

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

September 16, 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, September 19, 2016** beginning at 7:00 p.m. in the Interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: (1) Eagle Scouts Recognition Dustyn Stelter and Regan Tedrow, (2) Second Quarter Financial Report and Performance Measures, and (3) Review of Financial Policies.

The City Council's next work/study session is scheduled for **Thursday, September 29, 2016** beginning at 7:00 p.m. in the Interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: (1) First Review of Sign Code Update (Tentative), (2) Review of Staffing Agreement with Sound Transit (Tentative), (3) Review of Ordinance to Transfer Duties for Transportation Benefit District, and (4) Discuss Community Process for City Hall Project.

### **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 228<sup>th</sup> Street SW on Wednesday, October 12, 2016 from 6:00-7:00 p.m. in the Jungle Room.

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

- **Evergreen Awards:** About 70 property owners, residents and their guests filled Ballinger Clubhouse at the Mountlake Terrace Evergreen Awards Ceremony held September 14. The program encourages beautification efforts in the city by recognizing residents and businesses who take pride in maintaining their properties. This program also helps promote conservation as part of the city's sustainability strategy.

This year's presentation featured 25 award winning properties, including 14 Best Maintained Residence Awards from six neighborhoods. In addition, 10 Best Transformation Awards recognized owners who renovated their properties to become assets to the community. Most Sustainable recognition was awarded to one property owner for best utilization of green features to help preserve the environment. Eight honorable mention awards were also presented. Winners received a plaque to display at their property and viewed a slide show of winning and honorable mention properties.

Desserts for the reception were provided by two Transformation Award recipients – Crema de la Crema, Inc. and Snohomish Pie Company who were recognized for successful transformations of their properties.

### **COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES**

- **Open House on Low Impact Development (LID):** On the evening of Tuesday, September 13, Engineering and Planning staff hosted a public open house at the Ballinger Clubhouse to seek public comment and share information on the new requirement for *Low Impact Development (LID)*. Three members of the community attended; one homeowner, one developer, and one member of the Planning Commission. Attendees reviewed display boards and low impact material samples ('eco' pavers and structural soil). Posters from the Open House are on display on the city's Low Impact Development web site.

The next step for the LID project will be to host a Developer's Workshop, which is tentatively scheduled for 7 a.m. to 8:30 a.m. Wednesday, September 28 in the Council Chambers. The purpose of this meeting will be to answer focused questions on draft code chapters, including the following:

- Low Impact Development procedures,
  - Clearing and Grading, and
  - Residential Clustering.
- **Sign Code Update – Open House Scheduled:** City staff will be hosting an open house on Tuesday, September 20 at 6:00 p.m. to discuss a proposed update to the City's sign code. The update is in response to a 2015 U.S. Supreme Court decision - *Reed v. Town of Gilbert, Arizona*.

The open house will provide opportunity to introduce the issues associated with the *Reed* case, to have open dialogue on proposed measures to regulate signs under the *Reed* decision, and discuss how regulations might address new technologies. The open house will precede a public hearing on a draft sign code before the Planning Commission, which is scheduled for September 26. The draft code is tentatively scheduled for the City Council's review on September 29.

**ENGINEERING SERVICES AND PUBLIC WORKS UPDATES**

- **Lakeview Drive Overlay:** The contractor was scheduled to begin pouring ADA ramp upgrades along Lakeview Drive the week of September 12. Work related to planning and overlaying Lakeview Drive has yet to be rescheduled as inclement weather has delayed the entire Snohomish County overlay project.
- **Main Street Revitalization Project:** Staff are currently working with WSDOT on the procedure for approval of channelization west of the new Gateway Boulevard and new signal as WSDOT regulations will entail modifying the new intersection to be limited access. The City's consultant is continuing to provide offers to property owners for right of way (ROW) and easements while working with staff to address property owner concerns. Staff is continuing coordination with PUD regarding legals and exhibits for switch vaults in City ROW.

**RECREATION, PARKS, AND PROPERTY MANAGEMENT**

- **Espresso:** Next week's espresso special is Warm & Fuzzy! This is a delicious white chocolate hazelnut mocha that will warm you up this fall. Stop by the Recreation Pavilion's espresso stand August 18 - September 24 and receive \$.50 off a 16 ounce!
- **Clerk II position filled:** Long-time Recreation & Parks staff Barbara Reynoldson has accepted the position of Clerk II. This is a leadership position in charge of training and mentoring newer staff as well as making sure all aspects of customer service and office procedures run smoothly. Congratulations to Barbara!
- **Fall Swim Lessons:** Registration is underway for all days for swim lessons. Weekends will begin Friday, September 9 through Sunday, September 11. Monday/Wednesday lessons will begin on September 12 and Tuesday/Thursday lessons begin on September 13. Registration will be open for available spots through the third lesson of the session. New classes have been added to Monday/Wednesday at noon. There will be a Beginning Adult Swimming Lesson class at noon. Participants can either sign up for the session or just drop in for a class or two. On Tuesdays/Thursdays Homeschool lessons have been brought back, although at a different time than before and the ages will be split up a bit more. Also on Tuesday/Thursday a private preschool has signed on to bring their kids to swim lessons in the morning.
- **Staffing:** Aquatics has hired 10 new part time staff and they are currently in training for swim instruction and lifeguarding.
- **Edmonds School District Pool Use:** The Edmonds School district girls swim team practices have started up again at the pavilion Monday through Friday from 2:30-4:30 p.m. The pool is also being used one day a week by Cross Country teams for water running and training. The girls season will run through the first part of November and the boys teams will run from November until Mid-February.
- **Dog-Training Classes:** The Basic Dog Obedience class that began on Monday, September 12 is full with a waitlist started and will meet every Monday night at the Recreation Pavilion from 7:30-8:30 p.m. through October 24. This class teaches commands for walking on a leash, sit,

down, stand, stay and come. Behavior problems and proper equipment are discussed. If enough (4) are on the waitlist, another Basic offering will be created to accommodate those on the waitlist.

