

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 19, 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 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) Adoption of Ordinance Establishing Parking Revisions: a. 228th Street Between 53rd and 55th Avenues; and b. West side of 56th Avenue Between 216th and 218th Streets; (3) Review of Staffing Agreement with Sound Transit (Tentative); (4) Review of Hazard Mitigation Plan Resolution (Tentative); (5) Review of Code Enforcement Notice Provisions Amendments; and (5) Review of Professional Services Contract with Gordon Thomas Honeywell Governmental Affairs.

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 Provisions Amendments; (4) Adoption of Transportation Benefit District Resolution of Intent; (5) Approval of Hazard Mitigation Plan Resolution; (6) Approval of Staffing Agreement with Sound Transit (Tentative); (7) Second Quarter Financial Report and Performance Measures; (8) Review of Six-Year Financial Forecast; and (9) Review of Financial Policies.

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:** Proposition 1, a property tax levy lid lift to fund Interim City Hall rent and help pay for Recreation and Parks, has passed with 53.13% voting yes and 46.87% voting no. Snohomish County has now certified the election results. This fall, the Council will review a strategy to form a citizen Task Force and engage 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 levy results are also important as the city is working on its 2017-18 Preliminary Biennial Budget to present to the City Council in late September/early October. The City Council thanks the community for supporting this levy.
- **Ride and Bike Town Hall Meeting Congressman Rick Larsen:** On Saturday, August 20, U.S. Rep. Rick Larsen will host an event on bicycle facility investments. Rep. Larsen and Senator Marko Liias, along with guests from Verdant Health Commission, Cascade Bicycle Group and the cities of Edmonds, Lake Forest Park, Lynnwood, and Mountlake Terrace, will have a group ride leaving from the Lynnwood Transit Center at 10 a.m., make a few stops at planned improvement locations, and meet up at the Mountlake Terrace Senior Center (Ballinger Clubhouse, 23000 Lakeview Drive) at 10:45 a.m. for a town hall style meeting.

At Ballinger Clubhouse, there will be a ten-minute panel discussion to talk about current and future facility investments and Rep. Larsen will field questions from the public. Below is the proposed schedule:

- 9:50 a.m. – Bike safety orientation at Lynnwood Park-N-Ride
- 10:00 a.m. – Bike ride departs Lynnwood
- 10:30 a.m. – Panelists arrive at Mountlake Terrace Senior Center/Ballinger Clubhouse
- 10:45 a.m. – Panelist presentations and moderated Q&A
- 11:30 a.m. – Bike ride departs from Mountlake Terrace
- 12:00 p.m. – Event ends at Lynnwood Park-N-Ride

- **Ribbon Cutting Event at Mountlake Senior Living:** Wednesday evening, the City Council joined officials from Mountlake Senior Living, SHAG, and Washington State Housing and Finance Commission for a ribbon cutting and grand opening event for this facility that opened earlier this summer. Consisting of 96 units, Mountlake Senior Living is located at 5525 244th Street SW. Mayor Jerry Smith, City Manager Scott Hugill and long-time resident Karen Miller (who also chairs the Washington State Housing and Finance Commission) were all featured speakers at the event along with SHAG's Executive Director and Pacific Northern Construction's CEO. The rooftop event featured beautiful views of Mt. Rainier and a glimpse of Lake Washington and with temps in the 80s, their beach party theme was appropriate for the wonderful weather!

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **Spirit Halloween Temporary Use Application:** A proposed temporary retail store for the sale of halloween goods. The location is 6005 244th Street SW (where the old Office Depot was located). The store will operate between August 18 and November 3, 2016.

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:** The project is essentially complete, staff are conducting monthly monitoring of landscaping with corrections coordinated with the contractor. Some vegetation replacement will occur in the fall when it is more appropriate to plant various species.
- **Main Street Revitalization Project:** Staff met with the ROW consultant UFS who has begun making offers to property owners along 236th. 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 90% comments, which were significant. 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 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.

RECREATION, PARKS, PROPERTY MANAGEMENT & PUBLIC WORKS UPDATES

- **Adult Basketball/Volleyball:** Registration is open for men's basketball and co-ed volleyball. Leagues begin in early September. Upper and lower divisions are available. For more information or to register, call (425) 776-9173 or [online](#).
- **Adult Softball:** Registration for softball closes this week and there is still room on teams. The season is 10 games for only \$640. To register, call (425) 776-9173 x0.
- **Aqua Kids Camp for Kids Ages 5-7:** August 22-26 is Creative Construction week. A Home Depot representative will bring a special project for participants to make themselves. This camp meets Monday-Thursday from 9 a.m.-12:00 p.m. at the Recreation Pavilion and on Fridays at Lake Ballinger for boating and a barbeque. Registration is open for the last two weeks of camp. Fees are \$120 for Mountlake Terrace residents and \$127 for non-residents. Those who have participated in past camps this year are eligible for a 10% discount. The final week of aqua kids (August 29-September 2) will be a compilation of all the best activities throughout the summer for an Aqua Kids Greatest Hits week.
- **Dance & Fitness for 55+:** We have built a great variety of options for retired 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 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.
- **Espresso:** Next week's espresso special is Iced Vanilla Latte. Stop by the Recreation Pavilion's espresso stand between August 21-27 and receive \$.50 off a 16 ounce drink!
- **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](#).
- **Fall Youth Programs:** Fall is almost here and that means back-to-school! The Recreation Pavilion offers preschool for ages 3-5, before and after care programs for children 5-12, dance and fitness and so much more. Programs have limited space and are filling quickly. Get the scoop [online](#).
- **Junior Lifeguarding:** Junior Lifeguarding is for swimmers ages 11-14 and is nearly full with two spots available. This class will meet August 22-25 at the Recreation Pavilion from 12:30-3:30 p.m. This is not a certification course however it does cover many of the swimming skills and information that is covered in the Lifeguarding Course.

