

CITY MANAGER'S WEEKLY REPORT

January 25, 2019

CITY COUNCIL MEETINGS

The City Council's next meeting is a Work/Study Session **Thursday, January 31, 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 Professional Service Agreements Related to Town Center; (2) Review of Professional Service Agreement With BHC Consulting, LLC; (3) Review of City Departments Performance Measures for July-December 2018; (a) Recreation, Parks, and Property Management; (b) Community & Economic Development; (c) Public Works/Engineering Services and Operations; (d) Organizational Development; and (e) City Council/City Manager/Community Relations.

The City Council's regular meeting scheduled for Monday, February 4, 2019 is cancelled.

The City Council's next meeting is a special meeting on **Saturday, February 9, 2019** beginning at 10:00 a.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Approval of Professional Service Agreements Related to Town Center with Community and Economic Development Project Coordinator Bill Trimm; (2) Approval of Professional Service Agreement With BHC Consulting, LLC; (3) Review and Approval of City Council Interview Questions; (4) City Council Position No. 2 Candidate Interviews 10:45 – 3:40 p.m.; (5) Executive Session to Discuss Candidate Qualifications; and (6) Discussion and Appointment of Councilmember.

COMMUNITY MEETINGS AND EVENTS

- **Residents Encouraged to Provide Input on Light Rail Project:** Over 100 people gathered at Ballinger Clubhouse for a Sound Transit Light Rail open house on Wednesday, January 23. Hosted by the City of Mountlake Terrace in preparation for a public hearing with the Mountlake Terrace Hearing Examiner, the city is currently conducting a land use review process to review construction of the Sound Transit Light Rail Station, project elements and guideway location. A public hearing is anticipated to be conducted in the spring of 2019.

Residents were encouraged to provide input to the city for consideration as part of the land use permitting process. Sound Transit staff members also attended the meeting and responded to specific questions regarding parking and noise mitigation.

Primary concerns voiced by residents included noise, parking, transit connections to the station and tree removal. Public comment is encouraged and can still be submitted until **January 30, 2019**. Opportunities for further public comment will also be available later in the process. For

those that missed the meeting, an audio recording and site development information is available on the city's webpage at www.cityofmlt.com/597.

Further information will be provided as part of the ongoing public review process. Questions or comments can be directed to Christy Osborn, Community and Economic Development Director at cosborn@ci.mlt.wa.us (425) 744-6281, or at 6100 219th Street S.W., Suite 200, Mountlake Terrace, WA 98043.



- **Coffee with the City February 6:** 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 228th Street SW on Wednesday, February 6, 2019 from 6:00-7:00 p.m. in the Jungle Room.
- **Winter Gala Dance & Fundraiser:** Saturday, February 16 from 6-9 p.m., MLT Dance Academy and ROCKSTARS Performing Company are hosting a dance for the whole family! This fun-filled, semi-formal dance at the Ballinger Park Clubhouse (23000 Lakeview Dr.) will include dance performances, ballroom dance lessons, party games, photo opportunities, desserts and an open dance floor! Get your tickets in advance starting Monday, February 4 at the Pavilion from a ROCKSTARS company member or on-line at www.mltrec.com/432/Dance-Programs. Tickets will also be available at the event; \$5 per person or \$10 for a family of up to four. All proceeds go towards the Dance Scholarship Fund. Each semester several dedicated dancers benefit from these funds who otherwise might not get

to participate in our city's MLT Dance Academy program. Contact Dance Director Chloe Davenport for more information or to volunteer! (425) 640-3107, cdavenport@ci.mlt.wa.us. It's going to be a Ball!

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Boards, Commissions, Committees Recognition Dinner:** The City Clerk's Office is working with Public Works Director "Chef" Eric LaFrance to plan a recognition dinner for its board and commission members as well as the Economic Vitality and Town Center Task Force volunteers. The event will take place on January 30 and due to limited funds, it is by invitation only.
- **Enterprise Content Management (ECM):** This week, the Public Records Officer led a meeting to discuss user groups and folder structure within the ECM. The recent records inventory identified access requirements for documents and the city is working with Laserfiche to build the system to implement by June 1, 2019. There were over 2,500 types of records identified in the inventory.
- **City Council Interviews:** The city received 12 applications for the vacant City Council position. Interviews will be held on Saturday, February 9 at a special meeting that begins at 10:00 a.m. at Interim City Hall.
- **Website Redesign:** In February, the city will get its first look at the new design concept for the redesigned website. Last week, a gray scale layout and color scheme was approved. Departments are working to update content prior to March 1 when the current content will be migrated to the new website. That process takes about a month and the city will see the new website in early April. The anticipated launch date is in late April to give departments time to make any final updates, test links and modules and ensure it is ready for the public.
- **Town Center Plaza (TCP) Masterplan:** Macleod Reckord is in the process of refining a design related to TCP Option 2 and estimates being able to present a final concept in early February that is hopefully within the project estimate. There are several milestones for the TCP project (e.g. defining an on-budget design and city approval for an additional amendment related to design drawings and construction). The goal is to eventually combine the TCP and City Hall/PD projects into one bid (still assuming the bid package will have the General Contractor split the costs into two separate line items). The current schedule has these two project timelines meeting at bidding. There would be a cost/time savings in combining these.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Town Center Plan Update Process:** The January 28, 2019 Mountlake Terrace Planning Commission agenda includes discussion and consideration of the Economic Vitality and Town Center Task Force's recommended Town Center Sub-area Plan (see Item 5 below). The meeting will take place in the City Council Chambers beginning at 7:00 p.m.

