

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

November 10, 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 16, 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) Review of Terrace at Park West Preliminary Fee Simple Unit Lot Subdivision; (2) Review of Comprehensive Plan Amendments; and (3) Review of Property Tax Levy for 2018.

The City Council's next meeting is on **Monday, November 20, 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) Update from Snohomish Health District Interim Administrator Jeff Ketchel; (2) Public Hearing and Adoption of Resolution to Approve Terrace at Park West Preliminary Fee Simple Unit Lot Subdivision; (3) Public Hearing on Revenue Sources Including 2018 Property Tax Levy: (a) Adoption of General Operating Levy Property Tax Levy Resolution; (b) Adoption of Emergency Medical Services Levy Resolution; (c) Adoption of 2018 Property Tax Ordinance; and (4) Adoption of Resolution to Approve Allowed Public Records Fees and Amending Public Records Policy Regarding Public Record Fees and Public Records Officer Appointment.

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

- **Proposition No. 1:** Snohomish County Elections reported that Proposition 1, Civic Campus Bonds, received over 67 percent of the vote on election night, November 7. In addition to receiving at least 60 percent approval by voters, however, the bond measure must also have a minimum turnout of 40 percent of the last General Election (the 2016 Presidential Election) in order to be valid.

The County noted that 4,483 Mountlake Terrace ballots had been received by the morning of November 9, indicating the 40 percent threshold had been met. Snohomish County Elections will update the count over the next week or so until all the votes are counted. The public can find updated election information [here](#).

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.

- **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 3<sup>rd</sup> 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](http://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.mlt.wa.us](mailto:cityhall@ci.mlt.wa.us). Application materials must be received by 4:30 p.m. on Thursday, November 16, 2017.

## **COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **52<sup>nd</sup> Avenue Short Plat Moves Toward Construction:** A pre-construction conference has been held by the City's construction inspector with the general contractor for a 3-lot short plat located at 22509 52<sup>nd</sup> Avenue W. The original residence has already been demolished. The issued civil permits allow construction of street frontage improvements (curb, gutter, sidewalk and landscape strip), utility installation and other site work. A final short plat drawing will need to be submitted, approved by staff and recorded prior to the lots becoming legal building lots.
- **Sound Transit Requests Extension on Demolition Permits:** Sound Transit obtained three demolition permits to remove existing single-family homes on properties affected by construction of the light rail guideway. The properties are located at 22203, 22205, 22207 62<sup>nd</sup> Avenue W, just south of the former Melody Hill school site. Permits were issued on May 30, 2017 and will expire on November 26, 2017. The homes have since been demolished. The building foundations and driveways have not yet been removed, which is a condition of the permit. Staff is evaluating the time extension request.

- **Update on Demolition Permits Issued for Roger's Market and Handi-Mart:** A demolition permit was issued for Roger's Market, located at 23120 56<sup>th</sup> Avenue W, on September 27, 2017. A demolition permit was also issued for the Handi-Mart, located at 22802 44<sup>th</sup> Avenue W, on September 27, 2017. These two properties are under the same ownership/management. To date, no activity has commenced on these sites. The permits expire March 26, 2018.

### **ENGINEERING & PUBLIC WORKS UPDATES**

- **52nd Avenue Closure Begins Monday:** Utility work for the Mountlake Terrace Elementary School reconstruction project will close 52nd Avenue W between 220th and 219th Streets SW, 7:00 a.m. and 3:30 p.m. (may extend to 5:30 p.m. if necessary) beginning Monday, November 6 and is anticipated to be completed by Friday, November 10, but may be completed earlier.

