

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

February 24, 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 work/study session is scheduled for **Thursday, March 2, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Review of Arts Commission's 2016 Accomplishments and 2017 Work Program; (2) Review of RPAC's 2016 Accomplishments and 2017 Work Program; (3) Review 2017 Tour de Terrace Agreement; and (4) Review of Professional Services Agreement with Inslee Best for Services Relating to Property and Right-of-Way Acquisition.

The City Council's next meeting is on **Monday, March 6, 2017** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Approval of 2017 Tour de Terrace Agreement; (2) Approval of Professional Services Agreement with Inslee Best for Services Relating to Property and Right-of-Way Acquisition; (3) Approval of 2016 Transportation Benefit District Board Annual Report; and (4) Review and Approval of Alliance for Housing Affordability (AHA) 2018 Budget and Work Plan.

COMMUNITY MEETINGS AND EVENTS

- **Community Open House for 2017 Comprehensive Plan Update:** Mountlake Terrace is preparing an update to the citywide Comprehensive Plan. An open house will be held on **Monday, February 27, 2017, 7:00-8:00 p.m.**, with a short presentation at 7:15 p.m. The plan is a 20-year vision that promotes community livability and vitality for the long-term. Updates may consist of map or text amendments.

The open house will be an opportunity to learn about the update and amendment process, see what suggestions and ideas (the docket) have been proposed for updates to date, view maps and graphics about the current Comprehensive Plan and provide input on updating the Comprehensive Plan. It is anticipated that the 2017 update may be completed by the end of June 2017. Public hearings on amendments are tentatively scheduled for May 22 and June 5, 2017. Sign up for the 2017 Comprehensive Plan Amendment ["Notify Me"](#) text/email subscription on our [website](#) to receive updates.

- **“Homelessness Here”:** Sno-Isle Libraries is hosting “Homelessness Here,” a public discussion exploring the causes and prevention of homelessness. The free event is the final forum in a series of four as part of the Issues That Matter series and will be held Tuesday, February 28 at the Mountlake Terrace Library, 23300 58th Avenue West from 6:30 to 8:00 p.m. Issues That Matter programs are meant to encourage community conversations on high-profile topics. Details, along with links to library and community resources, are [online](#).
- **Coffee with the City:** 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 228th Street SW on Wednesday, March 8, 2017 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **City Hall Project:** At its February 21 meeting, the City Council authorized the City Manager to sign a Professional Services Agreement with [ARC Architects](#) in the amount of \$53,972.00 to work with the community and City Hall Advisory Committee (CHAC) to define services, space needs and cost estimating of a City Hall. CHAC met on February 23 at the Mountlake Terrace Police Department. They took a tour of that facility and discussed community outreach ideas including small coffee gatherings staffed by the Committee in neighborhoods all around the city as well as three or four citywide larger events. Once those dates and locations are finalized, they will be publicized citywide. The CHAC would like to engage the community early in the process on some key decision points related to the project. As meeting dates are scheduled, we will post them [here](#) and announce on our social media pages and through the City Hall Project [“Notify Me”](#) text/email subscription on our [website](#).

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Update on the 2017 Comprehensive Plan Amendment:** The 2017 Comprehensive Plan amendment process is in full swing. A preliminary docket of amendments has been identified by the Planning Commission and City Council. A Community Open House will be held on February 27, 7:00-8:00 p.m., to share the preliminary docket with the citizens of Mountlake Terrace and other interested parties. The open house will be held in the Interim City Hall, City Council Chambers, 6100 219th Street SW, Ste. 220, Mountlake Terrace. A short presentation will be made at 7:15 p.m.

The open house will be an opportunity to learn about the annual Comprehensive Plan amendment process, the preliminary docket, and to obtain public input. Maps and information boards will be on display. City staff will be available to answer questions. Map and text amendment application forms will also be available. Notice about the amendment cycle and open house have been published and posted. Flyers distributed to locations in the community are being restocked.

A webpage dedicated to the 2017 Comprehensive Plan Amendment is on the [City's website](#). The webpage contains detailed information on the amendment process, the schedule, the docket, information on the open house, application forms and more. The 2017 amendment process is planned to be completed by the end of June 2017.

- **Development Permit Activity Report:** Permit information is available and searchable on the [City's website](#).

Recent Pre-Application Submittals				
Submittal Date	Applicant	Permit Number	Site Address	Description
2/21/2017	Mirza Polovina	PPR-17-0004	4608 223 rd Street SW	Proposed 2 Lot Short Plat, flag lot, in the RS 7200 Zoning District

ENGINEERING UPDATES

- **60th Avenue & 228th Street Sidewalk:** The project, partially funded through a CDBG grant, constructs curb/gutter, planter strip and sidewalk along 228th Street, connecting to existing sidewalk and north along 60th Avenue to existing sidewalk. The contractor has completed installation of curb/gutter and small walls and is grading the site for sidewalk, driveway ramp and ADA ramp installation. This work will be weather and temperature dependent.

