

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

August 4, 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 meeting is on **Monday, August 7, 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) Approval of PUD Interlocal Agreement for Undergrounding of Utilities (Main Street); (2) Approval of Contract for Recreation Management Software Services; (3) Approval of One-Year Extension of Edmonds School District Interlocal Agreement; and (4) Public Hearing and Adoption of Resolution in Support of City of Mountlake Terrace Proposition No. 1, City of Mountlake Terrace Civic Campus Bonds, Which Reads: "If Approved, This Proposition Would Authorize the City to Issue Bonds to Construct a New Civic Campus, Including a New City Hall and Police Station Expansion, as Described in Ordinance No. 2711. It Would Authorize Issuance of Not More Than \$12,500,000 of General Obligation Bonds Maturing Within 30 Years or Less, and Authorize the Annual Levy of Excess Property Taxes to Pay and Retire Such Bonds, All as Provided in Ordinance No. 2711".

The City Council's next work/study session is scheduled for **Thursday, August 17, 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 Second Quarter Financial Report and Performance Measures; (2) Review of 2017 Comprehensive Plan Amendments (Tentative); (3) Review of Reinstatement of Tree and Vegetation Preservation Ordinance; (4) Review of Town Center Street Parking Standards; and (5) Review of Professional Services Contract with Gordon Thomas Honeywell Governmental Affairs.

### COMMUNITY MEETINGS AND EVENTS

- **2017 National Night Out, August 1:** The City of Mountlake Terrace National Night Out was a great success on a beautiful warm evening. This year's event featured DJ RT Music, Bouncy Houses, Mountlake Terrace Dance Programs, Balloon Artist Sara Chastain from Puget Sound Balloons, MTYAA Pitching Game, Seattle Tae Kwon Do in Mountlake Terrace, Caricature Artist Steve Hartley (aka Muggshotz), Face Painting by Girl Scout Troop #43738, Edmonds Police Department K-9 Unit, Mountlake Terrace Public Safety Quiz Show, Public Safety Vehicles on 224<sup>th</sup> Street and Cascade Bicycle Club's Bike Rodeo on the tennis courts parking lot on 224<sup>th</sup> Street.

This free family event combined entertainment, food and community involvement for a fun-filled evening. Residents met with city officials, learned about local businesses and service organizations, and celebrated with neighbors. Visitors enjoyed free hot dogs, chips, cotton candy, cookies and other snacks as they strolled through the exhibits and enjoyed the activities. Premera Blue Cross was the headline sponsor, along with the local businesses who donate money and supplies to make this an award-winning event. The goal is to provide a fun opportunity to raise awareness about crime and drug prevention, strengthen community spirit, and get to know one another.

- **Coffee with the City August 9:** Join City Officials for a casual conversation and a cup of coffee. Residents, business owners and others from the community are invited to 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, August 9 from 6:00-7:00 p.m. in the Jungle Room.

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

- **August City Happenings:** The August issue was mailed to all residents and businesses in the area. *Council Moves Forward with City Hall Project and Police Station Expansion* is featured on Page 1. The middle pages promote community involvement with articles on volunteers, community input for the City Hall Project, new Senior Center Director Marlene Maier and updates on projects and the 5<sup>th</sup> straight Playful City USA Award.

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

- **Water Service Repair:** Crews have been busy repairing a higher than usual number of water service line leaks and breaks. Residents have been calling when noticing water seeping out of the ground. The process of investigating the leak, finding it and repairing it has been consuming the majority of the water crew's time. Staff have been extremely responsive to these inquiries.
- **Right of Way Maintenance:** Maintenance staff continue to aggressively work on right of way vegetation maintenance and get caught up as vegetation growth has started to slow. Crews have been very responsive to citizen requests for vegetation control or sight distance issues caused by vegetation overgrowth.
- **Sanitary Sewer:** Sewer crews continue to jet and clean the sewer mains, which has been the primary focus over the past month. Good progress is being made in cleaning the sewer system to ensure there are not capacity issues.
- **Sound Transit:** Staff participated in a one day Value Engineering effort with Sound Transit (ST) as their 60% Construction Estimate came in significantly higher than they anticipated. ST is looking at various ways to cut costs, which includes proposed modifications in Mountlake Terrace. Staff are working diligently to ensure the best interest of the community is taken into account during this process.