The Planning Commission agenda includes the following:

1. Call to order
2. Minutes
3. Submitted Applications Update
4. Public Comment
5. Town Center Subarea Plan Review
 - a. Chapter I-III – General Discussion
 - b. Chapter IV- Vision, Objectives and Town Center Boundaries
6. Directors Report
7. Miscellaneous Business
8. Adjournment

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES

- **Water Main Break on King/Snohomish County Line:** An old cast iron water main broke early in the morning of January 17 in Mountlake Terrace on the King/Snohomish County line (205th Street NE/244th Street SW) at 43rd Place W. The water travelled under the asphalt, undermining the road and resulting in two sinkholes.

Road closures included 244th Street SW between 45th Avenue W and Cedar Way in Mountlake Terrace, and 205th Street NE between 33rd and 37th Avenues in Lake Forest Park.

Crews made repairs to the water main on January 17, and paving was completed on January 18 to restore the road, which was reopened for the Friday afternoon commute. This road is scheduled for permanent road markings next week.



One large sinkhole resulted where the water main break occurred on the north side of the street; a second sinkhole was created on the south side of the street with the water main exposed.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Swim Lesson Registration:** Registration for swimming lessons will start on Monday, January 28 and Tuesday, January 29 for those who are currently taking swim lessons. Pre-registration must be completed in person and can start 15 minutes before your scheduled lesson. Mountlake Terrace Registration will be available online and in person on January 30 and registration will be available to everyone both online and in person on January 31. The swim lesson schedule will be available Friday, January 25 online at www.cityofmlt.com/531/Pool-Schedule and in the pavilion lobby. Lessons will begin on Monday, February 4 and Tuesday, February 5 for the two day per week swimming lessons and will run to the end of February.
- **Espresso Special:** Next week's espresso special will be Cinnamon Dolce Latte. Come to the Recreation Pavilion espresso stand January 28 – February 3 and receive \$.50 off a 16oz.
- **Quarterly Dance & Fitness Programs:** Physical activity helps fight the winter blues! Join any class anytime for a drop-in and when you find the one you love, register for the best hourly price. To see our programs visit www.mltrec.com and use our interactive Craze pdf page 14.
- **Academy Dance Classes:** Second semester is coming up fast. Get registered now. Beginning Lyrical (ages 9+) and Teen Hip Hop (Ages 13+) will have their first class of the school year on Saturday, February 2. All other classes are a continuation and will build on what the dancers have learned since September. Those interested in joining the program are encouraged to take a trial lesson to be sure they're where they need and want to be. For more information, visit www.mltrec.com/435/Academy-classes, or for placement contact Chloe Davenport (425) 640-3107, cdavenport@ci.mlt.wa.us.
- **Parent Night Out:** The next Parent Night Out is coming up on February 15 from 6:30 p.m.-9:30 p.m. Enjoy a night out for Valentine's Day while your children get to swim in the pool at the Pavilion, eat pizza, and play games and do activities. Registration is open now and is \$20 for residents, \$22 for non-residents. Call (425) 776-9173 to register or for more information.
- **Racquetball Tournament:** The next racquetball tournament is Saturday, February 2. Registration is due by Monday, January 28. For registration information and tournament details visit www.cityofmlt.com/1247
- **Fly Tying Class:** Chironomid fishing is one of the latest and fastest growing techniques in fly fishing today. Join us to learn what they are, how to tie them yourself, and how to fish them. Class runs on Thursdays in March from 6:00 p.m.-7:30 p.m. Call (425) 776-9173 to register!
- **Baseball Season:** The start of the baseball season is right around the corner. Park crews will be renovating infields and preparing for the upcoming season by the end of February. Park and Athletics staff held a field users meeting to get ready for the upcoming season on January 17. Representatives from various field user groups including baseball, soccer and ultimate disc discussed the upcoming needs for maintenance and scheduling for the ballfields for the 2019 sport seasons.