Aquatics is in the process of hiring nine new staff: four lifeguard/swim instructors and five swim instructors to get ready for fall programs. This is to replace seasonal staff as well as those leaving for college out of the area.

- **Swim Instruction:** The last daily session of swimming lessons will begin August 22 and will run through September 2. Registration will be August 17 for Mountlake Terrace residents and August 18 for online and open/walk in registration. The Schedule is currently posted online and available in the lobby of the Recreation Pavilion.

Fall swim lesson registration will take place August 31 for Mountlake Terrace residents and September 1 for online and open/walk in registration. These schedules for all days will be available by August 26 both online and at the Recreation Pavilion. Fall lessons will be September 9-13.

- **Tennis Camp:** There are two weeks of tennis camps left. Kids 7-13 can come learn and/or improve their tennis skills from a highly rated coach. Games, skills and drills will be used to learn the game and have fun! To register, call (425) 776-9173.

- **Tennis Team:** The Junior Tennis Team competed in the final tournament of the season last Friday. The team played matches against Everett, Edmonds, Shoreline, and Lynnwood. The team played very well and had a great time!
- **Edmonds School District Cross Country Teams to Volunteer:** On August 24 Cross Country Track Teams from the Edmonds School District are planning to volunteer at Ballinger Park for trail maintenance and removal of invasive plants. Track Coach Alan Bonney is arranging the volunteer effort for track teams from various high schools in the District and expects 30-40 team members to attend. The District is also submitting for a special events to hold cross country meets at the park later in the fall.
- **Local Business to Schedule Volunteer Effort:** Park staff has been contacted by Joe Orton, from local business Crystal Commerce, to schedule an employee volunteer effort in one of the Mountlake Terrace parks. Mr. Orton has an interest in Ballinger Park and will be working with staff to come up with a workplan and schedule an effort for the first week of September.
- **Girl Scout Troop Continues to Volunteer:** Girl Scout Troop #42752 continues to offer volunteer projects throughout the City. Troop Leader Brandy LeBlanc worked with her Girl Scout Troop in August to paint numerous benches in the park system.
- **Eagle Candidate Project Request:** Josh Hartre from Troop #60 has met with the Mountlake Terrace Parks staff with an interest in completing a project in the park system. Josh submitted a project to continue extending the pathway further at Bicentennial Park. Josh has received City approval and has submitted to the Mount Baker Council for approval from the BSA. Josh is also starting a fundraising campaign to fund the project.
- **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 15-19, 2016								
	Reports	T-Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	44	29	10	7	2	4	2	2
YTD	1279	2343	232	159	21	83	40	88

Significant Incidents

- On August 15 at 8:00 p.m., a 73 year old female was found unconscious and not breathing by a staff member in her apartment at Vineyard Park Assisted Living. CPR and life saving measures were conducted by staff and Fire District 1 paramedics who were unable to revive her.

The patient had extensive medical history. Investigation determined nothing suspicious about the death. The medical examiner contacted and released her remains to the University of Washington for medical research per the deceased wishes (will/legal paperwork).

- On August 15, Mountlake Terrace Patrol Officers assisted Edmonds and Lynnwood Officers in a stolen vehicle recovery and K9 dog track which resulted in the successful arrest of six suspects. Several of the suspects had broken into a vacant home in the area of 204th and 95th, attempting to elude police.

Detective Unit Update

- Cases Assigned
 - Sexual Assault - 1
 - Failure to Register as a Sex Offender - 1
 - Fraud -1
 - Death -1
- Cases Cleared
 - Death - 2
 - Fraud -1
 - Narcotics - 1
 - Theft - 1

Directed Enforcement/Community Outreach

- Officers attended a block party in the area of 46th and 226th, as well as a mini-car show at the Senior Center at 234th and 56th. They interacted with vendors and attendees.
- Dayshift Patrol Officers introduced themselves to the new owners of a condominium as they were moving in. They discovered the new owners were relocating from the East Coast and answered several questions about geography and the local community.
- Sgt. King met with several residents in the area of 221st and 54th who were concerned about speeding vehicles. He arranged for the radar (speed monitoring) trailer to be located there. The residents expressed gratitude for the timely response.
- Patrol Officers met with the owners of both DD Meats and Diamond Knot Brewery to discuss any concerns they had. While at both businesses they were approached by a number of customers who expressed their appreciation for the Police being approachable in the community.

Code Enforcement Property of the Week

On July 20, Code Enforcement received an anonymous complaint of a junk vehicle and tall vegetation on a property near the 5700 block of 224th Street SW. Code Enforcement verified the complaint and issued a Notice of Violation to the property owner(s) for the following:

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); and 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). Code Enforcement will continue to follow-up with this property until it is compliant with City nuisance codes.



Other Items of Interest

MLTNews.com published a news story concerning an 11 year old boy who was reunited with his pet lizard who had been missing for over two weeks. The lizard was located in a backyard and the police were called. Officers could not locate the owner and nearby animal care facilities were unable to care for the creature on a weekend.



Officer Jones cared for it over the weekend and officers began asking people in the area if they knew of a family with a large pet Iguana. Finally Sgt. Sheets followed a tip and located the owner of "Spike." On Monday morning, Officer Jones returned the wayward lizard home to a very happy 11 year old.

NEWS RELEASES

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

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