PUBLIC WORKS

- **Potholes:** Repair work is underway to address potholes that have surfaced throughout the city. The majority of these potholes were caused by inclement weather conditions including longer periods of snow and ice. Thank you for your patience as crews continue to identify and patch potholes. Weather permitting we expect this work will continue throughout February and March.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Espresso Special:** Next week's espresso special will be Love-you-a-latte. This is a delicious latte with caramel sauce and caramel drizzle. Come to the Recreation Pavilion February 26-March 4 and receive \$.50 off a 16oz.
- **Weekends Swimming Lessons:** Weekend swimming lessons will be starting up again this weekend on February 24, 25 and 26. Mountlake Terrace registration will take place on Wednesday, February 22 and open/online registration will be February 23. The lesson schedule is currently available online and in the pavilion lobby. The new sessions will run through March 31, April 1 and 2.
- **Weekday Lessons:** Weekday lessons will end next week with pre-registration on Monday, February 27 and 28. Registration for those wanting in swimming lessons will be March 1 for Mountlake Terrace registration and March 2 for open and online registration. These lessons will run March 6-29 on Monday/Wednesday and March 7-30 on Tuesday/Thursday.
- **Dog Obedience Classes:** New sessions of Dog Obedience Classes are beginning March 6, 8 and 9 at the Recreation Pavilion at 5303 228th Street SW. The Basic Obedience class will run

every Monday from 7:30-8:30 p.m. from March 6-April 17. The Intermediate class will run Wednesdays from 7:30-8:30 p.m. March 8- April 5. This class requires that the basic class has been completed. The Puppygarten class will run 7:00-8:00 p.m. on Thursdays from March 9-April 13. Registration is currently open for all these classes. For questions, or to register, please contact the Recreation Pavilion at (425) 776-9173.

- **Presidents' Day Recreation Swim:** Leisure pool and river were busy all day long on Presidents' Day. The Special Recreation Swim had around 450 swimmers, which is more typical of a Saturday or Sunday.
- **Summer Camp Registration Coming Up:**
 - **Marlins Summer Swim Team:** Letters will be going out soon, via email, to swimmers who participated on last year's summer swim team to give them the opportunity to pre-register before registration opens to everyone on March 6.
 - **Youth Programs:** Summer camp registration begins March 6 and Fall Kids Krew registration begins March 13. Summer camp care is available for ages 3-14. Register early as classes fill quickly! For more information, or to register call (425) 776-9173.
- **MLT Dance Academy Classes:** The Dance Academy is looking for highly qualified and creative, dance teachers to teach summer camps and join our team for next school year's Academy classes. People with skills in other dance disciplines are welcome to apply too. Second Semester is well underway, however dancers are always welcome to join where room is available. Please see our performance and attendance policies as well as registration forms [online](#) or you can call Dance and Fitness Programmer Chloe Davenport for more information and placement. (425) 640-3107.
- **Quarterly Teen/Adult Dance Classes:** We just started our second winter session! Come join us for excellent fun in Flamenco, Salsa, East Coast Swing, Tap or Ballet. Check it out in the Craze at www.crazedigital.org. Sign up now or pay for a drop-in trial. Then when you discover you love it, your drop-in fee can go towards your registration. Summer dance camps and weekly kids and teen/adult dance classes will run from July 10 – August 25. You can see the schedule and register on March 15. Check it out in the Craze at www.crazedigital.org.
- **Quarterly Teen/Adult Fitness Classes:** Join our fitness classes with a friend and hold each other accountable to those Fitness New Year resolutions. We have Tai Chi and Yoga for building strength, balance and finding peace of mind, or fast paced cardio workouts like Dance with Bengie, PiYo, Zumba and Turbokick. Check it out in the Craze at www.crazedigital.org. Sign up now or pay for a drop-in trial. Then when you discover you love it, your drop-in fee can go towards your registration.
- **Adult Softball:** Spring softball registration is open now! Men's, women's and co-ed leagues are available. Games are played Sunday-Friday. All games are double headers. For more information, or to register call (425) 640-3105.
- **Racquetball Tournament:** The next racquetball tournament will be held on Saturday, March 4. Singles and doubles are available. Tournament entry includes a t-shirt. Top finishers receive an award. For more information, or to register call (425) 776-9173.

- Ballinger Fishing Pier:** The Ballinger Park Fishing Pier is now open! Park staff completed repairs on the 40-year-old fishing pier including removing the “T” portion of the pier that was deteriorating and replacing old decking and railing to improve safety. Park staff completed the work ahead of schedule. The city is currently in the process of seeking funding to construct a new fishing pier to the north of the existing pier. It could be a multiyear process including gathering user feedback on placement, design, and construction. This phased approach is another step outlined in the [Ballinger Park Master Plan](#).



