

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

September 1, 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 **Tuesday, September 5, 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) Proclamation for U.S. Constitution Week 2017 (September 13-17); (2) Continuation of Public Hearing and Adoption of Reinstatement of Tree and Vegetation Preservation Ordinance; and (3) Review of Six-Year Financial Forecast.

The City Council's next work/study session is scheduled for **Thursday, September 14, 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) SNOCOM/SNOPAC Consolidation Update; (2) Review of Main Street Design; (3) Discussion of Zoning on 236th; (4) Report on Economic Development Strategy; and (5) Review of Wave Change in Control Agreement and Transfer of Franchise Ordinance to Radiate Holdings.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Annual Evergreen Awards:** This year we have 26 winners for the Evergreen Awards. We are contacting the property owners and working on the presentation for the event.

PUBLIC WORKS & ENGINEERING UPDATES

- **220th Adaptive Signal Project:** Design, which is being done in-house, is at 60 percent. Staff are currently coordinating with WSDOT and the Cities of Lynnwood and Edmonds to finalize the design, including new signal cabinet hardware and fiber runs for interconnection.
- **Bike-to-Health:** The Bike-to-Health project went out to bid on Wednesday, August 23. It is anticipated that it will be brought to Council for award on September 18. The project, funded through a grant, provides directional signage to destinations for bicycle traffic in an effort to increase multimodal uses within Mountlake Terrace and surrounding cities.
- **44th Avenue / 220th Street Rectangular Rapid Flash Beacon (RRFB):** The city has received all parts necessary to install a new RRFB at the crosswalk at 44th Avenue and 220th Street. Due

to old mounting bracket bolt patterns at the existing location, public works crews are removing and placing new foundations for the poles. It is planned to have this work as well as the RRFB installation complete prior to the start of the school year.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **YMCA/Victorian Woods renovations underway:** Victorian Woods is a 65-unit multi-household complex located on the north and south sides of 212th Street SW, on the eastern city limits (4008 212th ST SW). It has been managed by the YWCA of King and Snohomish Counties. The property was recently purchased by the Snohomish Portfolio Administrative General Partner LLC, financed with a 4% Low Income Housing Tax Credit and federal set-aside tax-exempt bonds through the Washington State Housing Finance Commission. The property was acquired for around \$12 million. A minimum of 40% of the units must be rented to residents with income at or below 60% of the Area Median Income (AMI).

Planned improvements include, but are not limited to: parking, paving and sidewalk repair including removal of at least 4 dozen mature trees; drainage systems repair and erosion control; vinyl siding replacement; building system replacements; and unit renovations (includes appliance, flooring, lighting, energy efficient upgrades, kitchen/bathroom counter tops and cabinets). The improvements are valued at \$2.35 million.

- **Applications submitted for the Creekside Subdivision/PUD:** Phoenix Development LLC is proposing a 49-lot Planned Unit Development (PUD) named Creekside Meadows on the 9.89-acre site at 7011 226th PL SW (former Creekside Church site). On August 30, concurrent applications were submitted for land use entitlement and civil construction permits. These include Preliminary Plat, Preliminary and Final PUD, Rezone (PUD overlay), SEPA review, a Critical Areas Variance, Short Plat for model homes, grading, civil and erosion control. The development is proposed to be constructed in two phases, which requires submittal of a Subdivision Improvement Agreement. The underlying developer, Sundquist Homes, recently completed the Atworth Commons PUD located between 56th and 58th Avenue W and 216th and 216th Street SW.

This is a complex proposal due to the large number of concurrent applications, the phasing proposal, the location of the site and its physical characteristics and the surrounding topography. The existing improvements are built on a large, fairly level (terrace) area. A second, undeveloped terrace is located above a steep embankment to the north. Hall Creek lies just west of the property, while the east side has steep slopes with underground springs. Access is limited to one point of entry plus a second, emergency-only driveway.

