

CITY MANAGER'S WEEKLY UPDATE

December 13, 2019

CITY COUNCIL MEETINGS

The City Council's next regular meeting is on **Monday, December 16, 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) Economic Alliance Snohomish County Annual Report Presentation; (2) Approval of 2020 Professional Services Agreement with The Johnston Group for Federal Lobbying Services; (3) Approval of 2020 Professional Services Contract with Gordon Thomas Honeywell Governmental Affairs; (4) Approval of City Council Subcommittee Recommendation for Interim Planning Commission Member Appointment; (5) Adoption of 2020 Legislative Agenda; (6) Approval of 2019-2021 Teamsters Local 763 Labor Agreement; (7) Approval of Terrace Brier Soccer Club Field Use Agreement; (8) Approval of Ballinger Park Restroom Purchase; (9) Approval of Public Defender Professional Services Agreement; and (10) Adoption of Tree Ordinance and Tree Care Policy.

The City Council's next Work/Study session is on **Thursday, January 2, 2020 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) Administer Oath of Office to Newly Elected Councilmembers (Positions 2, 5, 6, and 7); (2) Election of Mayor for 2020-2021; (3) Election of Mayor Pro Tem for 2020; (4) Appointments of Council Liaisons and Representatives for Intergovernmental Agency Boards/Commissions; (5) Introduction to Antares Fee Simple Unit Lot Subdivision (Tentative); and (6) Review of Lodging Tax Advisory Committee 2020 Funding Recommendation.

COMMUNITY MEETINGS AND EVENTS

- **Employee Appreciation Breakfast:** On Wednesday, December 11, the city held its annual Employee Appreciation Breakfast at the Nile Shrine Center in Mountlake Terrace. Employees were honored for their years of service, outstanding accomplishments, and providing excellent public service over the past year.

In addition to the daily services provided, several large projects were acknowledged including Main Street Revitalization, Town Center Plan Update, Sound Transit Link Light Rail permitting and Civic Campus Redevelopment. Private Development projects included Terrace Station, Atlas 236, Creekside Meadows, and Mountlake Terrace Elementary School.

Years of service awards were presented to Ken Courtmanch, Parks and Property Management Superintendent, (30 years), Brad Huffer, Public Works (30 years), Andrew Watters, Parks Services (30 years), Pat Hatchel, Police (25 years), Shawn Hjert, Public Works (25 years), Tom Moehrle, Engineering (20 years), Kasey Cundy, Parks Services (20 years), Roger Kehler, Public Works (15 years), Douglas Boseck IT, (10 years), Gelsomina Hansen, Recreation, (10 years), Gloria Harris, Recreation, (10 years), Elena McKee, Police, (10 years), Peggy Borden-Kerr, Recreation, (5 years), Carl Cronk, Police, (5 years), Tyler Jensen, Recreation, (5 years),

Shannon Loughe, Recreation, (5 years), Justin Mettler, Police, (5 years), Tatia Ovenall, Recreation, (5 years), Mary Sebers, Recreation (5 years), and Kevin Witte, Recreation, (5 years).

- **MLT Dance Academy Winter Dance Concert, Saturday, December 14:** Save the date for these entertaining shows performed by the MLT Dance community! Saturday, December 14, 1:00 p.m. and 3:30 p.m., the Dance Academy students (ages 3.5 – 16) and some Adult / Teen classes will perform at the Mountlake Terrace High School Theater. A total of 25 dances will be performed between 2 one-hour shows. Tickets are \$10 at the door. So don't hesitate to stop in for some affordable, heart-warming, family-friendly, entertainment. For more information or placement in the program, contact Dance Director Chloe Davenport at (425) 640-3107.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Planning Commission Interviews:** The City Council Subcommittee interviewed seven applicants last week for a current interim vacancy on the Planning Commission. The Subcommittee recommended Rory Paine-Donovan for the position that was discussed with the full Council at the December 12 City Council work/study session. The appointment is scheduled for December 16. Thanks to everyone who applied for this opening – those not selected this time will be considered in future recruitments.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Civic Campus Redevelopment Project:** As noted in last week's City Manager Report, the City Council voted on December 2, 2019 to award a construction contract to Allied Construction Associates Inc. City staff is now working with the contractor to finalize the contract and making sure all paperwork (e.g., main contract, performance bond, payment bond, Transfer of Coverage for Construction Stormwater General Permit), are properly executed. A pre-construction meeting will take place the week of December 16-20, 2019 with construction scheduled to begin just after the beginning of 2020.

