized by his daughter, Sydney, who is a cheerleader at the high school, as a way to recognize first responders in the community. The ceremony conducted during the opening of the Homecoming football game had officers and firefighters from various agencies attending.



NEWS RELEASES

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

MARK YOUR CALENDARS

- 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, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- 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