

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

September 9, 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 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 (Tentative), and (2) City Manager Performance Evaluation Process.

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 219th Street SW, Suite 220. City Council agenda items include: (1) Introduction of Proposed 2017-2018 Biennial Budget; (2) Second Quarter Financial Report and Performance Measures; (3) Review of Six-Year Financial Forecast; and (4) 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, October 12, 2016 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Evergreen Awards:** This year we have 25 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.
- 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.

- **Solana Townhomes Fee Simple Unit Lot Subdivision:** This project at 5503 240th ST SW, 23908 & 23906 55th Ave W is a proposed 19-unit live work flex townhouse project in the City's Community Business Downtown zoning district. The land use application is currently under City staff review for compliance with the City's Municipal Code and is open for public comment until Thursday, September 29, 2016.

ENGINEERING SERVICES AND PUBLIC WORKS UPDATES

- **Lakeview Drive Overlay:** The contractor has postponed work on ADA ramp upgrades along Lakeview Drive. Work will resume and proceed as weather allows. Pavement repair, planning, overlay and final striping will follow the ramp upgrades.

- **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.

RECREATION, PARKS, AND PROPERTY MANAGEMENT

- **V.O.I.C.E. Program:** For the past few years, the Recreation & Parks Department has partnered with the Edmonds School District's V.O.I.C.E. program. Designed for students in the Lifeskills Program who are 18-21 years of age, this program provides comprehensive instruction and vocational experiences to prepare students for adult life. This semester three students will come to work at the Pavilion twice a week. A meet-and-greet is scheduled for Wednesday, September 7.
- **Espresso Specials:** The espresso stand at the Recreation Pavilion will have some great specials this September to celebrate this fall. Each week, receive \$.50 off a 16oz drink! September 4 is Almond White Mocha.
- **All Staff In-Service:** The Pool, Spa, and Sauna will close at 4:15 p.m. Friday, September 9 for an All Aquatic Staff In-Service that includes all Swim Instructors, Water Fitness Instructors and Lifeguards.
- **Fall Swim Lessons:** Registration is underway for all days of 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 class at noon and participants can either sign up for the session or just drop in for a class or two. On Tuesday/Thursdays, Homeschool lessons are back, although at a different time than before and the ages will be split up a bit more. 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. Cross-country teams are using the pool one day a week for water running and training. The girls' season runs through the first part of November. The boys teams start the first part of November and runs until mid-February.
- **Dog Training Classes:** The Basic Dog Obedience class that starts 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 at least four people are on the waitlist, another Basic Dog Obedience class will be created.

- **The Intermediate Dog Obedience Class:** 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 beginning class for puppies 8-16 weeks old covers 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).
- **Fall 2016 Registration for Preschool & Kindergarten Readiness Classes, Junior Kids Krew (Ages 3-5) and Kids Krew (Kindergarten through 6th grade) is under way!** Registration will be ongoing until full. There are limited spaces for Mountlake Terrace Elementary and Madrona Elementary left. Terrace Park is full. Waitlists are open. These programs are certified by the Department of Early Learning and accept DSHS subsidies for qualified applicants. Contact the Recreation Pavilion about class options, sites and fees.
- **Youth Programs:** Mountlake Terrace Elementary Kids Krew will be housed at the Mountlake Terrace Recreation Pavilion for the 2016-2017 school year based on space needs for the program.
- **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.
- **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. Classes begin Monday, September 12.
- **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*.
- **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.
- **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.
- **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 foul lines on the turf.
- **Forest Crest Grant Project:** City staff working with local Youth Soccer groups have received a grant to add solar powered parking lot lighting to Forest Crest Playfield. The Snohomish County Grant was approved and materials have been ordered. Installation should begin near the end of September.
- **Grant Project Completed:** City staff working with Girl Scout troop 43752 has received confirmation of a \$5,000 grant from Snohomish County to begin paving the trail at Bicentennial Park. Troop leader Brandy LeBlanc worked with staff to submit the application. Work was completed this week. The trail has been a project that has included work from various grants and Scout troops over the last 3 years. We will continue to work to complete the trail throughout the next year.



- **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., and 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
Week	36	40	8	5	0	3	2	1
YTD	1398	2498	260	169	23	91	46	97

Significant Incidents

- During late evening hours on August 31, patrol officers responded to a burglary in the 22100 block of 60th Street SW. The homeowner stated that he had shot a male suspect as he was entering through a window. Upon arrival, Officers located the male suspect in the street laying on his back with a gunshot wound to the chest. Officers provided life saving measures until Fire arrived on scene and took over. The male was transported to Harborview Medical Center. Detectives were called out and took over the investigation. Both Commander Hansen and Deputy Chief Caw also arrived to assist in managing the incident. Follow up investigation revealed that the suspect and a female relative of the homeowner had planned to enter and rob the homeowner. The female was located several days later in North Seattle. She was booked into Snohomish County Jail on Burglary 1 charges. The male suspect remains in Harborview.
- On September 1, patrol officers responded to a collision at the intersection of 56th Ave W and 236th. The suspect driver fled and was captured by citizens a few blocks away. Further investigation revealed he had struck a vehicle at the 236th off ramp prior to the second collision. State Patrol took custody of the driver and processed him for possible DUI. There were no serious injuries to any party.
- On September 6, patrol officers responded to the 21200 block of 58th Street SW after two females found their mother's boyfriend deceased in his residence. The male was deceased from an apparent self-inflicted gunshot wound. The Medical Examiner responded and took custody of the body.

Detective Unit Update**Cases assigned:**

- 16-13872 Burglary
- 16-13926 Harassment
- 16-14213 Malicious Mischief
- 16-14276 Death Investigation
- 16-14040 Sex Offense

Cases cleared:

- 15-262 Burglary

Directed Enforcement/Community Outreach

- Patrol Officers followed up on neighborhood complaints of possible narcotics trafficking in the area of 54th and 234th.
- Officers Krahn, Moss and Perry, along with Sgt. King attended a block party in the area of 67th and 234th.
- Officer Moss assisted a very intoxicated male with a ride home.
- Patrol officers assisted a lost and disoriented elderly male back to his care facility.

Code Enforcement Property of the Week

During the past weeks, Code Enforcement has been working with patrol in addressing several transient camps in the area of the Interurban Trail just east of Hwy 99, along with similar issues reported by a developer in the area of 70th and 220th. Patrol squads continue to be proactive in addressing transient camp issues in the area.

NEWS RELEASES

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

- 38th Annual Arts of the Terrace Juried Arts Show
- Low Impact Development (LID) Regulations Open House
- MLT Recreation Adds New Basic Dog Obedience Class
- Parks National Day of Service September 17

MARK YOUR CALENDARS

- September 13, 6:00 p.m., Low Impact Development (LID) Open House, Ballinger Clubhouse
- 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
- September 29, 5:00 p.m., 10th 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