
CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 11, 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, August 17, 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 Second Quarter Financial Report and Performance Measures; (2) Review of 2017 Comprehensive Plan Amendments; (3) Review of Reinstatement of Tree and Vegetation Preservation Ordinance; (4) Review of Town Center Street Parking Standards; (5) Review of Transit Way Agreement and Resolution with Sound Transit (Tentative); and (6) Review of Professional Services Contract with Gordon Thomas Honeywell Governmental Affairs.

The City Council's next meeting is a special meeting on **Saturday, August 19, 2017** beginning at 9:30 a.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Executive Session to Review the Performance of the City Manager Pursuant to RCW 42.30.110 (1)(g) – Three Hours Anticipated; (2) Reconvene to Open Session (3) Direction to City Manager or Staff as Needed.

The City Council's next meeting is on **Monday, August 21, 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 2017-2018 Interlocal Agreement for Snohomish County Regional Drug and Gang Task Force; (2) Approval of Professional Services Contract with Gordon Thomas Honeywell Governmental Affairs; (3) Approval of Transit Way Agreement and Resolution with Sound Transit (Tentative); (4) Public Hearing and Adoption of Reinstatement of Tree and Vegetation Preservation Ordinance; and (5) Approval of Prosecuting Attorney Contract (Tentative).

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Annual Evergreen Awards:** This year we have 27 winners for the Evergreen Awards. We are contacting the property owners and working on the presentation for the event.

PUBLIC WORKS & ENGINEERING UPDATES

- **Sound Transit:** Staff participated in a one day Value Engineering effort with Sound Transit (ST) as the Construction Estimate based on the 60 percent design 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

- **Terrace at Park West Preliminary Fee Simple Unit Lot Subdivision:** (PFS-17-0001) This project will construct 27 Townhomes, spread across five buildings, located at 21309 48th Avenue W. The Notice of Application was received on August 10, 2017 with a public comment period deadline of September 9, 2017. The project, located behind Axis Condominiums has site plan and civil permit approval and has begun construction. Once this project gets staff approval, this project will eventually have two separate public hearings with the Planning Commission and City Council as it is a development containing more than nine lots.
- **Gateway TOD Final Plat Application:** (PFP-17-0001) Review for recording of Final Plat/Final Binding Site Plan for Gateway TOD. The proposed final plat consists of three Parcels consisting of 8.24 acres and one ROW tract totaling two acres and three sensitive area tracts totaling 4.34 acres.
- **Tamblyn Townhomes Preliminary Fee Simple Unit Lot Subdivision Application:** (PFS-16-0003) This project will construct 14 townhomes across two lots at the NW corner of 58th Avenue W and 230th Street SW in Building District E of the Town Center. The applicant replied to requests for additional information on July 24 and staff is currently reviewing this land use subdivision application.
- **Solana Townhomes Civil Construction Permit:** (C-17-0001) The project at the northwest corner of 240th Street SW and 55th Avenue W will construct 19 townhomes and associated frontage improvements within Building District E of the Town Center. This project has preliminary approval for a Fee Simple Unit Lot Subdivision. They re-submitted their

construction drawings on July 21 in response to the city's second consistency review comments. City staff are currently reviewing these drawings.

- **PSI MLT Major Scale Site Plan:** (PSD-17-0001, PSE-16-0014) This project was approved on August 9, 2017. Conditions of approval apply to Civil and Building permits. The project, located southeast of 70th Avenue W and 220th Street SW in the Light Industrial/Office Park Zoning District, proposes construction of three, two-story, mini storage buildings totaling 100,000 square feet in size and associated street frontage improvements. The public comment period closed August 4 for the Mitigated Determination of Non-Significance. A mitigation measure is to treat, for visual appearance, the surfaces of on-site retaining walls using a stone-style textured surface treatment appropriate for exterior, earth-stabilizing retaining walls.
- **Atlas 236 Major Scale Site Plan:** (PSD-17-0002) This project is located at the northeast corner of 236th Street SW and 56th Avenue W and will construct a five-story, 151 residential unit mixed use building of approximately 217,600 square feet and 9,800 square feet of commercial space with 191 parking spaces and associated site improvements. Applicant re-submitted plans responding to the city's one comments on July 25, 2017. The city is currently reviewing this application as well as submittals for the Building, Civil and Landscape permits, which were submitted June 30, 2017.
- **Tree protection regulations to be reviewed:** An ordinance to restore tree preservation regulations in city code will be considered at a public hearing by the Planning Commission on August 14. Recent changes in city code inadvertently left a gap in certain tree regulations by removing, but not concurrently replacing, tree protection and replacement provisions with new language. This ordinance will restore the requirement to protect some significant trees when property is being developed and require replacement of trees that are removed, damaged or destroyed on a developed site. The proposal also removes references to code sections that are not in the city's code. The City Council will hold a public hearing on August 21 to make a final decision on adopting the ordinance.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Aquatics:** Group swims have been busy this week with 14 groups in to swim during the Recreation Swim or the Camp Swim in the afternoons.
- **Training and Recognition:** The Friday, August 4 Lifeguard in-service went well. Two leadership staff from McCollum Pool visited and participated in the training to get ideas for their training. In turn Recreation Coordinator/Aquatics, Roy Brooks will visit their training on Wednesday. At this training, three staff were recognized for helping out and subbing for others. The Lifeguard of the Month was Sydney Wang for picking up extra shifts and subbing 22 hours during the month. The Instructor of the Month was Sally Benedict who also picked up extra shifts and subbed for instruction 22 hours during the month. An extra special recognition award went to Megan Deegan for subbing 44 hours in one month. She was deemed the Super Sub.
- **Aqua Kids Camp:** This week is Dinosaurs. Campers made dinosaur masks, dug for dinosaurs, and will go to Lake Ballinger for boating and a barbeque. The week of August 14 will be the