- **Restroom Maintenance:** Some of the park restrooms have been closed for maintenance. Repairs to be addressed include vandalism repair, painting, as well as plumbing and fixture replacements. The Evergreen restrooms are being opened during the daytime and have received some upgrades including auto-flush features and paint.

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>	2384	3915	549	294	40	110	46	141

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

Significant Incidents

- On January 16, 2019 at 4:03 p.m., an officer took a theft report from a subject who had purchased Seahawk tickets from a source on OfferUp. The victim told the officer that he bought the tickets for \$500 but when he got to the game he was told that the tickets were no good because the electronic version of the tickets had already been used. The victim said he has tried to contact the suspect without success. The officer is investigating.
- On January 16, 2019 at 7:57 p.m., officers responded to the 6100 block of St. Albion Way for a domestic. An anonymous caller was reporting lots of banging and screaming from the apartment. Officers were only able to contact the female at the home as the male had already left. The female told the officers that it was just a loud verbal argument between her and her roommate. They are both stressed about their lease ending and while drinking they had an argument.
- On January 17, 2019 at 4:17 a.m., Mountlake Terrace Patrol responded to the 4300 block of 244th Street SW for a suspected water main break. Upon arrival officers located a large hole in the road with the area around it sinking in. The road was shut down and Public Works responded. Public Works put out road closure signs and began repairs on the road.
- On January 17, 2019 at 12:26 p.m., an officer took a theft complaint at the front counter. The victim told the officer that he is a masseuse and had been giving a massage to a male customer the day before. The male had an ankle monitor on. When the massage was completed the suspect got dressed and ran from the business without paying the \$55 fee. The victim thought the suspect may be on the office video. Investigation continues.
- On January 17, 2019 at 1:49 p.m., an officer responded to the 21700 block of 51st Avenue W. for a residential alarm. On arrival the officer found the front door had been breached, changing the call to a burglary that had just occurred. A neighbor reported seeing someone fleeing from the home prior to the officers arriving. Due to children in the area a dog track was not

attempted. The victim does have a video system and promised to get the video coverage to the officer. The victim did not find anything missing from the home.

- On January 18, 2019 at 9:35 a.m., an officer responded to the 21400 block of 48th Avenue W. for a motor vehicle prowl. The victim was reporting that her car had been broken into overnight. The car had been unlocked and person(s) unknown had taken her husband's wallet from the car. There are no suspects at this time.
- On January 18, 2019 at 10:04 p.m., an officer stopped a vehicle that had driven into oncoming traffic on 66th at 220th. The driver displayed obvious signs of intoxication. The driver was arrested for DUI and taken to the Lynnwood Jail for a breath sample. The suspect blew over a 0.14. The suspect was booked into the Lynnwood Jail for DUI.
- On January 18, 2019 at 11:26 p.m., officers responded to an overdose at a home in the 21500 block of 54th Place W. Upon arrival, an officer was advised a male subject was overdosing on heroin and another subject had already administered two doses of Narcan. The patient was still not responding and he was breathing abnormally. The officer administered an additional dose of Narcan. With the additional dose of Narcan the subject became alert and began breathing normally. He was treated by medics on-scene.
- On January 19, 2019 at 5:35 a.m., officers responded to a domestic disturbance in the 23400 block of 55th Avenue W. When officers arrived the male half of the incident had already left the home. The female was contacted and she told officers that they had argued over fidelity issues and that nothing physical had occurred. A DV pamphlet was left at the home.
- On January 19, 2019 at 9:26 p.m., officers responded to a physical domestic at a home in the 5400 block of 212th Street SW. One of the children in the home had called 911. The officers spoke with the couple and found the female was very intoxicated. The male told patrols that his girlfriend had thrown a plate and a knife at him. The plate broke and the knife broke the window blinds. The female was arrested and booked for DV assault 4th degree at the Snohomish County Jail.
- On January 20, 2019 at 7:03 a.m., an officer responded to a burglary and vehicle theft complaint at a home in the 21600 block of 48th Avenue W. The victim told the officer that he was awakened by the sound of his vehicle leaving the driveway. Checking further he found that his garage had been entered and some of his tools had been taken. The victim admitted to leaving the keys in the vehicle. The victim's vehicle was entered into the system as stolen and a statement taken.
- On January 21, 2019 at 1:09 a.m., officers were dispatched to the 4100 block of 236th Street SW for an assault with a weapon call. The offsite caller stated a male had a gun and was threatening his girlfriend with it. There was also a 12-year-old at the residence. With the assistance of several agencies, a contact team was established. The victim and suspect were both successfully called out of the apartment and the suspect was detained without incident. Through investigation, it was determined that no gun was actually involved. Probable cause was established to arrest the male for DV Harassment. He was booked into Lynnwood Jail.