Primary elements of the project include the following:

- **New City Hall** - Includes City Council Chambers, public lobby, City offices, meeting rooms, restrooms, mechanical and electrical rooms, elevator, mud room, storage rooms, etc.
- **Police Station Addition** - Includes a new sally port, two holding areas, interview room, area for detectives to conduct work, restroom updates, locker room ADA improvements, new entry area, lunch room ADA improvement, etc.
- **Associated Parking Area / Stormwater Line Realignment** - Includes additional parking stalls, parking lot lighting, charging stations, landscaping, entry sign, striping, etc., and stormwater line realignment.

- **Town Center Plaza** - Includes a public plaza with terraced seating, open plaza area, water feature, sculptures by two artists, landscaping, lighting, etc.

As part of awarding the contract, the City Council also moved to approve two additive bid alternates to the project: metal roofing and exterior high-pressure laminate phenolic wall siding. These additions are aimed at minimizing yearly maintenance costs and increasing durability and longevity.

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

- **Swim Lesson Registration:** Registration began Friday, December 13, and continues Saturday, December 14 and Sunday, December 15 for weekend swimming lesson priority registration for those currently in swimming lessons. This will also be the last day for the weekend lessons. The new session for weekends will begin January 10, 11 & 12. Weekday priority registration will be December 16 & 17 for those currently taking lessons. The next sessions will begin January 6 & 7 for the Monday/Wednesday & Tuesday/Thursdays. Priority registration must be done in person on these dates. The lesson schedule can be found at the Pavilion front desk or online at <https://wa-mountlaketerrace2.civicplus.com/529/Swim-Instruction>.

For anyone not in swimming lessons, the Mountlake Terrace Registration will be Wednesday, December 18. Registration will be open to everyone on Thursday, December 19 and will remain open until the third lesson of the session. Registration can take place online <https://wamountlaketerrace2.civicplus.com/530/Recreation>; or in person at the Recreation Pavilion from 8 a.m. to 8 p.m. or by phone from 12 p.m. to 8 p.m. If parents are unclear on what level to register their children, contact aquatic staff at (425) 776-9173 ext. 1120 or 1106, to set up an appointment for an evaluation before registration takes place.

- **Espresso Special:** Next week's espresso special is Gingerbread Latte!! Stop by the espresso stand at the Recreation Pavilion December 16 – 22 and enjoy \$.50 a 16oz version of this holiday treat.
- **Winter Break Pool Schedule:** The schedule for winter break runs from December 21 through January 5. There will be Recreation swims offered from 1:15-2:45 p.m. Monday through Friday on the days the Pavilion is open. Additional Recreation Swims have been added on December 23 & 26 at 4:45-6:15 p.m. During this schedule, the building will be closing earlier than usual. Please check the schedule for the exact time each day. The Pavilion will be closed December 24 & 25 for the holidays. Tuesday, December 31, the pool will be open from 6 a.m. to 4:30 p.m. with the building closing at 5:00 p.m. The Pavilion will be closed on Wednesday, January 1, 2020. The schedule is currently available in the Pavilion Lobby or on the website at <http://www.cityofmlt.com/531/Pool-Schedule>
- **Free Swim Lesson Vouchers:** For those who have Third Graders in the Edmonds School district, vouchers for a set of 3 free swim lessons for levels 1-4 will be distributed by the school district in the next two weeks. These vouchers will be in effect from January 2- December 31, 2020. Also anyone with a non-swimmer in the Edmonds School District grades K-12 can obtain a set of 3 free lessons at beginning Level 1 by contacting our aquatic staff at (425) 776-9173 ext. 1120 or 1106 for an evaluation and if they qualify to receive their voucher. This voucher program for free swim lessons is part of a grant generously funded by the Verdant Health commission. For any questions contact the Recreation Pavilion at (425) 776-9173.
- **Youth Programs:** On Wednesday December 4, the South Snohomish County Fire District 1 came out to speak to both preschool classes on fire safety. For more information about preschool programs, call (425) 776-9173.
- **Kids Krew:** There is still space available in all sites for the Early release Day on December 20 to register please call (425) 776-9173.
- **Parents Night Out!:** There is Still space available for Parents Night Out, on December 20 from 6:30-9:30 p.m. Children will play games and do holiday crafts while you get a night out, time to wrap gifts, or prepare for holiday gatherings. To register please call (425) 776-9173.
- **Dance & Fitness Registration for Winter 2020 is Now Open:** Registration for Dance & Fitness programs including second semester of the Dance Academy began on December 2. Don't wait to register or your current class could fill! Look for the new Craze brochure at

www.crazedigital.com and at the pavilion. For more information, contact dance and fitness programmer Chloe Davenport (425) 640-3107 cdavenport@ci.mt.wa.us.