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

- **Espresso Special:** Next week's espresso special will be an Amaretto Mocha! November 6-12 receive \$.50 off a 16oz.
- **Swim Lesson Registration for the 3<sup>rd</sup> Fall Session of Weekdays:** This is our first pre-registration and registration with the new software. On November 6 and November 7 pre-registration went well, many parents had already set up their account in DASH, and several made use of the kiosks in the lobby. Aquatic supervisors were on hand to help as well with iPads on deck and to help with any backlog. Mountlake Terrace resident registration will now be available both online and in person and open registration will also be available online and in person. Registration times will start at 8:00 a.m. both for online and in person at the Pavilion. For this session, Monday/Wednesday lessons will run from November 13 to December 13 and Tuesday/Thursday will run from November 14 to December 14. The next big registration will be in mid-December to register for January swim lessons.
- **Dog Training Classes:** The next Basic Dog Obedience class started on November 6, they meet every Monday night at the Recreation Pavilion from 7:30-8:30 p.m. This class teaches commands for walking on a leash, sit, down, stand, stay and come. Behavior problems and proper equipment are discussed. The Intermediate Dog Obedience class will be known as Beyond Basics– it picks up where the Basic Class left off and prepares dogs for the AKC Canine Good Citizen test that is given on the last night of class. This class meets Wednesdays from 7:30-8:30 p.m. The next scheduled class is in January, 2018. Puppygarten is a beginning class for puppies 8-16 weeks old that works on socialization and basic obedience. Housebreaking and other basic behavior issues are discussed as well. This class meets on Thursdays from 7:00-8:00 p.m. The next scheduled class starts on November 9. Classes are taught by Caren Malgesini who is a Certified Professional Dog Trainer (CPDT).
- **Water Fitness Classes:** Classes are designed to improve cardiovascular fitness, tone muscles and increase flexibility. All classes are drop-in. Classes offered include Shallow Water Fitness, Deep Water Fitness, River Fitness, Water Walk, LIFT (Low Intensity Fitness Training) and Arthritis Aquatics Fitness and Aqua Zumba. We are fully into our fall schedule with most classes being full.

- **Safety Classes are Open for Registration:** All safety classes are open for registration that will take place during Winter Break. We are offering lifeguarding for those 15 and older and can pass the swim pre-requisites; junior lifeguarding for 11-14 year olds and blended learning CPR/first aid. The lifeguarding class will be a blended learning class where the lecture portion of the class will be taken online and the water portion will be at the Recreation Pavilion to practice water skills. Anyone interested should contact the Aquatic Coordinator to set up a pre-requisite swim session in advance. The class will meet December 18-21 and the online portion must be completed before December 18. Junior lifeguarding is a non-certification class for youth ages 11-14 that have an interest in becoming a lifeguard or swim instructor in the future, this class covers much of the skills and content from the regular lifeguard class. The CPR/first aid class is a blended learning class that is done online first then once complete, participants can attend the two hour skills session on December 27 to complete the certification. Go to [www.crazedigital.org/i/855847-fall-2017](http://www.crazedigital.org/i/855847-fall-2017) to get full descriptions of each class.
- **Costume Carnival:** The family friendly, 14<sup>th</sup> annual Costume Carnival was a great success. Everyone enjoyed the carnival games including making slime, a cake walk and even a video game station. This year Kontagious Director Albee Abigania outdid himself with lights and a new sound system so the stage area of the gym was more obviously a stage and dramatic. A dozen different dances were performed. Mountlake Terrace Dance Academy presented Tap, Ballet, Irish Step, Hip Hop and Lyrical dances. Kontagious Performing Company (KPC) presented several Hip Hop dances and a song! All proceeds are split between KPC and Mountlake Terrace awarding the Dance Academy program \$283 towards dance scholarships.
- **Kids Quarterly Dance:** 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. Physical coordination and problem solving tasks are part of this curriculum and can help with reading and math skills. It is amazing how important movement is for brain development!
- **Dance Academy Winter Concert:** On December 9 Mountlake Terrace Dance Academy students ranging in age from 3.5 to seniors will be performing at the Mountlake Terrace High School Theater. Tickets will be sold for \$8 at the door starting at 12:00 p.m. until the show begins at 1:00 p.m. The show is expected to last about two hours with an intermission. This show is always a great warm up for the winter holidays with lots of diversity in music and dance styles and yes... remixed Christmas carols.
- **Dance Academy Second Semester:** Starting December 1 you can begin enrolling in second semester Dance Academy courses beginning Monday, February 5. First semester runs through the end of January and kids can start mid-semester and be pro-rated if you want to start now! For more information or placement contact Chloe Davenport (425) 640-3107 or see the craze at [www.crazedigital.org](http://www.crazedigital.org).
- **Youth Programs Staff Training:** On November 4 Anne Ford and Tara Shannon attended an all day workshop through the Washington State Family Child Care Association. They both earned 6 STARS credits. On November 1 Anne Ford, Tara Shannon, Klara Dimitrova and Tracie Neal attended a STARS Training on Adverse Childhood Experiences, this was a two hour training put on by the Snohomish Health District.