Ballinger Park Fishing Pier

- Argus Pacific:** The city has contracted with Argus Pacific to look into any remediation and precautions that need to be taken prior to the eventual demolition of the old Parks Shop Building down at Ballinger Park across from the clubhouse. This report will direct the process of removal of this 3,100 square foot facility that was constructed in 1976. This is yet another step within the Ballinger Park Master Plan that was approved in September of 2015.

POLICE DEPARTMENT UPDATES

Weekly Activity February 8 – 14, 2017								
	Reports	T-Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	34	64	6	6	1	7	0	1
<i>YTD</i>	254	303	44	32	7	14	6	24

Significant Incidents

- On February 21, 2017 at 3:02 a.m., Mountlake Terrace patrol responded to a residence in the 4800 block of 225th Place SW relating to narcotics activity/possible drug overdose. Upon arrival, the subject in medical distress was identified as a 28-year-old Mountlake Terrace resident. Aid personnel provided resuscitation efforts without success. Narcotics and paraphernalia were located inside the residence. A deputy medical examiner responded and assisted with processing the scene. The case is assigned to Investigations.

- On February 19, 2017 at 5:09 p.m., Mountlake Terrace patrol responded to a residence in the 4300 block of 236th Street SW relating to a felony assault that had just occurred. Upon arrival, a 53-year-old male from Tukwila was found outside the residence, unconscious and bleeding from the mouth/nose. The victim's daughter identified the suspect as her 21-year-old boyfriend from Seattle who fled the scene. A K9 track ensued, ending without apprehending the suspect. The victim was transported to the hospital. The case is assigned to Investigations.

Detective Unit Update

- **Cases Assigned**
 - 1 – Death Investigation
 - 1 – Missing Person
 - 7 – Burglary
 - 1 – DUI
 - 1 – Suspicious Circumstances
- **Cases Cleared**
 - No Closures this period

Community Outreach & Directed Enforcement

- Mountlake Terrace Police Officers in the school liaison program continue to visit their assigned schools.
- Mountlake Terrace Police Officers continue to conduct local business and area checks at the following locations; Studio 6 Motel, AM/PM, 7-11, Creekside Church, Ballinger Park Rest Rooms, Interurban Trail, Boat Ramp, Mountlake Terrace High School, Park and Ride lot, Senior Center, Albertsons, QFC, the laundry room at the Northern Lights Apartments, Taluswood Apartments, Markland Woods Apartments, Greenview Apartments, and the old Evergreen School site.

Code Enforcement Property of the Week

On February 13, 2017, Code Enforcement followed up to multiple parking complaints of an abandoned vehicle located at the 23400 block of 64th Ave W. When Code Enforcement arrived, they observed an abandoned tan Nissan Pathfinder having a flat tire and expired license. Code Enforcement chalked the rear driver's side tire and issued a correction notice and parking citation in violation of 10.10.190 – Storing vehicles on the public street over 72 consecutive hours, and 10.10.230 – Abandoned vehicles with expired license exceeding 30 days expired and flat tire. On February 22, Code Enforcement returned to the above location and noted previously issued correction notice, parking citation, police marker and chalk marks were intact. No corrections had been made to the vehicle. Code Enforcement determined this vehicle to be in violation of the above parking ordinances. SNOCOM dispatched a tow company, and the above vehicle was impounded and towed.



Other Items of Interest

- Newly promoted Commander Haynes was sworn in at the City Council meeting on February 21, 2017.
- Chief Wilson received recognition as a 'Patriotic Employer' from the Department of Defense at the City Council meeting on February 21, 2017. Chief Wilson shared the award with City and police department personnel for helping to facilitate the opportunity to serve our country to our military personnel.

NEWS RELEASES

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

MARK YOUR CALENDARS

- February 27, 7-8:00 p.m., Comprehensive Plan Open House, Interim City Hall
- March 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- March 16, 5:30 p.m., Snohomish County Cities Meeting, TBD
- March 18, TBD, City Council Retreat, Interim City Hall
- March 27-29 (Tentative), Legislative Trip to Washington DC
- April 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- April 22, 9:00 a.m.to 1:00 p.m., Earth Day Cleanup, Ballinger Park
- May 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 18, 5:30 p.m., Snohomish County Cities Meeting, TBD
- June 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 20-23, AWC Annual Conference, Vancouver
- July 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- July 28, 29, and 30, Tour de Terrace, Evergreen Playfield
- August 1, 6:00 p.m., National Night Out, Evergreen Playfield
- August 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 17, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 13, 6:30 p.m., Annual Evergreen Awards, Ballinger Clubhouse
- September, 21 5:30 p.m., Snohomish County Cities Meeting, TBD
- October 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 19, 5:30 p.m., Snohomish County Cities Meeting, TBD
- 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