- **MLT Dance Academy Winter Dance Concert, December 14:** These entertaining shows performed by the MLT Dance community! Saturday, December 14, 1:00 p.m. and 3:30 p.m., the Dance Academy students (ages 3.5 – 16) and some Adult / Teen classes will perform at the Mountlake Terrace High School Theater. A total of 25 dances will be performed between 2 one-hour shows. Tickets are \$10 at the door. So don't hesitate to stop in for some affordable, heart-warming, family-friendly, entertainment. For more information or placement in the program, contact Dance Director Chloe Davenport at (425) 640-3107.
- **New Dance & Fitness Classes Starting in January:** Cardio Kickboxing is a group fitness class that combines martial arts techniques with fast-paced cardio. This high-energy workout is perfect for the beginner and elite athlete alike. Build stamina, improve coordination and flexibility, and burn calories as you build lean muscle with this fun workout. It starts on January 6 at 7:30 p.m. Bachata & Salsa will help you build a solid foundation in the smooth and spicy Latin dances that are taking over Seattle. Instruction includes footwork, frame and connection, leading with intention, following, musicality and timing, styling and most importantly fun for all levels. No partner needed. This dance class starts on January 9 at 7:30 p.m. Register now on-line at www.mltrec.com.
- **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.
- **Tree Planting:** Park staff have been contacted by Elora Rubinstein who has an interest in planting some trees in the Mountlake Terrace Parks. Elora is interested in helping replace trees and has begun fund raising. She will be working with staff and looking into tree species and locations in the parks and open space within the city.
- **Swing Set Installation:** 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 Scout Project at Ballinger:** Eagle Candidate Steven Mudaliar has had his Eagle project approved and is preparing to complete at Ballinger Park. Steven is interested in refurbishing all benches and tables at the Ballinger Boat launch. He has final approval and has raised funds for the materials. Steven expects to start his project on Saturday December 21.
- **Tree Lighting Ceremony:** The annual Tree Lighting Ceremony was held on Friday December 6 at the Evergreen Playfield. About 700 people attended the event as approximately 100 students from local elementary schools sang carols prior to the lighting of the iconic tree on top of the water tower.

POLICE DEPARTMENT UPDATES

Activity Year-to-Date								
	Reports	Traffic Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
Month	162	180	104	25	4	5	6	14
YTD	1820	2817	650	242	36	86	55	143

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

Weekly Patrol Synopsis

- There were three warrant arrests this week.
- There were three domestic verbal arguments this week.
- There were two code violations reported this week.
- There was one vehicle theft this week. (4200 block of 236th)
- There were three vehicle recoveries this week. All were vehicles stolen from other communities.
- On December 4 officers were dispatched to the QFC for a report of a shoplifting in progress. Upon arrival officers were able to contact two suspects and detain them for questioning. Probable cause was developed for one of the suspects. He was then trespassed from the store for one year and then issued a citation for theft in the third degree and released pending a court date.
- On December 4 a suspicious circumstance was reported at the Mountlake Terrace Elementary School where a note was found with threatening statements. This case is under investigation.
- On December 4 officers were dispatched to Urban City Coffee at the 21200 block of 44th Avenue W. A victim reported that his phone was stolen while ordering coffee. He was able to track his phone to a nearby location across the street but then the phone was turned off. Officers were unable to locate the phone. No suspects or leads at this time.
- On December 4 officers took a malicious mischief report. Vandalism to a vehicle was reported and the victim stated that he knew the suspect. The victim stated that the suspect had "ill-will" toward him for several years. Investigation is ongoing.
- On December 4 an officer responded to the 23000 block of 54th Avenue W. for a fraud report. The victim reported that she received a phone call from an unknown subject who stated that he wanted to refund \$499.00 to her from one of her recent purchases. During this transaction the suspect told the victim that he needed \$4,000.00 to make the exchange work correctly. The victim noticed that the computer auto corrected the numbers indicating \$4,000.00. The victim

then noticed that her account had been accessed and was missing the \$4,000.00. The suspect then convinced the victim to purchase gift cards. No suspects or leads at this point.

