

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

September 2, 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 **Tuesday, September 6, 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) Proclamation for Constitution Week 2016 (September 17-23); (2) Approval of Professional Services Contract with Gordon Thomas Honeywell Governmental Affairs; (3) Public Hearing and Adoption of Code Enforcement Notice of Violation and Service Provision Amendments; (4) Adoption of Hazard Mitigation Plan Resolution; and (5) Adoption of Transportation Benefit District Resolution of Intent Setting Public Hearing.

The City Council's next work/study session is scheduled for **Thursday, September 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) First Review of Critical Areas Ordinance; and (2) City Manager Performance Evaluation Process.

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

- **Evergreen Awards:** This year we have 26 winners and 8 honorable mentions for the Evergreen Awards. We continue to contact the property owners and are working on the presentation for the event. After a brief hiatus last year for budgetary reasons, we are back on track.

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

Open House on Low Impact Development (LID)

The City will be hosting a public open house on September 13 between 6:00 and 8:00 p.m. at the Ballinger Clubhouse to introduce *low impact development (LID)* principles and how they might be implemented in the City of Mountlake Terrace. Low impact development is an approach to stormwater management that attempts to mimic a site's pre-development hydrology through on-site infiltration, absorption, and evapotranspiration processes rather than collecting stormwater and sending it downstream.

The open house will include:

- An explanation of what LID is, how it works, and why the Department of Ecology is requiring that cities update codes to make LID the preferred and commonly used approach to stormwater management.
- Exhibits showing street designs under current development standards, and what they might look like under LID standards. For example, LID street designs may integrate bioretention swales and street trees into center medians, planter strips, bulb-outs and similar areas that might accommodate LID forms of landscaping.
- An explanation of the role of trees in a site's natural hydrology and the importance of retaining and expanding the city's tree canopy to implement LID.
- A discussion of possible changes to codes and regulations, including:
 - A new chapter on process, describing how an LID approach to development will be considered in the early stages of site design. The expected process would include early site analysis and a follow-up staff evaluation to provide needed direction on the type of site design an applicant should consider.
 - Expanded tree planting, removal and replacement provisions applicable to all development types, including provisions for replacing lost trees with new trees either on-site or in approved off-site locations.
 - A new clearing and grading ordinance that establishes a process for site clearing and grading consistent with LID principles.
 - New standards for maximum impervious surfaces allowed in all zones, including residential.

The open house will follow the first LID work session by the Planning Commission, which will occur September 12. More information on LID is available on the City's website, which staff will continue to update as new information or updates become available.

ENGINEERING SERVICES AND PUBLIC WORKS UPDATES

- **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. This is scheduled for the last two weeks of August, with paving occurring the first week of September.

- **Lakeview Trail Project:** Some vegetation replacement will occur in the fall when it is more appropriate to plant various species.
- **Main Street Revitalization Project:** 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 owners' requests are being discussed between the City and ROW Consultant. Staff met with the 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.
- **Public Works:** After Public Works crews made sidewalk repairs on 219th, there was a short in the line causing a failure in all the lights on 219th and along 60th. Crews isolated the lights starting at 220th and were able to find the short. It was repaired this week and lights are back! Public Works also had a 5-year inspection done on the Cedar Way Dam. Crews removed some vegetation from the site and it was deemed to be in good shape. In addition, crews have been cleaning storm drains south of 236th this past week.

RECREATION AND PARKS

- **Swim Lesson Registration:** Registration will open to everyone both online and in person on September 1. Fall swimming lessons will begin on Friday, September 9 through Tuesday, September 13. Schedules for lessons are available online and in the lobby.
- **Aquatics has hired 10 new staff:** They are currently in training and will continue their training for the first session of swimming lessons. They will fill in some spots vacated by staff who have left for college.
- **Recreation Pavilion will have a modified schedule for the Labor Day Weekend:** Saturday, September 3 the facility will be open from 7:30 a.m. to 3:00 p.m. On Sunday, September 4, the facility will be open 8:30 a.m. to 3:00 p.m. Monday, September 5, the pavilion will be closed in observance of Labor Day.
- **Fall Pool Schedule:** The schedule begins Tuesday, September 6 with drop-in swimming and fitness September 6-8. There are no swimming lessons scheduled these days.
- **Dog Obedience:** Recreation and Parks is offering a new session of Dog Obedience Classes for puppies and advanced dogs beginning September 14 and 15 at the Recreation Pavilion at 5303 228th Street SW. The Basic class is currently filled.
- **Puppygarten Class:** This class focuses on socialization and basic obedience such as sit, come and walking on a leash. The instructor will also discuss other basic behavior issues. Puppies must have current vaccinations and be between 8-16 weeks. Participants should bring proof of shots, the puppy with a buckle collar, a six-foot leash and food treats. This class meets