- **Intermediate Dog Obedience:** This class picks up where the Basic Class left off and prepares dogs for the AKC Canine Good Citizen test given on the last night of class. This class meets Wednesdays from 7:30-8:30 p.m.
- **Puppygarten:** This 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. Classes are taught by Caren Malgesini, who is a Certified Professional Dog Trainer (CPDT).
- **Youth Programming:** Youth programs kicked off with the start of school! Programs at the Pavilion and Madrona are all off to a great start to the year. Before and After school programs and preschool programs have been running at full capacity. There are limited openings for Madrona and Mountlake Terrace Elementary Kids Krew programs. For information, call (425)776-9173.
- **Youth Staff is Hiring:** The Mountlake Terrace Recreation Youth Programs are in need of qualified staff. Benefitted and non-benefitted positions are available. Positions include: Site Lead for school age, Site Assistant, and before and/or after school care. To apply visit [www.cityofmlt.com](http://www.cityofmlt.com) or call (425)776-9173.
- **Dance Academy and Quarterly Dance Classes:** Registration for fall dance classes started August 1. We have added Modern Dance & Lyrical to our regular line up 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 web page in the next month. We are expanding our adult classes with Tap Dance and East Coast Swing in late afternoon for the 55 and over community. Also new on the schedule is Flamenco and Salsa for teens and adults. Check it all out in the *Craze* at [www.crazedigital.org](http://www.crazedigital.org). Classes began Monday, September 12.
- **Land Fitness Classes:** INSANITY is a new fitness class that started September 15 and 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*.
- **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.
- **Local Business Schedule Volunteer Effort:** Joe Orton from local business Crystal Commerce worked with park staff to plan an employee volunteer effort at Ballinger Park for about 15-20 employees on September 16. They worked on trails and along the creek at the park.

- **Eagle Scout Recognition Monday, September 19:** Dustyn Stelter and Reagan Tedrow completed projects over the past couple of weeks in the parks. Dustyn raised funds and installed the retaining wall in the first week of September.



- **Eagle Scout Candidate Project:** Josh Harter has raised the necessary funds to add to the pathway at Bicentennial Park. He will commence his project at the end of this month. This project extends the pathway that other scouts and grants have installed in sections.
- **National Day of Service:** 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. in 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
<b>Week</b>	40	54	10	9	2	0	5	3
<b>YTD</b>	1438	2552	270	178	25	91	51	100

**Significant Incidents**

- On September 8, 2016 at 3:07 a.m., a Mountlake Terrace Patrol Officer initiated a traffic stop on a vehicle in the 21700 block of 60<sup>th</sup> Avenue West for a lane change violation. After traveling approximately 6 to 7 blocks, the vehicle came to a stop. Upon the vehicle stopping, the driver immediately opened the door and fled on foot into the Lakeside Apartment complex. Three passengers, which all remained in the vehicle, were detained and questioned about the driver. An area check turned up negative. One of the passengers was arrested on an outstanding felony warrant; the other two were released.

**Detective Unit Update****Cases assigned:**

- 2 – Burglaries: Suspect broke into laundry room, damaged machines & stole money
- 2 - Assaults
- 1- Fraud: Victim had multiple checks stolen, forged & cashed by different people
- 1 - Missing Person
- 1 - Theft: Employee stole money from business

**Cases cleared:**

- 1- Fraud
- 1- Robbery
- 1- Sex Offense: An adult male arrested and charged with sexual assault.

**Directed Enforcement/Community Outreach**

- Officer Mettler attended the Coffee with the City on September 7, 2016 to interact with the community.
- On September 12, 2016, several Police personnel attended the Vineyard Appreciation Breakfast.
- Officers assisted a motorist with loading a vehicle onto a car dolly.
- An officer allowed subjects who had dead cell phones to charge them in his patrol car.
- Officers continued to conduct local business and area checks which included Studio 6 Motel, Creekside Church, Ballinger Park, Interurban Trail, Boat Ramp, Mountlake Terrace High School, Park and Ride lot, Senior Center, Albertsons, QFC, Northern Lights Apartments, Taluswood Apartments, Markland Woods Apartments, and Greenview Apartments.
- Officer Perry spoke to some family members about bullying.
- Officers O'Hagan and Cronk attended a block party on September 10, 2016.
- Patrol Officers followed up on neighborhood complaints of possible narcotics activity in the area of 224<sup>th</sup> Street SW and 54<sup>th</sup> Avenue West.

**Code Enforcement Property of the Week**

On August 4, 2016, while responding to a parking complaint, Mountlake Terrace Code Enforcement observed two junk/inoperable vehicles and debris located on a property near 6500 block of 222<sup>nd</sup> Street SW. Code Enforcement documented the ordinance violations with photos and issued a Notice of Violation to the property owner(s) for the following; 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.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). On August 31, 2016, Code Enforcement followed up on the Notice of Violation by inspecting the property, noting both vehicles and debris were removed.





## **NEWS RELEASES**

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

- New Sign Code Open House, September 20, 6 p.m.
- 38<sup>th</sup> Annual Arts of the Terrace Juried Arts Show
- MLT Winners Transform Community
- The Kellie Moeller Calligraphy Exhibit Opens October 1

## **MARK YOUR CALENDARS**

- 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
- September 29, 5:00 p.m., 10<sup>th</sup> Annual Costume Carnival, Terrace Park School Gym
- 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