- **Gateway TOD:** The Gateway TOD developer has submitted for a permit to allow stream restoration work that is required as part of their construction. As the work needs to be completed within a period of low water flows so as not to affect fish, you may see minor earthwork for stream restoration in the month of August.
- **Main Street Reconstruction Project:** Staff continue to work on finalizing Right of Way acquisition. To date, one parcel has gone fully through the condemnation process. It is anticipated that a few remaining properties will need condemnation hearings filed to move forward, however, the intent is to still work on negotiating prior to a hearing date. Staff are nearing completion of review of the 100 percent plans, which will be followed up with a comment reconciliation meeting with the city's consultant at which point bid-ready plans and specification can be provided.

### **COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **Building Official code compliance actions make the community safer:** The city's Building Official, Bob McCaughan, continues to generate permit activity by identifying contractors (and less so, homeowners) who are renovating and remodeling residential homes, or doing commercial tenant improvements, without obtaining the required building, electrical, mechanical and plumbing permits. In multiple cases, these are repeat violators, in particular those who are "flipping" homes.

Permits are needed to ensure health and safety standards identified in state building codes are met. Identifying violators helps assure work is done properly. It also sends a message to the construction sector that the city cares about the safety of residents and protecting infrastructure.

A recent violator had done electrical work in a home that was an imminent fire hazard. The cost of the electrical permit was insignificant compared to cost of a home fire. A commercial re-roof was found to not be meeting manufacturer's specifications, which would result in rainwater leakage. The permit fee for the commercial re-roof was more than a \$1,000 yet helped ensure future leaks could be avoided.

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

- **Espresso Special:** Next week's drink special will be Vanilla chai Tea. Visit the espresso stand at the Recreation Pavilion between August 7 and 13, and receive \$.50 off a 16 oz., iced or hot!
- **Swim Instruction Registration:** This week there is a lot of opportunity to register for swimming lessons. A new session of twice a week lessons began on Monday and Tuesday (July 31 and August 1). Registration remains open until the third lesson for these days and will meet until August 30 and 31 respectively. Weekend swimming lessons Mountlake Terrace Registration opened on Wednesday, August 2 and Open/Online opened on Thursday, August 3. These lessons will begin on August 5 and 6. Daily Lessons pre-registration was Wednesday, August 2 along with MLT resident registration. Open registration was August 3. These lessons will run August 7-18.

- **Lifeguard In-Service:** On Friday, August 4 the pool, spa, and sauna will close at 4:15 p.m. for the Lifeguard in-service. Lifeguards will be reviewing the necessary skills to stay in practice for responding to emergencies in and around the pool. This in-service is being planned by Head Lifeguard/Swim Instructors Jenny Mathison and Richard Estrada to give them experience in organizing and conducting trainings for staff.
- **Marlins Swim Team:** This Friday, August 4 will mark the Marlins last regular swim meet. They will swim against the Shoreline Gators at Shoreline Pool. Warm ups will begin at 3:45 p.m., with the meet commencing at 4:15 p.m.
- **We're Hiring:** Youth Programs is looking for qualified staff for school age and preschool-age programs. There are openings for a half-time lead preschool teacher and a ¾-time site lead at Madrona Elementary. More information about both positions can be found by visiting <http://www.mltrec.com/Jobs.aspx> or calling (425) 776-9173.
- **MLT Dance Academy Performances:** The MLT dance classes performed in the Tour de Terrace Parade last Friday. They did some dance routines as they walked down the parade route. They also handed out information about upcoming dance classes. The tap, hip-hop, creative dance, flamenco, and swing classes all performed at the National Night Out event on August 1. The crowd loved all the dances. For information about dance classes, call (425)776-9173.
- **ROCKSTARS Try-out Class:** This performing group (ages 8+) will be having their try-out class for the 2017-18 school year on Tuesday, August 29. Dancers 13-19 are invited to take class for placement from 7:30-8:30 p.m. Dancers 8-12 are invited to take class for placement from 6:30-7:30 p.m. Dancers will learn choreographies that go on the road to conventions, festivals, parades, and perform in our Winter Concert and Spring Recital. Dance. Styles will focus on Lyrical, Jazz Dance and Hip Hop. This is a supplemental learning and performance opportunity. To be eligible, students must take at least two dance classes a week in any or all of the following, Jazz, Lyrical, Hip Hop and Ballet during the school year. Curious? Sign up for a 'no obligation' try-out class! For more information, contact Chloe at (425) 640-3107.
- **Summer, Kids Dance Camps:** Offered Monday – Friday 2-3 hours at a time for all ages through July and August. Coming up the week of August 7, we have My First Dance Camp ages 3-5, Pre-Teen Hip Hop / Jazz ages 9-12 and Teen Hip Hop ages 13+. Don't wait! Register with a friend. Each camp will have an informal presentation the last half hour on Friday. To see the schedule go to <http://www.mltrec.com/1796/Dance-Camps> To register call the pavilion or use the interactive [www.digitalcraze.org](http://www.digitalcraze.org)
- **Summer, Teen / Adult Dance Classes:** Summer is in full swing and it's not too late to join. Flamenco, Salsa, Waltz, Tap, and Ballet are going strong. Drop-in or register for the best price per hour. For more information, contact Chloe Davenport (425) 640-3107 or look at the *Craze* at [www.crazedigital.org](http://www.crazedigital.org).
- **Summer, Teen / Adult Fitness Classes:** It's not too late to start a fitness program. Keep that beautiful figure going this summer with conditioning classes like P90X – a circuit based class, Turbokick- a kick boxing class, PiYo – stretch and strength class with a cardio aspect, Yoga