Thursdays starting September 15 from 7:00 to 8:00 p.m. at the Recreation Pavilion. Fees are \$80 for Mountlake Terrace residents and \$85 for non-residents

- **Youth Summer Camps:** The 2016 summer camps were a huge success. The children went on great field trips and joined in wonderful and fun activities. A big THANK YOU to all the staff and children that participated in the summer camps this year, contributing to that success. Way to go Youth Programs!
- **School Year Care:** There is still some room for the Kids Krew program at Madrona in the afternoons. Mountlake Terrace and Terrace Park Elementary programs are full. To register for Madrona, or to get on the wait list for a program, call (425)776-9173.
- **Preschool, Kindergarten Readiness & Jr Kids Krew:** Kindergarten Readiness is full for the upcoming semester. Preschool and Jr Kids Krew have a few spaces left. If you are interested in the Jr Kids Krew program or preschool, contact Tracie Neal to set up a tour. (425)776-9173.
- **Racquetball Tournament:** The fall racquetball tournament is coming up on Saturday, September 24. The deadline for entry is Monday, September 19. Compete in singles or doubles. For more information, or to register, call (425)776-9176.
- **Kidz Love Soccer:** The fall session of Kidz Love Soccer begins September 15. Kidz Love Soccer has programs for children ages 2-10 years old. Kids will learn about soccer and practice basic skills. To register call (425)776-9173.
- **Espresso:** Next week's espresso special is Almond White Mocha. Stop by the Recreation Pavilion's espresso stand September 4-10 and receive \$.50 off a 16 ounce!
- **Dance & Fitness for 55+:** We have built a great variety of options for people to stay fit and active with conscious care and a focus on low impact activity. Some of these classes are prepared for the 55+ community and some are just low impact by nature. Tai Chi, Stretch & Tone, Gentle Yoga, Swing for Seniors, Tap for Seniors, and of course Silver Sneakers, Classic, Yoga and Circuit are all offered during the day. Come check out how fun it can be to sweat without feeling like you are putting yourself at risk of injury.
- **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 55+ community. Also new on the schedule is Flamenco for Teens and Adults. Check it all out in the Craze. Classes begin Monday, September 12.
- **Fall Fitness Classes:** INSANITY is the newest fitness class we have added. This class is circuit based and you compete against your best without worrying about the next person. Still ever popular PiYo, Turbokick, Zumba, and Yoga for Core Strength are available so you have a variety of ways to stay fit. Check it all out in the Craze.

- **Local Business Schedule Volunteer Effort:** Park Staff met with Joe Orton from local business Crystal Commerce to schedule an employee volunteer effort at Ballinger Park. Mr. Orton plans on a volunteer effort of approx. 15-20 Crystal Commerce Employees for September 16, and intends on working on trails and along the creek bed at the park.
- **Eagle Project at Evergreen Playfield Completed:** Reagan Tedrow completed an Eagle project on Saturday August 27. Reagan assembled a bleacher that was placed near the track at the Evergreen Playfield Complex. He also installed a bench and concrete pad near the entry to the tennis courts. Bev Carter and her family purchased the materials as a memorial to their mother who used to frequent the area. Staff will work with Reagan and the Carter family to schedule a brief recognition before Council in the near future.
- **Eagle Project Started at Evergreen:** Dustyn Stelter is currently working with staff to install a retaining wall at the Evergreen Playfield Complex near Evergreen Field #3. Dustyn has raised funds and has started the process of installing a retaining wall. Dustyn intends to complete the project prior to the Labor Day weekend.
- **MLTDOG Work Party Over the Weekend:** MLTDOG members Kimberly Sloan and Alina Rush have stepped up to help keep MLTDOG going after former president Jim Ito had to resign as he moved out of state. Kimberly and Alina completed a work party on Saturday August 27. Work completed includes spreading wood chips, general clean up and addressing other park amenities.
- **Park Staff Prepares for Fall Soccer:** Park Services staff have been working to prepare playfields for the upcoming soccer season. Work includes a fall fertilizer application, preparing soccer goals, and painting all soccer lines on the turf.
- **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.