- On December 6 officers responded to the 23600 block of 49th Avenue W. for multiple reports of gunshots in the area. Upon arrival officers found several shell casings on the ground but no one was in the area. K9 was requested and the call was broadcast to multiple agencies. A short time later an Edmonds officer reported a vehicle had been stopped which had three subjects in it and one of them had a gunshot wound. The subjects stated that they were in route to the hospital. The incident appears to have been a drug transaction 'gone bad.'
- On December 8 officers responded to the 6000 block of 244th for a vehicle prowling report. An unknown subject broke a car window and stole several items. No suspects at this time.
- On December 8 officers responded to the 4700 block of 212th Street SW for a disturbance. Upon arrival officers could not find any evidence of a disturbance. They remained on scene for over 30 minutes and then eventually cleared.
- On December 8 officers responded to the 4300 block of 236th Street SW for a report of a physical domestic. Upon arrival officers contacted the involved subjects, a male and female in a 13-year dating relationship. The investigation revealed that the subjects got into a verbal argument over the female watching a television show. The male then pushed the female out of anger. He was arrested and booked for assault 4th degree.
- On December 9 a report was filed at the police station regarding the victim's personal laptop. She reported that an unknown person took control of her laptop through the internet and changed many of her passwords. The victim stated that she attempted to change her passwords but they were quickly changed back by the intruder. No suspects or leads at this time.
- On December 10 officers responded to the 21400 block of 52nd Avenue W for a report of a person throwing rocks at windows. The suspect was not located however there were over six apartments that were found to have broken windows.
- On December 10 officers responded to the Safeway for a report of a shoplifting in progress. Officers responded and found a suspect matching the description at the 4000 block of 44th Avenue W. Probable cause was developed and that suspect was arrested and booked into jail.

WEEKLY INVESTIGATIONS UPDATE

Cases assigned

19-17412 Assault-Felony
19-17498 Sex Offense

Cases Cleared

19-16813 Suspicious
19-17279 Suspicious
19-17006 Fraud
19-16786 Theft
19-16444 Trespass
19-15988 Fraud

Significant Cases

- Detectives are attempting to locate a robbery suspect and have Probable Cause to arrest.

Other Items of Note

- Detective Cronk and Detective Zuniga are new Interagency Child Abduction Response Team (ICART) representatives.

CODE ENFORCEMENT PROPERTY OF THE WEEK

Code Enforcement noticed multiple nuisance violations on a property located near the 22500 block of 62nd Avenue W. Code Enforcement observed multiple piles of junk and debris, a refrigerator not properly stored, two junk vehicles, and a wood pile not properly stacked. Code Enforcement issued a civil notice of violation in accordance with 8.15.040.I-(Debris and Trash. Accumulations of broken or neglected items, litter, salvage materials, and junk not in an approved enclosed structure, in the front, back, or side yards of the property), 8.15.040.A.6-(Woodpiles that are not properly stacked or accumulations of wood debris, such as branches, that could become a fire hazard or harbor rodents), 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), and 8.15.040.H.2-(All accessible refrigeration appliances not having the doors secured or removed, or any enclosure that can entrap humans or animals). On November 23, 2019, Code Enforcement returned to the location and noted all property violations had been removed.



COMMUNITY OUTREACH & DIRECTED ENFORCEMENT

The week of December 4 through 10 was active with officers making several contacts with many residents. 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 an employee at a local market to sure everything is going okay.
- Officer Marshall assisted a motorist who was having engine trouble.
- Members from the police department participated in this year's holiday tree lighting event.
- Several members from the police department participated in this year's Shop with a Cop, which was a huge success.



OTHER ITEMS OF INTEREST

- Sergeant Porter and Officer Nguyen began an 80-hour training program to become state certified patrol tactics instructors. This training is geared towards instruction on de-escalation and crisis intervention.



- Officers participated in squad-level briefing training regarding the use of gunshot residue kits and evidence.
- On Friday December 6, 2019, Detective Sergeant King received an award for, "Supervisor of the Year" for his role with the Target Zero Enforcement Team. This was awarded to him at the annual 'Night of 1000 Stars' event held in Everett.

NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- December 14, 1:00 & 3:30 p.m. MLT Dance Academy Winter Dance Concert, MLT High
- 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