for Core Strength- a strong Vinyasa class or Zumba-cardio dance. We also have Gentle Yoga Tuesday nights for people who want to relax at the end of the day while keeping toned and flexible. Check out the schedule and drop in Monday-Thursday to stay fit for the beach. [www.Crazedigital.org](http://www.Crazedigital.org)

- **MLT Dance Academy 2017-18:** Registration will begin August 1. The schedule will be visible online and in our *Craze* brochure on August 1 as well. Our excellent instructors provide a structured approach to dance, with emphasis on technique, creativity, and building self-esteem. Our yearly Dance Academy program is based on a full school year's curriculum. It begins with children who are 3.5 years of age as of September 15, 2017. We offer Ballet, Jazz, Tap, Hip Hop, Lyrical, Creative Dance, combination classes and Irish Step Dance. Students dancing in the fall have the opportunity to perform in the semi – produced Winter Dance Concert. Second Semester dancers are invited to dance in the fully produced Spring Dance Recital. For more information, contact Chloe Davenport at (425) 640-3107.
- **Adult Sports:** Registration is now open for all fall adult sport leagues. Basketball, softball, and volleyball are all available. Basketball is played Monday and Wednesday nights. Softball is open for men, women and co-ed teams. Games are played Sunday through Friday. Volleyball is coed only and matches are held Tuesday nights. For more information, visit [www.mltrec.com](http://www.mltrec.com) or call (425) 776-9173.
- **Skyhawks Sport Camps:** There are still a few summer sport camps this summer! Soccer, flag-football, mini-hawks and basketball are all available. Skyhawks uses games and drills to help kids learn about each sport in a fun environment. For more information about classes, or to register, visit [www.skyhawks.com](http://www.skyhawks.com) or call (425)776-9173 x0.
- **Tennis Camps:** There are a few tennis camps left this summer. Professional tennis instructor Brian Anderson leads children in games and skill work to help children develop their tennis skills all while having lots of fun. Each camper gets a shirt! Call (425) 776-9173 to register!
- **Tour de Terrace / National Night Out:** Parks and Public Works crews are working around the Evergreen Playfield Complex as we clean up after the Tour de Terrace and National Night Out special events. Both events were well attended and we are working to clean the area and repair the fields for sporting events.
- **Fencing Projects:** A new service entry gate has been added to the Evergreen Triple Tennis Courts to aid in maintenance of the courts. Fence repairs to the Pavilion South Patio are scheduled for next Wednesday.
- **Edmonds School District Track Teams:** The Edmonds School District is planning another Long Distance Track Meet at Ballinger Park for 2017. In preparation, Coach Alan Bonney is scheduling a volunteer event with track teams from various schools in the district to work around the park in late August prior to the events.

**POLICE DEPARTMENT UPDATES**

Weekly Activity July 26 – August 1, 2017								
	Reports	Traffic Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<b>Week</b>	43	86	13	6	1	4	0	1
<b>YTD</b>	1221	1578	237	134	25	68	51	70