POLICE DEPARTMENT UPDATES

WEEKLY ACTIVITY FOR AUGUST 22-26, 2016								
	Reports	T-Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	43	53	12	3	2	4	2	4
<i>YTD</i>	1362	2458	252	164	23	88	44	96

Significant Incidents

On August 24, 2016 at 7:15 p.m., Mountlake Terrace Patrol Officers responded to the 24200 block of 58th Place West for a welfare check. Upon arrival, Officers located an adult male not breathing and cold to the touch. The male subject had several health issues. Initial investigation showed no signs of foul play and the cause of death appeared to be from natural causes. An investigator from the Snohomish County Medical Examiner's Office arrived on scene and removed the adult male from the scene.

Detective Unit Update

CASES ASSIGNED

- Death - 2
- Assaults – 2
- Sex Offense - 1
- Missing Person - 1
- Fraud - 2
- Theft - 1

CASES CLEARED:

- Robbery - 1
- Sex Offense – 1
- Theft - 1
- Child Protection Services - 1
- Fraud - 2

Fraud: Victim was defrauded of her wedding ring. She lives in North Carolina. She reached out for assistance. After some investigation, we were able to locate a local suspect and recover the ring from a local pawnshop. The ring will be reunited with its owner.

Directed Enforcement/Community Outreach

- The speed trailer is deployed in the 22100 block of 54th Avenue West due to residents expressing concerns about speeding vehicles.
- Sergeant Sheets' crewmembers visited the new marijuana store.
- Day shift officers visited with a girls softball team at Evergreen Playfield and handed out stickers to several park attendees.
- Sergeant Sheets and Officer Dunmire assisted property owners and civil engineers with removing a homeless camp in the 22200 block of 70th Avenue West.
- Officers continue to conduct extra patrol checks at the Studio 6 Motel, Recreation Pavilion, Boat Ramp, Ballinger Park, Albertsons, Mountlake Terrace High School, and Northern Lights Apartment complex.
- Officer Brecht visited a block party at the Silver Oaks Apartment Complex.

Code Enforcement Property of the Week

On August 24 and 25, 2016, Mountlake Terrace Code Enforcement performed a parking emphasis at 21900 to 21800 block of 56th Avenue West. Code Enforcement issued correction notices and parking citations to multiple vehicles, including a silver Volkswagen Passat, a black Mercedes and black Volkswagen Passat in violation of MTMC 10.10.230 – (Abandoned vehicles missing rear license plate, having an expired license exceeding 30 days, and flat tires), and MTMC 10.10.190 – (Storing vehicles on the public street over 72 consecutive hours). These vehicles were tagged with police marker, and their tires were chalked. On August 30, 2016, Code Enforcement returned to the location and noted previously issued correction notices and parking citations were intact. The police marker and tire chalk marks were also intact. No corrections were made to any of these vehicles. Code Enforcement contacted SNOCOM dispatch and requested multiple tows. Subsequently, the above vehicles were impounded and towed away.

**Other Items of Interest**

- Chief Wilson attended, “The Critical Issues Forums” hosted by the International Association of Police Chiefs (IACP) in Seattle on August 29. The focus of these forums is to hear from law enforcement executives around the nation about the critical issues their agencies and communities are facing. Topics/concerns emerging from these sessions will help focus the efforts undertaken by IACP and the law enforcement profession over the next several years. Seattle was selected as one of eight regions in the nation to host the forum (Boston, Houston, Seattle, Los Angeles, Denver, Orlando, Cincinnati, and Detroit). The IACP was formed in 1893 and has 27,000 members representing 135 countries around the world.
- Deputy Chief Caw and Commander Hansen attended Tactical Incident Command and Leadership in Redmond, Washington.
- Throughout this week, department personnel viewed a law enforcement training video in regards to working with the transgender community.

NEWS RELEASES

The following news releases, issued this week, can be found on the [City's webpage](#):

- Man Shot by Resident
- Pavilion Offers Modified Swim Schedule for Labor Day
- MLT Recreation Offering Dog Training
- Join the Conversation Coffee with the City September 7, 6 pm
- Parks National Day of Service September 17

MARK YOUR CALENDARS

- 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