final week of Aqua Kids. The theme will be Creative Construction: Home Depot will visit and will lead campers in building a special project.

- **Marlins:** This is the final week of Marlins practices. The season will culminate with the all-league meet at the Snohomish Aquatic Center on Saturday, August 12. There will be two sessions: 11 years and older will swim from 7 am to 12pm and the 10 and under will swim from 1:00-4:45pm. On August 13, the Marlins' families will meet from 4-7 p.m. at the Recreation Pavilion for a potluck and swim. The swim will be from 4-5 p.m. with the potluck to follow in the Arctic and Riverview Rooms.
- **Jr. Lifeguarding:** Head Lifeguard/Swim Instructor Jenny Mathison will teach a Jr. Lifeguarding class August 21-24. The class is for anyone ages 11-14 that are able to swim 25 yards, perform an underwater swim and float 30 seconds on their back. This course is not a certification course but will teach many skills that are covered in the Lifeguard Training course. The class will meet from 12:30-4:00 p.m. Monday through Thursday. Registration is still being taken. Fees are \$78 for MLT residents and \$85 for non-residents.
- **Swim Lesson Registration:** Weeknight and weekend swim lessons are underway. The next registration will be for daily swim lessons beginning August 16 for pre-registration and for MLT resident registration. Open/online registration will begin August 17. This will be the last daily swim lesson session and it will meet August 21-September 1.
- **Pool Schedule:** There will be a special schedule over Labor Day weekend. The pool will open at the regular times and will close after the 1:15 to 2:45 p.m. Recreation Swim. The schedule is posted online at <http://www.cityofmlt.com/531/Pool-Schedule> and is available in the Pavilion Lobby. The Recreation Pavilion will be closed on September 4 in observance of the Labor Day Holiday.
- **Maintenance Closure:** The pool, spa and sauna will be closed for maintenance on September 5, 6 and 7. The rest of the building will be open for registration and non-aquatic programs. The fall pool schedule that starts September 8 and runs through December 17 will be available by September 1.
- **Espresso Special:** Next week's espresso special of the week will be Iced Vanilla Latte (you can get it hot if you'd prefer). Come to the Recreation Pavilion espresso stand August 14 – 20 and receive \$.50 off a 16oz!
- **Youth Day Camps:** This week the Majors day camp visited the Forest Park Petting Zoo and Splash Pad. The All-Stars camp took a trip to the Jetty Island. All the kids had fun in the beautiful weather!
- **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. For more information about both positions, visit <http://www.mltrec.com/Jobs.aspx> or 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 August. Coming up the week of August 14, we have Pre-Teen Hip Hop / Jazz ages 9-12, Creative Dance Camp (ages 4-6, Cheer Camp (ages 5-8) and Ballet Camp (ages 7-12). 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
- **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.
- **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
- **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 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 or call (425)776-9173 x0.
- **Tennis Camps:** There are a few tennis camps still available 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!
- **Field Repair:** Parks crews are working at the ballfields at the Evergreen Playfield Complex to bring the turf back into shape following the recent special events. Field watering has been off since the set up for the Tour de Terrace and the National Night Out. Crews will be putting extra effort into greening up the outfields and working on the infields.
- **Fencing Projects:** Fence repairs along the southeast corner of the Pavilion South Patio have been completed.
- **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.
- **RPAC Plans for Fall Clean Up Event:** The Recreation Park Advisory Commission has been working on the annual fall clean up in honor of the National Day of Service in September. The Commission has been working with Terrace Park School to invite students to participate. The event will be on September 16 at the Recreation Pavilion at 9:00 a.m. Work to be completed will include general clean up and debris removal as well as planting to beautify around the Pavilion. For information, contact Ken Courtmanch at (425) 776-1811.
- **MLT vs Edmonds Softball:** Wednesday night employees from the cities of Mountlake Terrace and Edmonds faced off in a friendly but competitive softball game. Edmonds has won the past two years but their streak ended there. Mountlake Terrace staffers only allowed Edmonds to score once in the first 3 innings while putting up 9 runs themselves. After one run by Edmonds in the 4th, Mountlake Terrace shut them down in the 5th and put up 3 in the bottom of the inning to end the game in a mercy rule (12-2). The remaining two innings were played for fun by both sides. Special thanks to Tom, Mo, Kasey, Mark H, Kevin, Will, and Nicole for joining the team. Also, a big thank you to the entire City of Edmonds team for a great game. We look forward to defending the trophy next summer.