- **HEAL Program:** The Youth Program Department with Mountlake Terrace Recreation have begun the Healthy Eating and Active Living (HEAL) program. This program teaches children in the Kids Krew program about the benefits of eating healthy and being active. The children will learn about the different food groups and how much of each group is healthy. This program was funded by a grant from Verdant.
- **Non-School Daycare:** Mountlake Terrace Recreation and Parks youth programs offers care on non-school days. The next non-school day is Friday, November 10 in observance of Veterans Day. This day is currently full. The next non-school day is Wednesday, November 22. To sign up for this day, call (425) 776-9173.
- **Winter Sports:** Registration for winter sports opens on November 17. Men’s basketball and co-ed volleyball are available. Leagues begin after the first of the year. Volleyball is played on Tuesday nights. Basketball is played on Monday or Wednesday. Both sports have a guaranteed 10 games with top teams making the playoffs. For more information or to register, call (425) 776-9173.
- **Parks and Facilities Staff Prepare for the Season:** Staff is preparing for the fall\winter season including winterizing irrigation systems and outside faucets, blowing leaves and cleaning park storm drains, cleaning and clearing roof tops and down spouts, working on building heating systems, and preparing the Evergreen Ballfield Complex for the Tree Lighting Ceremony on December 1.
- **Student Observing Ballinger Park:** Edmonds Community College student Chelsey Yan has contacted Park staff and is observing Ballinger Park as part of an Ecology project. Chelsey has reviewed the Ballinger Park Master Plan and is observing the natural restoration happening at Ballinger Park over the next few months.

**POLICE DEPARTMENT UPDATES**

Weekly Activity								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	38	73	8	7	0	3	2	5
<i>YTD</i>	1784	2478	351	223	33	104	69	100

**Significant Incidents**

- On November 7 at 10:05 a.m. an officer took a vehicle theft report from the condominium complex in the 23500 block of Lakeview Drive. The victim reported that his Cadillac was stolen sometime between November 4 and that morning. The victim believes the thief may have used a valet key that was left in the glovebox.
- On November 7 at 6:47 a.m. Mountlake Terrace Officers responded to an in progress motor vehicle theft in the 21800 block of 51<sup>st</sup> Avenue W. While in route, SnoCom advised that the victim was fighting with the suspect in the street. Upon arrival, a 64 year-old male was safely detained. It was determined that the suspect, without permission, entered a locked backyard shed and was observed backing the victim’s vehicle down his driveway. The suspect, who was

a distant relative of the victim and had not been seen in 10 years, was transported to Snohomish County Jail where he was booked on burglary and vehicle theft charges.

- On November 6 at 9:30 a.m. officers responded to the Terrace Heights Apartment complex on a report of a white male in his 20s-30s putting graffiti on the back of a building. A resident was reporting that she had not seen the suspect actually painting the building but he was painting items in front of him. The officer noted that several containers on the ground had silver paint sprayed on the lids which matched the graffiti painted on the building. The suspect could not be located and the surrounding area was checked without success. The reporting party did have pictures of the suspect on her phone to provide to the officer.
- On November 5 at 9:40 p.m. an officer responded to a reported vehicle prowling in the 6800 block of 220<sup>th</sup> Street SW. The reporting party said that she parked her vehicle around 7:30 a.m. and when she returned at 9:30 p.m. she found that the passenger window had been smashed out. Missing was a backpack that had been on the front passenger seat. No suspects were seen.
- On November 5 at 10:07 p.m. Mountlake Terrace Officers were dispatched to a trespass complaint in the 6600 block of 220<sup>th</sup> Street SW. During the contact with the suspect, a 21-year-old, a Seattle Municipal Court warrant for \$10,000 was located. The suspect was arrested and during a search of the suspect she disclosed that she had narcotics in her belongings. Officers located what appeared to be methamphetamine and heroin. The suspect was booked into the Snohomish County Jail for the drugs and her warrant.
- On November 5 at approximately 1:15 a.m. an officer while on routine patrol in the 6000 block of 244<sup>th</sup> Street SW located a vehicle with an associated warrant for DUI. When the driver was contacted he handed the officer an ID card that appeared to be fake. Checking further the officer was able to determine the ID card was fake and that the individual was being untruthful about his identity. The suspect was placed under arrest, his real identity confirmed, and multiple warrants for DUI, DV Assault 4 and interfering with reporting domestic violence were located in the system. The suspect was booked in the Snohomish County Jail on his warrants, charged with Making False Statements and being in possession of a fictitious driver's license.
- On November 4 at 8:00 a.m. an officer was dispatched to the Premera Blue Cross parking lot for a vehicle prowling report. The victim reported parking his car in the lot on November 3 at 5:00 p.m. The victim stated he was alerted to the prowling by security sometime between 7:00-8:00 a.m. on November 4 when security found the smashed window. Nothing appeared to have been taken from the car and no suspects were seen.
- On November 4 at 9:39 a.m. an officer responded to the Red Dragon Casino for a disturbance. The manager of the casino was in the parking lot with a customer that he wanted trespassed from the business. According to the manager the subject has mental problems and he often returns to the business and threatens employees. The officer issued a trespass order and made sure the disruptive individual understood he was no longer welcomed at the casino.
- On November 3 at 3:58 p.m. an officer responded to an exposure in progress in the 5300 block of 212<sup>th</sup> Street SW. The victim had reported seeing a naked male gyrating against a pole. Once in the area, the officer located a naked white male wearing a red and white wrestling mask and

holding a tweed coat in front of him. Upon seeing the officer the suspect took off running and he was not located again.

