

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

March 11, 2016

Members of the City Council
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Council Members:

COUNCIL MEETINGS

The City Council's next **special work/study session is scheduled for Wednesday, March 16, 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) Independence Day Celebration Update, (2) Development Activities Update, and (3) Review of Atworth Commons Final PUD, Final Plat and Zoning Map Amendment.

The City Council's next regular meeting is scheduled for **Monday, March 21, 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) Public Hearing and Adoption of Atworth Commons Final PUD, Final Plat and Zoning Map Amendment, and (2) Review of 2016-2018 City Council Goals.

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, April 13, 2016 from 6:00 to 7:00 p.m. in the Jungle Room.
- **Count Me In When Disaster Strikes:** The city will be participating in the Community Disaster Preparedness Town Hall on Tuesday, March 15 from 6:30 to 8:30 p.m. at Edmonds Community College Woodway Hall. There will be a lecture by Dr. Brian Atwater, World Renowned USGS Geologist, Earthquake Expert and UW Professor, and First Responders will provide disaster preparedness tips.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Congratulations:** City Clerk/Community Relations Director Virginia Olsen was elected as Vice President of the Washington Municipal Clerks Association (WMCA) and will be sworn in at their annual conference in Spokane next week. Virginia has served on the WMCA Executive Committee since 2008 as a Boardmember and two terms as Secretary. Currently she chairs the Northwest Clerks Institute Education Committee and will resume as WMCA Education Committee chair in 2016-17.

- **City Manager Recruitment Update:** A Professional Services Agreement with Colin Baenziger & Associates was approved by City Council at their February 16 meeting. The agreement includes a scope of services and timeline for the process. The timeline includes a recruitment through March 11, with background/reference checks from mid-March to early April. City Council selection of finalists will tentatively occur on April 18, a community reception on April 29 and final interviews on April 30.
- **Website:** One of the benefits of the city’s new website is the addition of video capability. This week, we added two helpful videos from the U.S. Department of State to the [passports page](#) on our website. The first is “How to Apply for a U.S. Passport” and the other is “How to Apply for Your Child’s Passport.” As we become more familiar with the new tools our website offers, we can look for ways to utilize them including using the opinion poll module. Although not a scientifically valid survey, collecting opinions through the website does provide another way for the city to seek and receive input from the community on a wide variety of topics. So far, we have received very positive feedback from the community about how the website is easy to use and find information. Staff is still cross training to learn how to use all of the modules such as the calendar, news flash, jobs, alert center, bid postings and document center. We are also using the sharing tools to add news releases to our social media sites. Currently, we are soliciting fresh photos from the community to usher in the spring season and keep the homepage up to date.
- **Website Photos:** The city is encouraging people to submit photos for the new website. We are looking for nice springtime photos of our community such as cherry blossoms, birds, spring flowers, etc. Photos must be sized to 2000 x 627 pixels. Please email image with your name and contact information to cityhall@ci.mlt.wa.us and if image is more than 10MB, please call (425) 744-6203 to make other arrangements. Please email only one image at a time due to file size and storage limits in our email system. Please visit our website at <http://www.cityofmlt.com/>
- **Evergreen Awards:** Nominations for our seventh Evergreen Awards program are open. The program builds the community’s pride, enhances the community’s image, and promotes sustainability. Nomination forms are available online at www.cityofmlt.com and at city facilities; they will be accepted through May 28, 2016. As soon as the weather improves, we will be in the field taking photos of the nominated properties. Since last year’s program was postponed for budgetary reasons, all 2015 nominees will be considered this year.
- **Community Videos:** The Community Relations Division will be working with CGI Communications based out of New York to develop a series up to five videos to play on the city website. We are hoping to get on the schedule for filming in June. Community Relations Director Virginia Olsen will be working with Department Directors to develop a script for the videos that will promote the city, its parks and recreational opportunities and economic development. A “coming soon” link will appear on the city’s website and businesses in our community will receive a letter from CGI and the city about advertising opportunities on the community videos. Stay tuned for more information.