POLICE DEPARTMENT UPDATES

Weekly Activity August 2 - 9, 2017								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	45	91	7	9	0	3	0	1
YTD	1266	1669	244	142	25	71	51	71

Significant Incidents

- On August 2, 2017 at 4:41 p.m., patrol responded to a bike theft report. The victim was reporting the theft occurred at the QFC store while he was inside. The victim was hoping that the store’s surveillance might have recorded the theft. Patrol checked with QFC management and they did not have cameras monitoring the area where the theft occurred. No suspect information was available.
- On August 3, 2017 at 5:17 p.m., patrols were dispatched to the 4000 block of 212th Street SW for a physical domestic. Two sisters had been arguing about money when their argument turned physical. One sister had pushed the other hard enough to cause her to fall down and injure her ankle. The aggressive sister was arrested for domestic violence assault 4th degree, and booked at the Snohomish County Jail.
- On August 4, 2017 at 12:53 p.m., patrols were dispatched to 4300 block of 236th Street SW in

regards to a disturbance at a third floor apartment. It was reported that several household items and two cats were being thrown off a balcony. Upon arrival, several attempts were made to have someone come to the door. The attempts failed so entry was made into the apartment via a passkey provided by management. A male subject was contacted on the couch and safely taken into custody. A search for anyone else inside the apartment yielded negative results. The suspect was charged with Malicious Mischief/DV of his roommate's property and two counts of animal cruelty. A Brier Police Officer also assisted with the incident.

- On August 4, 2017 at 1:55 p.m., patrol responded to a hit and run in the 6000 block of 220th Street SW. The driver of a red Jeep became upset with the subjects following him near 220th Street. Once traffic stopped, the suspect placed his vehicle in reverse, backed into the front of the vehicle behind him, and then sped off. A short chase ensued with the victim unable to keep up with the suspect vehicle. A pedestrian who saw the Jeep speeding from the area told the victim that the suspect was waving a pistol out the window. Suspect is outstanding.
- On August 15, 2017 at 2:05 p.m., patrol responded to a vehicular assault that just occurred in the 5500 block of 214th Place SW. The female owner of a Toyota 4Runner attempted to stop a subject, who she had been dating for a week, from taking her vehicle. The male subject threw her to the ground in an attempt to leave with her vehicle without permission. She got off the ground and tried to stop him by reaching into the open window while standing on the driver's side running board. The suspect backed up and sideswiped a second vehicle on the driver's side smashing her between two SUV's, then speeding forward causing her to fall to the ground. She received several abrasions and small cuts. She was transported to the hospital for treatment to both legs. Suspect is outstanding.
- On August 6, 2017 at 6:24 a.m., patrol responded to the report of an unattended death at a residence in the 23000 block of 64th Avenue West. A 79-year-old had been pronounced deceased by the medics. A roommate had found him on the floor, cold to the touch. Based upon the statement of the roommate, the conditions of the home and medications the victim was taking, the Medical Examiner's Office released the body.

Detective Unit Update

• Cases Assigned

- 17-10979 Theft
- 17-11268 Robbery
- 17-11222 CPS / Sex Offense
- 17-11080 Missing Person
- 17-11215 Malicious Mischief
- 17-10990 Theft
- 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, one was via MLT Anytime in the area of 233 and 66th.
- Sgt. Pickard met with developer Steve Cox at the Gateway property. The grass has been mowed and old camping debris removed. A lock has been installed on the gate allowing patrols easier access to check the property.
- Numerous members of the department worked the Tour de Terrace event June 29-30.

CODE ENFORCEMENT PROPERTY OF THE WEEK

On August 1, 2017, Code Enforcement, while impounding a vehicle in front of a property located near the 22700 block of 73rd Place SW, observed two vehicles parked on an unimproved grass surface. Both vehicles had an expired license. Code Enforcement 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 8.15.050.B.3-(All motor vehicles shall be parked on an improved surface anywhere on a property, or on a maintained surface). Code Enforcement will continue to follow up until the violations are abated.



Other Items of Interest

- Two new Ford Explorers have been integrated into the fleet.
- The new Medication Education and Disposal kiosk was installed in the police department's lobby. This project uses funds from drug manufacturers to dispose of the outdated or unneeded drugs in our community. The larger kiosk increases the capacity that we can take in and simplifies the disposal process for our staff.
- Staff members attended the training to be issued naloxone, which is used to help opioid overdose victims.

NEWS RELEASES

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

MARK YOUR CALENDARS

- 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