- On November 2 at 11:05 p.m. an officer responded to a disturbance at a residence in the 4200 block of 236<sup>th</sup> Street SW. Officers spoke to the male and female at the residence who admitted having an argument that turned physical. Both told similar stories of the punching, slapping and kicking that occurred. The male resident was arrested as the primary aggressor and booked at the Lynnwood Police Department Jail for DV Assault 4.
- On November 2 at 12:03 p.m. an officer took a missing person report about an adult male missing from the 22300 block of 39<sup>th</sup> Avenue W. The mother was reporting her 20-year-old son with health issues had not been heard from since July. He is a heroin user and prone to violent rages. She was concerned that something may have happened to him. A quick check by a detective found that the subject had been released from the King County Jail on November 4.
- On November 1 at 11:29 a.m. officers responded to a residence in the 22300 block of 66<sup>th</sup> Avenue W for a physical domestic. The home owner was reporting that she had been assaulted by her 14-year-old son who had thrown a can at her striking her in the nose. The officer's report indicates she had an obvious laceration to the bridge of her nose that was still bleeding. The son was arrested for assaulting his mother and he was booked at the Denny Youth Center in Everett.
- On November 1 at 8:09 a.m. an officer took a burglary report at a residence in the 4000 block of 225<sup>th</sup> Place SW. The homeowner had left the residence around 5:30 a.m. that morning. Around 6:30 a.m. he received a call from a neighbor about his dog being loose in the street. The victim said that he returned to find his dog outside, his front door kicked open and some jewelry missing from his wife's jewelry box. No suspect was seen and evidence at the home was limited.

### **Detective Unit Update**

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| <ul style="list-style-type: none"> <li>• Cases Assigned           <ul style="list-style-type: none"> <li>○ 17-16058 Death Investigation</li> <li>○ 17-16198 Dangerous Dog</li> <li>○ 17-16225 Burglary</li> <li>○ 17-16295 Missing Person</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Cases Cleared           <ul style="list-style-type: none"> <li>○ 17-15357 Burglary</li> <li>○ 17-15949 Runaway</li> <li>○ 17-15787 Burglary</li> <li>○ 17-13677 Theft</li> </ul> </li> </ul> |
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### **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 emphasizes in school zones and bus stops.
- Sergeant Pickard met representatives of Taylor's Landing regarding homeless encampments. The conversation was productive and a plan for dealing with the issue was developed.
- Directed patrol at Terrace Ridge Park, Markland Woods and Northern Lights due to complaints of property crime and transient activity.
- Traffic emphasis on 48<sup>th</sup> between 216<sup>th</sup> and 222<sup>nd</sup>, on 66<sup>th</sup> between 233<sup>rd</sup> and 65<sup>th</sup> Place.

**Code Enforcement Property of the Week**

On August 18, Code Enforcement followed up to a residential nuisance complaint at 5400 block of 236<sup>th</sup> Street SW. After Code Enforcement arrived and documented the conditions, a civil notice of violation was issued for inoperable vehicles, and vehicles on unimproved surfaces. Commercial vehicles are prohibited from being stored on residential properties under City zoning codes.

On September 25, the vehicles were moved and parked partially on the City right-of-way and private residential property. Code Enforcement later responded to parking involving the vehicles. A week later, Code Enforcement was contacted by the property owner(s), who agreed to remove these vehicles from the property. Shortly thereafter, the vehicles were removed.

**Other Items of Interest**

- At the November 6 City Council meeting the Mountlake Terrace Police Department's two newest officers, Meghan Johnson and Thomas Sheets, were sworn in before the Council by Chief Greg Wilson. With other command staff members and family attending, Officer Johnson had her mother pin on her badge and Officer Sheets had his wife pin on his badge.
- On November 2 Commander Hansen led an oral board for the Regional Drug Task Force position.
- On November 2 Commander Haynes led the oral board for a lateral applicant.

**NEWS RELEASES**

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

**MARK YOUR CALENDARS**

- 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 8<sup>th</sup> Street

Sincerely,

Scott Hugill, City Manager  
City of Mountlake Terrace