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **Atworth Commons:** Atworth Commons Rezone, Planned Unit Development, and Final Plat, located at 5601 216th Court SW is a 31-lot single-family development currently under civil

site construction by Sundquist Homes. On February 8, the Planning Commission held a work session to review the final applications. The Planning Commission held a public hearing on February 22 to determine the consistency of those applications with the criteria and preliminary conditions of approval and make a recommendation to the City Council. The City Council will subsequently hold a public hearing in March and make final decisions on the plat of Atworth Commons.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** This project is essentially complete with only minor punch list items remaining along Lakeview Drive with minor traffic impacts. Normal work hours are 7:00 a.m. to 6:00 p.m., Monday through Thursday.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds continues construction of an extension of 228th Street SW from 76th Avenue W to SR99. This project will include new traffic signals at SR99/228th and at 76th/228th, and will also include reconstructing 228th Street/Lakeview Drive from 73rd Place W to the Ballinger Playfields. Edmonds' contractor is expected to be working in the City of Mountlake Terrace portions of the project through the winter. The majority of the work in Mountlake Terrace has been completed, but there is still some minor cleanup work. Expect lane closures but no detours on 228th Street SW/Lakeview Drive in this area. Typical work hours will be Monday through Friday from 7:00 a.m. to 5:00 p.m. Expect longer delays during the construction activity. Motorists should consider using alternate routes. Residential, pedestrian, and business access will remain open throughout the project. The project is scheduled to be completed in spring 2016.
- **227th Street SW Sidewalk Improvements (56th to 58th Avenues):** This project will construct curb, gutter and sidewalk on the south side of 227th Street SW between 56th and 58th Avenue W. This project includes ADA ramps, a planter strip, and roadway and drainage improvements on the south side of the roadway. During the week of March 14, the contractor will be pouring concrete curb, gutter, and sidewalk. Expect intermittent delays between 56th and 58th Avenues W during construction. Construction is expected to be complete this spring.
- **PSE gas main replacements:** PSE is replacing a gas main on 44th Ave SW from 224th Pl SW to 224th St. SW.
- **Lynnwood Emergency 212th Water Main Project:** The water main repair work is continuing for a broken water main on 212th Street SW. **Until approximately May 15, 2016, 212th from 52nd to 63rd Avenues is anticipated to have only one lane opened to traffic while a new water main is installed.** Delay is expected during construction work hours from 6:00 a.m. to 6:00 p.m. All lanes will be opened to traffic during weekends and off-construction work hours from 6:00 p.m. to 6:00 a.m. Monday – Friday.
- **Scriber Creek Apartments Sewer Main Project:** Work has begun on the Scriber Creek Apartments Sewer Main project, which will install a new sewer main in 212th St. SW between Larch Way and 41st Ct. W. This is an Alderwood Water & Wastewater District sewer line located partially in the City of Mountlake Terrace. During the week of March 14, expect occasional lane closures. An alternate route along Poplar Way, 214th St. SW and 44th Ave. W is advised.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Summer Camps:** Summer is approaching fast. Don't miss out on the opportunity to register your child for fun in the sun! Summer Camp registration begins March 7 for all programs: Aqua Kids, All-Stars and Majors full day camps, Jr. Kids Krew – MLT Minors camp, dance camps, Skyhawks, tennis and more. Go to www.mltrec.com/summer for dates, details and forms. Camps fill quickly. Check it out today!
- **Weekly Espresso Special:** The Recreation Pavilion's espresso stand is offering a delicious special next week. March 13 - 20, come by and get \$.50 off a 16oz Lucky Charm Latte!
- **Summer Program Brochures:** Brochures have been distributed to Shoreline and Northshore School Districts. We are currently working on the distribution to the Edmonds School district.
- **Adult Basketball/Volleyball:** Spring registration is open! Recreational and intermediate Basketball is open to men's teams. Games are played Monday and Wednesday. The cost is \$600 per team. League begins on April 11. Coed Volleyball matches are played on Tuesdays. Upper and lower divisions are available. The cost is \$310 per team. Leagues begin on April 5. For more information, or to register, call Kevin at (425) 640-3105.
- **Mountlake Terrace Dance Academy:** Announcing "The Wizard of Oz!" Dorothy and her companions will travel through Oz in search of answers to their individual questions about life and family. The director and dance teachers are busy picking songs and costumes for dances about flying monkeys, munchkins, the yellow brick road and more. Performances will be June 11 mid-morning and mid-afternoon at the Mountlake Terrace High School Theater. Stay posted for specific times.
- **Spring Break Soccer Camp:** New for 2016, Skyhawks is offering a youth soccer camp during spring break! Kids will learn the fundamentals of soccer and improve their skills and knowledge of the game. Camp will be held April 4-8 on Evergreen Playfield #6 from 9:00 a.m.-12:00 p.m. Fees are \$135 for residents and \$144 for non-residents. To register, call (425) 776-9713 x0.
- **Fall Program Registration:** Fall Preschool, Kindergarten Readiness, Jr. Kids Krew and Kids Krew before and after school care registration opens on March 14. Program details can be found online at www.mltrec.com and www.crazedigital.org. Don't hesitate to reserve your spot, many programs and classes fill quickly!
- **Swimming Lesson Registration:** A new session of swimming lessons started Monday, March 7 and Tuesday, March 8 and will run until March 30 and 31. The next registration for weekend classes that meet on Fridays, Saturdays and Sundays will be April 6 and 7 with the classes starting on April 15, 16 and 17. Registration for aquatic classes will remain open through the third lesson for anyone who wants to sign up for open spots. If parents are unsure what class children should register for the Aquatic Coordinators are available for placement evaluations in the pool; participants must come prepared to get into the pool.