- On January 21, 2019 at 10:19 a.m., an officers responded to an unattended death investigation in the 22300 block of 60th Avenue W. Family members had called after they awoke to find the 70-year-old father had passed away during the night. The male had a history of breathing issues, smoking and as a heavy drinker.
- On January 21, 2019 at 4:00 p.m., an officer conducted a traffic stop in the 6000 block of 244th Street SW for a vehicle lighting violation. During the stop a felony warrant for \$5,075 out of King County was located and confirmed in the system. The driver was arrested and during the search of his person, the officer found suspected heroin in a container. The suspect was arrested and booked at the Snohomish County Jail on his warrant and for the drug charges.
- On January 22, 2019 at 2:09 a.m., officers responded to the 21800 block of 55th Avenue W for an assault. The victim called to report that a temporary house guest had hit her dogs. When she asked the guest to leave the home the victim told the officers she was grabbed and thrown down. In speaking with the male guest he admitted they had “wrestled” on the bed. The male was arrested for the assault 4th degree and for a \$2,000 DUI warrant out of Everett.
- On January 22, 2019 at 4:26 a.m., officers responded to the 23900 block of 52nd Avenue W for an assault with a weapon and sounds of gunshots. Upon arrival officers contacted a male subject who stated he had fired two rounds at the “imaginary humans” in his home. The male subject stated he was afraid of the humans and was protecting himself. The male was transported to Swedish Hospital for a mental health evaluation. The gun used in the incident was recovered and placed into evidence. The remaining weapons in the man’s home were confiscated by family members who arrived on scene. No one was injured in the incident.
- On January 22, 2019 at 12:02 p.m., the School Resource Officer (SRO) was contacted by a student at the high school. He told the officer that a few days before, between 10:45 and 11:15 a.m., his backpack was stolen from the locker area in the music hallway. Inside the backpack was his school issued Chrome Book, \$10 and two text books. At this time there are no suspects known.

Detective Unit Update

- | | |
|-----------------------|---------------------|
| • Cases Assigned | • Cases Cleared |
| • 19-00914 Burglary | • 18-20023 Burglary |
| • 19-00903 Harassment | • 19-00070 Theft |

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 marijuana dispensaries.
- Directed patrol of several apartment complexes and traffic enforcement in areas of concern.
- Outreach materials are being distributed as appropriate. Many homeless contacted this week in the downtown area.
- Officers continue to have a presence in their assigned schools and provide traffic control in the area during commuting hours.

Code Enforcement Property of the Week

On December 27, 2018, Code Enforcement followed up to a parking complaint involving a late model blue Ford F150, appearing to be abandoned on a public right of way. The vehicle was located at 5900 block of 237th Street SW. Code Enforcement chalked the rear driver's side tire, and issued a correction notice in accordance with 10.10.190 – (Storing vehicles on a public street), and 10.10.230 – (Abandoned inoperable vehicles missing rear license plate prohibited). On January 10, 2019, Code Enforcement returned to the location and noted the tire chalk marks and previously issued correction notice were intact. Additionally, both front and rear license plates were still missing. Code Enforcement determined the vehicle was in violation of parking ordinances. Towing was dispatched, and the vehicle was impounded and towed.



Other Items of Interest

- This week Chief Caw received the following from Mukilteo PD Assistant Chief Glen Koen;

“Chief,

I wanted to thank you for the quick assistance provided by Mountlake Terrace Officers the other night. When Mukilteo Officers were dispatched to an Assault Weapon call (19-0632) with shots fired last Thursday night (1/10/19), Off. David Nguyen quickly responded to help. His presence enabled our officers to stabilize the scene much more rapidly than would have been possible otherwise. We are grateful for the assist. Glen

By the way, I am told other MLT Officers may have responded as well. Based on the call notes, I can only say for sure that Off. Nguyen responded. If others did respond, we appreciate them too.”

NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- January 30, 6:00 p.m., Boards and Commissions Recognition Event, Ballinger Clubhouse
- February 6, 6:00 p.m., Coffee with the City, Recreation Pavilion
- February 13-14, AWC City Action Days, Olympia
- March 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 25 – 28, AWC Annual Conference, Spokane
- July 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 11, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace