

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 12, 2016

Members of the City Council
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Councilmembers:

COUNCIL MEETINGS

The City Council's next regular meeting is scheduled for **Monday, August 15, 2016** beginning at 7:00 p.m. in the Interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: (1) Swearing in of New Police Officer Kyle O'Hagan; and (2) 2016 Second Quarter Police Department Report.

The City Council's next work/study session is scheduled for **Thursday, September 1, 2016** beginning at 7:00 p.m. in the Interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items include: (1) Snohomish Health District Presentation; (2) Review of Staffing Agreement with Sound Transit (Tentative); (3) Review of Hazard Mitigation Plan Resolution (Tentative); (4) Review of Critical Areas Ordinance (Tentative); and (5) Review of Code Enforcement Notice Provisions Amendments.

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City:** Residents, business owners and others from the community are invited to attend and ask questions or have a casual conversation with City officials. Feel free to drop in and enjoy a cup of coffee and 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, September 7, 2016 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Mountlake Terrace Proposition 1 Update:** As of Thursday evening, August 11, Proposition 1, a property tax levy lid lift to fund Interim City Hall rent and help pay for Recreation and Parks, is passing at 53% with fewer than 150 ballots left to count. According to Snohomish County Elections, Mountlake Terrace had 35.5% ballots returned with a total of 4,259 votes cast. The City Council received an update at their August 11 work/study session about next steps. This fall, the Council will review the role of a citizen Task Force to begin working with the community on a plan for a new City Hall to be designed, funded and constructed by 2019 when the current Interim City Hall lease runs out. The City Council expressed their thanks to the community for supporting the levy.

- **Congressman Rick Larsen Visits City:** On August 12, U.S. Rep. Rick Larsen visited Ballinger Park along with Mayor Smith, Mayor Pro Tem Ryan, Councilmember McCardle and city staff. The purpose of the meeting was to continue discussion with the federal delegation about funding opportunities to implement the Ballinger Park Master Plan. Thanks to Rep. Rick Larsen for taking the time to come to Mountlake Terrace and working hard on behalf of our residents and the community.

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **LDS Church Conditional Use Permit and Minor Site Plan Amendment at 22015 48th Avenue W:** A 30' by 60' open-sided picnic pavilion is being proposed by the Church of Jesus Christ of Latter-Day Saints. The proposed pavilion is located on the northeast corner of the site and includes 1,160 square feet of sidewalk to connect and surround the pavilion apron. Permits were submitted on May 27. Notice of Application was posted on August 9 and is open for public comments until September 9.
- **Mountlake Terrace Elementary Reconstruction Conditional Use Permit and Variance at 22001 52nd Avenue W:** Edmonds School District is proposing a demolition of Mountlake Terrace Elementary and reconstruction of a two story 63,800 square foot school facility for K-6 students including site utilities and site improvements. Edmonds School District also proposes a variance from electronic vehicle charging stations installation requirements per Mountlake Terrace Municipal Code 19.126.040(A)(1). Notice of Application was posted on August 2 and is open for public comments until August 31.
- **Solana Townhomes Fee Simple Unit Lot Subdivision at 5503 240th Street SW, 23908 & 23906 55th Avenue W:** This is a proposed 19-unit live/work flex townhouse project in the City's Community Business Downtown Zoning District. The application was submitted on July 29 and is currently in completeness review.
- **Melody Hill Shops and Apartments Site Plan Application at 6205 222nd Street SW:** This proposed construction of two mixed-use buildings with 464 residential units over 70,000 square feet of commercial space at the former Melody Hill School site has been re-submitted in response to requests for additional information for the City's third consistency review. Sound Transit has begun acquiring the property for construction staging of light rail in Mountlake Terrace and Lynnwood, which may preclude the development project for some time.
- **Network Transmission Authority WA, LLC Franchise Agreement Application:** Proposal to use City-owned poles and two proposed transport sites near Jack Long Park, 227th Place SW and 42nd Place W to relay high-speed, high-capacity bandwidth for electronic devices using fiber, repeaters, and microwave technology. The applicant re-submitted a letter and materials on July 11 responding to requests for additional information and the City provided second consistency review comments on July 25 for the applicant to address.
- **52nd Avenue Short Plat at 22509 52nd Avenue W:** A three-lot short plat located adjacent to Terrace Creek Park. Land Use decision was approved with conditions issued on August 4.

- **WESCO Warehouse Site Plan – Minor Scale at 21604 66th Avenue W:** Proposed 4,130 light industrial warehouse with five parking stalls, perimeter landscape, and new pedestrian activity area including sidewalk and street frontage landscaping along 66th Avenue W with street trees. Land use decision was approved with conditions on August 21.

ENGINEERING SERVICES AND PUBLIC WORKS UPDATES

- **Main Street Revitalization Project:** Staff met with the right-of-way (ROW) consultant UFS who has begun making offers to property owners along 236th to acquire the necessary construction easements and right-of-way for the project. The goal is to have 236th ROW complete and certified by WSDOT by the end of 2016. Staff met with KPG (the design consultant) to review comments on the design (which is at 90 percent of completion). The consultant has been directed to provide bid documents by the end of the year. Staff are meeting with Sound Transit's consultant this week to coordinate the project with the light rail improvements to ensure construction conflicts do not occur. Property owner's requests are being discussed between the City and ROW Consultant. Staff met with PUD to discuss completion of their design for undergrounding facilities as well as some concerns brought up through ROW negotiations with property owners regarding pad mounted transformers. Staff are beginning to address driveway configuration concerns with property owners. Coordination is occurring between the City and KPG for legal descriptions and exhibits for the PUD switch vault agreement.
- **Water Comprehensive Plan:** Murray, Smith & Associates, Inc. (MSA) is currently working with Public Works staff on the development of the Water System Plan update, and expects to submit to the Department of Health (DOH) in mid-2017. City staff are currently compiling necessary data to provide the consultant. A Pre-Plan meeting was held with DOH Monday June 13th in Kent. DOH expressed concern over the 13% leakage/loss that has been historically shown and will want to see a plan put in place as part of the comp plan to get it under the required 10%.
- **SCADA Design:** The Public Works Department is currently operating with a Supervisory Control and Data Acquisition (SCADA) system that was installed in the year 2000. This system provides data and information on our sanitary sewer, storm sewer, and water infrastructure. The City has developed the technical documents and requirements for a new system. Tetra Tech has completed 100% specifications with an estimated \$436,000 project cost.
- **44th/224th/45th Water Main, Sanitary Sewer, and Storm Drain Improvements:** DETOUR: The contractor is now working on 224th Street SW west of 44th and on 44th Avenue W. Expect road closures from 7 a.m. to 6 p.m., Monday through Thursday, with a detour in place. Local access for businesses and residents will be maintained.
- **Transportation and Park Impact Fee Updates:** Consultant selection is complete for the TIF and PIF update with Fehr and Peers being the successful candidate. The contract has been executed and a kick-off meeting was held Thursday July 14th with City Staff. The project has a required completion date by the end of October 2016 so it can be presented to the Council at the same time as the TIP update.

- **Lakeview Drive Overlay:** The contractor has now begun work associated with ADA ramp upgrades along Lakeview Drive which will be followed by pavement repair, planning, overlay and final striping.

RECREATION, PARKS, PROPERTY MANAGEMENT & PUBLIC WORKS UPDATES

- **Adult Sports:** Registration is open for all fall adult sport leagues. Softball begins August 22. Men's, women's, and co-ed leagues are available. Men's basketball and co-ed volleyball begin the week of September 6. For more information go [online](#) or call (425) 776-9173.
- **American Red Cross Junior Lifeguarding:** The class will be offered August 22-25 from 12:30-3:30 p.m. This course is for youth ages 11-14 and covers skills and subject matter that is in the regular lifeguarding class. Fees are \$68 for Mountlake Terrace residents and \$75 for non-residents. Registration is currently open, contact the Recreation Pavilion.
- **Aqua Kids Aquatic Camp for Kids Ages 5-7:** The camp has three more weeks to go. Frozen Fun is being offered August 15-19, Creative Construction is August 22-26, and Aqua kids Greatest Hits is August 29-September 1. This camp swims in the leisure pool Monday-Thursday, creates crafts and plays games, and on Fridays the camp canoes and barbeques at Lake Ballinger. Registration is open, fees are \$120 for Mountlake Terrace residents and \$127 for non-residents.
- **Babysitter's Training Class being offered:** The class will be offered August 15-19 from 12:45-3:45 p.m. It is for youth ages 11-15 and will cover responsibilities of babysitting, first aid, child/infant CPR, and games/activities. Fees are \$120 for Mountlake Terrace residents and \$130 for non-residents. Registration is currently open, contact the Recreation Pavilion.
- **Dance Academy and Quarterly Dance Classes:** Registration for fall dance classes started August 1. We have added Modern Dance to our regular lineup of Ballet, Jazz, Tap, Hip Hop and Irish Step Dance in the yearly program. Several new and exciting teachers have been hired for the next season of dance. (Look for their biographies on our Dance webpage in the next month.) We are expanding our adult classes with Tap Dance and East Coast Swing in late afternoon for the retired community. Also new on the schedule is Flamenco for Teens and Adults. Check it all out in the [Craze](#). Classes begin Monday September 12.
- **Dance Camps in August:** We still have two more weeks of dance camp. It is not too late to get your little one into these fun events. We have space in My First Dance Camp for ages 3-5, Cheer Camp for ages 5-8, and Magical Forest Stories for ages 4-6. Call the Pavilion at (425) 640-3107, go [online](#), or stop by the Pavilion to register.
- **Espresso Specials:** Summer is here! The espresso stand at the Recreation Pavilion will have some great specials to celebrate this August. Each week, receive \$.50 off a 16oz drink!
 - August 15 Triple Berry Italian Soda
 - August 22 Iced Vanilla Latte
 - August 28 Cinnamon Dolce Latte

- **Fall Clean-Up Event:** The Recreation Park Advisory Commission is planning the annual Fall Park Clean up event for 2016. The event is scheduled for September 17, at Ballinger Park. Volunteers should arrive at 9:00 a.m., wear appropriate attire, and bring gloves and hand tools. Groups should contact Parks and Facilities Superintendent Ken Courtmanch prior to the event at (425) 776-1811.
- **Fall Craze is Here!:** The Fall 2016 Craze was delivered to mailboxes on August 1. The [digital Craze](#) has also been updated for convenience.
- **Indoor Playground:** Too hot to play outside? Come to the Pavilion and beat the heat! The indoor playground is full of playhouses, slides, dolls, trucks, a ball pit and much more! It is the perfect place for kids aged 0-5 to get out of heat. The indoor playground is also available to rent on the weekends for birthday parties or play-dates! See the [summer schedule](#).
- **Land Fitness Classes:** INSANITY is a new fitness class starting September 15 that pushes you with interval exercises for 3 minutes and then gives a 30 second rest. This kind of training is great for burning calories and pushing you past any plateau you might be feeling in your fitness training. We still offer excellent Yoga, Tai Chi, Zumba, PiYo, Turbokick and Stretch & Tone. Check it out in the Craze.
- **Registration:** Registration is now open and available for all summer camps, and fall programs such as Preschool, Junior Kids Krew and Kids Krew.
- **Skyhawks Camps:** There are a few Skyhawks sport camps left this summer! Basketball, flag football and mini-hawk camps are available in August. Kids will learn skills and techniques while having fun! For more information, or to register call (425) 776-9173.
- **Summer Camp Special:** Any child who has attended a camp in 2016 can register for any remaining camp for 10% off! Dance, Tennis, Aqua Kids, and Skyhawks camps are available. Rules and restrictions apply. Call (425) 776-9173 for information and to register.
- **Summer Swim Team:** The Marlins Swim Team are in their last week of practice getting ready for the all-league championship meet at Snohomish Aquatic Center on Saturday, August 13. The meet will be split into two sessions: swimmers ages 11 and up will swim in the first session from 7 a.m. to noon and swimmers ages 10 and under will swim from 1:00-5:00 p.m.
- **Tennis Camps/Lessons:** There are a few weeks of tennis camps and lessons remaining. Learn new skills and improve your play with drills and games. Coach Brian Anderson has played tennis for over 20 years and has been coaching for over 10 years. Camps run Tuesday-Friday and lessons are Tuesday/Thursday. For dates and times, and to register call (425) 776-9173.
- **Youth Camps:** It was an especially fun week for kids attending Summer Camp at the Recreation Pavilion. Jr. Kids Krew and Majors both enjoyed the theme "Holiday Hullabaloo," which included dressing up and celebrating different holidays every day of the week. All-Stars had a blast during a trip to Gasworks Park followed by a CenturyLink Field Tour (Go Hawks!). Summer is not over; do not miss out on the fun! August camps still have a few open spots. Call the Recreation Pavilion today and see what is available!

POLICE DEPARTMENT UPDATES FOR AUGUST 8-12, 2016

Weekly Activity								
	Reports	T-Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	35	48	12	6	1	2	1	0
YTD	1,235	2,314	222	152	19	79	38	86

Significant Incidents

- On August 3 at 11:22 p.m., Mountlake Terrace Police Officers responded to the 22300 block of 53rd Avenue West in regard to a prowler. The male subject was confronted by the homeowner in his backyard. When confronted by the officer, the subject ran from the area. No track was conducted for the subject.
- On August 8 at 12:08 a.m., Mountlake Terrace Patrol Officers responded to the Lakeside Apartments (6000 block of 219th Street SW) for an unwanted subject sleeping inside the laundry room and the door was also locked from the inside. The caller, an employee, wanted the subject removed. The person inside the room did not respond to the officer's commands to open the door. Even using keys to open the door were not successful. Snohomish County Fire District 1 Engine 19 responded to the scene and opened the door which caused damage to the door and frame. Once inside, the offices found a male subject sleeping on top of the washer/dryer machines. The subject was not a resident of the apartment complex and did not have permission to be on the property. He was arrested and charged with Criminal Trespass.
- On August 9 at 9:47 a.m., Mountlake Terrace Patrol Officers responded to a residence in the 22400 block of 40th Avenue West in regard to a welfare check of the occupant of that residence. The reporting person had not heard from the subject in some time. Once on scene, the officers entered the residence and located a lone adult male deceased from what appeared to be possible drug overdose.

Detective Unit Update

- Cases Assigned
 - 1- Unlawful Issuance of Bad Checks (UIBC)
 - 1- Assault
 - 1- Sex Offense
 - 1- Hit and Run-Attended
 - 1- Fail to Register
- Cases Cleared
 - 3 - Burglaries

Directed Enforcement/Community Outreach

- Mountlake Terrace Patrol Officers continue to work on various locations where there have been complaints of speeding vehicles and/or narcotic complaints.

- The speed trailer is currently located in the 23200 block of Lakeview Drive due to complaints of high speed vehicles in that area.
- Officers continue to make frequent checks of the Gateway property and Ballinger Park due to reports of transients/campers.
- Animal Control Officer McKee continues to monitor off leach dog violations at several Mountlake Terrace Parks.
- Graveyard officers continue with extra patrols and business checks at the Boat Ramp, Recreation Pavilion, Transit Center, Nelson Business Park, Studio 6, Crazy Moose Casino, Ballinger Park/Senior Center, Albertsons, Mountlake Terrace High School, QFC, AM/PM at 212th and 44th, and the Mosque.
- On August 7 Acting Sergeant Porter, along with Officers Krahn, Dunmire and O'Hagan, attended a community BBQ at the mosque on 56th. Sergeant Porter wrote in an email that, "It was an extremely productive and friendly event from the standpoint of fostering community relations and connecting with a community that could really use our support. There was a tremendous sense of hospitality." Sergeant Porter also wrote, "I quickly lost track of everyone's names as there seemed to be an endless stream of people who wanted to talk to us. Everyone that introduced themselves came bearing a plate of tandoori chicken, hamburgers, watermelon or ice cream. Suffice it to say we were well fed and we all felt like we made new friends in the community." The officers met the assistant imam who grew up in Mountlake Terrace and fondly remembered Commander Pickard as his School Resource Officer.
- Sergeant King spoke with juveniles at Urban City Coffee and gave out stickers.
- Officers Perry and Moss provided assistance to a homeless man.
- Officer Moss introduced himself to the owner of the tattoo shop at 220th Street SW and 64th Avenue West.
- Officers Moss and Cronk attended the Mukilteo Police Department shooting debrief.

Code Enforcement Property of the Week

On June 3 Mountlake Terrace Code Enforcement received an anonymous complaint of a car parked on the front lawn and grass growing around it near the 5800 block of 221st Street SW.

Code Enforcement verified the complaint and issued a Notice of Violation to the property owner(s) for the following violations: 8.15.050.B.3 (All motor vehicles shall be parked on an improved surface anywhere on a property, or on a maintained surface per MTMC 19.125.070) and 8.15.040.A.1 (Vegetation exceeding 12 inches in height (exclusive of plants and flowers within a flower bed or container, shrubbery, or trees) located in any front, back, or side yard, adjacent public right-of-way or planting strip, or any vacant property).

On July 13 Code Enforcement inspected the property and noted the vehicle had been removed from the front lawn and re-parked in the driveway and the tall vegetation was maintained.



Other Items of Interest

- On August 4 Mountlake Terrace Police Officer Kyle O'Hagan started his Field Training Program with Sergeant Burkett's squad.

NEWS RELEASES

The following news releases issued this week can be found [here](#):

- 2016 Arts of the Terrace, Call for Artists
- Babysitter Training at Mountlake Terrace Pavilion

MARK YOUR CALENDARS

- **August 17, 4:00-7:00 p.m., Mountlake Senior Living Ribbon Cutting**
- September 7, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 14, 6:00 p.m., Annual Evergreen Award Program, Ballinger Clubhouse
- September 15, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 17, 9:00 a.m., National Day of Service, Ballinger Park
- September 24-October 9, Arts of the Terrace Juried Art Show, Mountlake Terrace Library
- October 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- November 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 10, 5:30 p.m., Snohomish County Cities Meeting, TBD
- December 2, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 14, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill
City Manager
City of Mountlake Terrace