- **Demolition of Roger's Market and Handi-Mart sites pending:** Permit applications have been submitted to demolish all existing structures on the former Roger's Market site at 23120 56th Avenue W as well as the Handi-Mart site (corner of 44th and 228th). Both buildings have been evaluated for asbestos, which will be removed prior to demolition commencing. All structures including signs and foundations are to be removed and the sites cleaned up.
- **Trees removed from school properties to be replaced:** Mature trees were recently removed from two elementary school sites without prior notice to and approval from the city. The

affected trees at the Mountlake Terrace Elementary school, currently under reconstruction, were designated as retained trees on the approved civil and site plans. Street trees were removed along 228th in front of the Terrace Park Elementary school. In both cases, the trees may have been removed for cause, which the District is in the process of documenting. The city is working with the Edmonds School District to replace the removed trees for consistency with the underlying approvals.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Espresso Special:** Stop by the Recreation Pavilion's espresso stand next week, September 3 – 10 and receive \$.50 off a 16oz Latte!
- **Modified Schedule:** The Recreation Pavilion will have a modified schedule for Labor Day weekend. The hours of operation will be 7 a.m.-3 p.m. on Saturday September 2 and 8:30 a.m. -3:00 p.m. on Sunday, September 3. There will be Lap Swimming, Water Fitness, Leisure Pool and River swims and a Recreation Swim from 1:15-2:45. Swimming Lessons are not scheduled during the holiday. Monday September 4 the Pavilion will be closed in observance of the Labor Day Holiday. Schedules are available online at: <http://www.cityofmlt.com/531/Pool-Schedule> or in the lobby of the Recreation Pavilion.
- **Pool closed:** The Pool, Spa, Sauna and Locker Rooms will be closed September 5-7 while new air handling ventilation (referred to as an "air sock") is hung in the Natatorium.
- **Swim Registration and Fall Schedule:** Swim Lesson Pre-registration is underway it started Saturday, August 26 and will run through Wednesday, August 30 for those who are currently enrolled in classes. Then registration will open to those not currently in lessons first to MLT residents on September 6 and Online and Open to all on September 7. Our fall swim schedule will begin on Friday, Sept 8 and will be available on September 5 online and in the lobby of the pavilion. Swimming Lessons will begin September 8, 9 & 10 for the once a week lessons on weekends. Monday/Wednesday lessons begin September 11 and Tuesday Thursday will begin September 12.
- **Head Lifeguard/Swim Instructor:** Chris Shipway accepted a ¾ -time Head Lifeguard/Swim Instructor position and will take over coverage of weekends. Chris has worked for aquatics for a few years starting as swim instructor and lifeguard while in high school and has returned more recently as a seasonal employee.
- **Youth Day Camps:** On Wednesday, the All Stars and Majors attended a field trip to Matthews Beach in Seattle. This is the last field trip of summer. Camps conclude this week and staff have a holiday break before beginning the school year on September 6.
- **We're Hiring:** Youth Programs is looking for qualified staff for school age and preschool-age programs. There are openings for a ¾-time site lead at Madrona Elementary School. For more information about open positions, visit <http://www.mltrec.com/Jobs.aspx> or call (425) 776-9173.

- **ROCKSTARS Try-out Class:** Come to the first day of class Saturday, September 16 12:30-2:00 and try-out for the group. This performing group 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? Come to the first class for free and see how you like it! For more information, contact Chloe at (425) 640-3107.
- **Mountlake Terrace Dance Academy 2017-18:** Registration is now open. The schedule is visible online and in our Craze brochure. 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 and volleyball are all available. Basketball is played Monday and Wednesday nights. Volleyball is coed only and matches are held Tuesday nights. For more information, visit www.mltrec.com or call (425) 776-9173.
- **Adult Softball:** Fall adult softball leagues have begun. Co-ed and men's leagues are running this fall. This will be the final season of the year.
- **Fall Clean Up Event:** The Mountlake Terrace annual fall clean up in honor of the National Day of Service 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.
- **Edmonds School District Track Teams:** The Edmonds School District is planning another Cross Country Track Meet at Ballinger Park for 2017. In preparation, Coach Alan Bonney held a volunteer event with 32 kids from Track Teams from various schools in the district to work around the park on August 31.
- **Local Business Volunteers:** A Mountlake Terrace company has contacted Park staff to schedule a volunteer effort this September. Crystal Commerce has an interest in volunteering as a team building exercise at Ballinger Park this year. The company had about 15 volunteers work at Ballinger Park last year and has offered to continue the tradition. City staff and company representatives are working out the details of a work plan and schedule for mid-September.