**Significant Incidents**

- On July 26, 2017 at 9:43 a.m., an officer responded to a report of a burglary at the apartments in the 4400 block of 212<sup>th</sup> Street SW. The complex manager was reporting that someone had entered the laundry room of one of the buildings, cut the locks off three dryers and took the money that was inside. The manager said this had happened before and the owner of the machines had to install cameras. It is unclear how the subject(s) entered or how much money was actually taken.
- On July 27, 2017, an officer noted a traffic violation being committed. The officer stopped the vehicle and the driver admitted to driving with a suspended license. A routine check by the officer also showed the driver was wanted on a \$5000 warrant. The subject was arrested and booked at the jail.
- On July 27, 2017 at approximately 8:30 p.m., an officer was dispatched to the 4600 block of 242<sup>nd</sup> Street SW for an unattended death. A 42-year-old male was found deceased inside a vehicle at that location. A friend on the street indicated the subject had significant medical issues and had last stopped by on the 25<sup>th</sup> of the month. The Snohomish County Medical examiner was contacted and took custody of the body to determine the cause of death.
- On July 29, 2017 at 8:20 a.m., officers responded to a collision in the 23800 block of 48<sup>th</sup> Avenue West between a van and car. The driver of the car smelled of alcohol and admitted to using Oxycodone for back pain. Based on the information gathered from witnesses, the officer's observations and tests conducted, the driver of the car was arrested for DUI. The driver was booked at the Snohomish County Jail.
- On July 29, 2017 at 12:50 p.m., officers responded to the 22000 block of 56<sup>th</sup> Avenue W for an assault that had just occurred. The suspect was contacted in the parking lot and during a routine background check was found to have a warrant for disorderly conduct. The suspect was eventually arrested on the warrant and for a DV assault on his fiancé. The suspect was booked at the Lynnwood Jail.
- On July 30, 2017 at approximately 9:30 p.m., an officer conducted a traffic stop on a vehicle for failing to signal a turn. While checking the driver, she came up as a protected person on a no contact order. A passenger in her car matched the description of the respondent in the order. The passenger's identity was confirmed and not only was he the respondent but he also had a warrant for a DV assault. The passenger was arrested on the warrant and the order violation. The suspect was booked at the Lynnwood Jail.

- On July 31, 2017 at 12:45 p.m., an officer was dispatched to the public storage complex in the 21800 block of 66<sup>th</sup> Avenue W for a burglary complaint. The victim said that someone had cut off his lock and took numerous items from his storage unit including tools, an entertainment system and guns. At this point, there are no suspects or video for the unit.

### **Detective Unit Update**

#### **• Cases Assigned**

- 17-10778 Weapons Violation
- 17-10752 Death Investigation
- 17-10693 Burglary
- 17-10782 Burglary
- 17-10972 Burglary
- 17-10776 Malicious Mischief
- 17-10154 Burglary
- 17-10148 Theft

#### **• Cases Cleared**

- 17-9804 Forgery
- 17-10315 Missing Person
- 17-10012 Fraud

### **Community Outreach & Directed Enforcement**

- Officers emphasized local business and area checks at the following locations: Studio 6 Motel (Gateway Plaza), Ballinger Park, Interurban Trail, Veterans Park (Library), Mountlake Terrace High School, Park and Ride lot, Evergreen school site, Albertson's and the Recreation Pavilion.
- Various traffic emphasis conducted at citizen requests.
- Patrol check of I-5 and 236<sup>th</sup> as well as Veteran's Park located an abandoned tent and old camping debris.
- Numerous members of the department worked the Tour de Terrace event June 29-30.
- Mountlake Terrace Explorers assisted with the Tour de Terrace and 5K Fun Run by providing traffic control.

### **CODE ENFORCEMENT PROPERTY OF THE WEEK**

On July 27, 2017, Code Enforcement followed up on a parking complaint involving a white Honda Accord appearing abandoned, located at 22700 block of 73<sup>rd</sup> Place W. Code Enforcement noted the vehicles license was expired. The vehicle's tires were chalked, and a correction notice was issued in violation of; 10.10.190 – (Storing vehicles on the public street over 72 consecutive hours prohibited), and 10.10.230 – (Abandoned vehicles prohibited). On August 1, 2017, Code Enforcement returned to the above location and noted a previously issued correction notice, police marker and chalk marks were still intact. The above vehicle was in violation of the city's parking ordinances. Towing was dispatched, and the above vehicle was impounded and towed.

### **Other Items of Interest**

- Officers went to Harborview to watch over a court order arrestee who was being treated for a broken arm after falling off a balcony at apartments in the 21300 block of 52<sup>nd</sup> Avenue W. The suspect fell while attempting to get into her father's apartment, which she was not allowed to do because of an active court order.

**NEWS RELEASES**

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

**MARK YOUR CALENDARS**

- August 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 13, 6:30 p.m., Annual Evergreen Awards, Ballinger Clubhouse
- September 20, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 22, 7:00 p.m., Arts of the Terrace Awards Reception, MLT Library
- October 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 16, 5:30 p.m., Snohomish County Cities Meeting, TBD
- December 1, 6:00 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 13, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager  
City of Mountlake Terrace