Crystal Commerce September 2016

POLICE DEPARTMENT UPDATES

Weekly Activity August 9 - 15, 2017								
	Reports	Traffic Stops	Arrests	Collisions	DUI’s	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	38	76	7	4	0	1	2	1
YTD	1389	1959	269	155	27	80	54	75

Significant Incidents

- On August 28, patrol responded to a fraud complaint in the 5600 block of 235th Street SW. The victim reported she provided her financial information to someone she believed was a representative of Paypal only to later learn it was a scam. The victim canceled her credit cards and placed a fraud alert on her personal credit. Investigation continues.
- On August 28, patrol responded to a fraud complaint in the 23400 block of Hedlund Avenue. The victim reported that within the last year he began receiving mail for someone he did not know. Upon opening his credit card statement for this month, he noticed the person identified on the mail was added to his financial accounts without his permission. Investigation continues.
- On August 28, patrol responded to a court order violation in the 4100 block of 212th Street SW. Upon arrival, the victim stated his ex was just outside his residence throwing eggs at the house. Several broken eggs were discovered around the perimeter of the house. Investigation confirmed the victim’s ex was to have no contact with him or be within 100 yards of his residence, which she clearly violated. An area check and attempt to contact was negative. The suspect was cited through the City prosecutor.
- On August 25, patrol responded to assist the Brier Police Department with a residential burglary in progress. As Brier patrol arrived, they located the suspect vehicle and initiated a traffic pursuit. Mountlake Terrace assisted with the pursuit, which concluded with the suspect stopping his vehicle in the 4400 block of 228th Street SW and fleeing on foot. Lynnwood K9

confirmed the suspect fled into a nearby residence. After some negotiation, the suspect surrendered and was taken into custody without further incident. Mountlake Terrace patrol and investigations assisted throughout the duration of the event including preparation and service of a search warrant on the suspect residence. The suspect was later booked into jail for the crimes.

- On August 25, patrol observed a subject riding a bicycle without required safety equipment. The subject was stopped and refused to identify himself. After some investigation, the suspect was identified and confirmed to have a warrant for his arrest. The suspect was arrested and booked into jail for the warrant and the additional offense of providing a false statement.
- On August 24, patrol responded to a burglary report in the 21800 block of 66th Avenue W. Upon arrival, the victim stated he arrived at his storage unit and discovered the lock broken and the contents of the locker were rummaged through. A glove not belonging to the victim was located and collected as evidence. Investigation continues.
- On August 27, patrol responded to a possible kidnapping complaint. Upon arrival, a witness reported observing two subjects force a female into a vehicle and flee the area. Surveillance of the incident was obtained. As of now, no victim has been identified. Investigation continues.
- On August 24, patrol responded to a theft in progress in the 4300 block of 212th Street SW. Upon arrival, several suspects had been detained by a Lynnwood officer. While on scene, a suspect was observed discarding a bag full of pills. Investigation revealed two other suspects stole a variety of alcoholic beverages from a store, which were later recovered. Consent to search the suspect vehicle was obtained and several additional bags of pills, identified as Xanax, were also recovered. A backpack containing a large amount of cash and marijuana was seized pending a search warrant. Multiple subjects were cited for the theft. Another suspect was booked for possession of a controlled substance. A notice of seizure for \$401 was served to the subject booked for the narcotics. Additional seizure pending warrant on backpack.

Detective Unit Update

- **Cases Assigned**
 - 17-12495 Theft
 - 17-12547 Missing Person
- **Cases Cleared**
 - 17-9980 VUCSA/Possession of Stolen Property

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.
- Traffic emphasis on 48th Avenue West resulting in several warnings and infractions issued.

Code Enforcement Property of the Week

On August 16, Code Enforcement followed up to a parking complaint involving a red Subaru with an expired license appearing abandoned, located at 4200 block 214th Street SW. According to the reporting party, the vehicle had been parked at the location for over two months without being moved. Code Enforcement issued a correction notice and tagged the above vehicle for impound in accordance with MTMC 10.10.230 – (abandoned vehicles with an expired license exceeding 30 days expired). On August 23, 2017, Code Enforcement returned to the location and noted previously issued correction notice, police marker and chalk marks were still intact. The vehicle was in violation of the above City's parking ordinance. Towing was dispatched, and the vehicle was impounded and towed.

**Other Items of Interest**

- Sergeant Porter met with representatives from Brighton School to work on a civilian response to an active shooter threat. In addition, he has been preparing a response kit for police containing access devices and instructional guides to the school.
- Officers participated in range training this week focused on use of the shield, rifle manipulation and response to calls for service involving deployment of the patrol rifle.
- Officer Nguyen graduated phase 2 of his field training and began his final phase.
- Officer Brecht and Sergeant Lowe assisted the Lynnwood Police Department with their Corrections Sergeant promotional examination.
- Several officers participated in SAGE qualifications.
- Officer O'Hagan attended a block party at in the Town Center.

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 16, 9:00 a.m., Annual Fall Cleanup, Recreation Pavilion
- 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