- **Dog-Training Classes:** The Dog Obedience classes started this week. Basic Dog Obedience meets Monday nights from 7:30-8:30 p.m. March 7-April 18; Intermediate Dog Obedience class meets Wednesdays from 7:30-8:30 p.m. March 9-April 6 and Puppygarten (a beginning class for puppies 8-16 weeks old) meets on Thursdays from 7:30-8:30 p.m. March 10-April 14. All dog obedience and training classes meet in the Jungle Room at the Recreation Pavilion. The next dog first aid/CPR class is scheduled for April 9 from 9:30 a.m.-12 p.m. The instructor for our dog obedience and dog first aid classes is Caren Malgesini, CPDT (Certified Professional Dog Trainer).
- **Marlins Swim Team Registration:** Registration opened on Monday, March 7 for anyone interested in participating on a Recreational Summer Swim Team. The Marlins meet from June 27 through August 13 and will swim against other teams in the area, including Lynnwood, Edmonds, Shoreline, Snohomish County, Kirkland, Snohomish Aquatic Center and Everett. To join the team there is criteria that swimmers must meet. To arrange a swim check with Head Coach Marisa Gruhn contact the Recreation Pavilion at (425) 776-9173 to set up an appointment. Those previously on the team last summer pre registered on March 4.

POLICE DEPARTMENT UPDATES

(March 2 - 8, 2016)

WEEKLY ACTIVITY								
	Reports	T-Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	24	109	6	3	0	2	2	1
YTD	380	840	55	44	5	17	11	35

Significant Incidents:

- On 03/03/16 at 7:23 p.m., Mountlake Terrace Officers responded to a CPR in progress call in the 5700 block of 239th Pl SW. Units arrived on scene along with Fire Personnel from Station 19. Fire Personnel performed life saving measures on a 33-year-old Mountlake Terrace resident inside the residence for approximately 50 minutes before calling the time of death at 8:21 p.m. The Snohomish County Medical examiner released the victim's remains due to medical history.
- On 03/06/19 at 10:30 a.m., Mountlake Terrace Patrol Officers attempted a traffic stop on a male subject who had a Mountlake Terrace warrant. Just prior, his neighbors had reported that he was acting strangely and knew him to have mental issues. He initially refused to stop, but then pulled into the Chevron lot on Ballinger Way. He was not responsive to Officers at first, and then started to say things that did not make sense. He was taken into protective custody and immediately became resistive. Leg restraints were applied and he was transported by Aid to Swedish Hospital. One Officer had his watch broken by the suspect during the arrest. Misdemeanor charges for the damage to the officer's property will be sent to the prosecuting attorney.

- On 03/06/2016 around 8:17 p.m., a Mountlake Terrace police officer was dispatched to the 5900 block of 228 Street SW for a public assist call. At that location, the officer spoke with the reporting person, who explained that she locked her keys and her dog in the car. The dog was frantic and it had become entangled in a leash, and could be heard whimpering and whining through the window. The dog was clearly in distress. The officer attempted to unlock the door utilizing an air bladder and a coat hanger. Unfortunately, during the attempt the car window shattered. Even with the broken window, the owner was pleased that her dog was rescued and her car keys recovered.

Detective Unit Update:

CASES ASSIGNED:

- 1- Theft
- 1- Sex Offense
- 4- Harassment

CASES CLEARED:

- 1- Death
- 1- CPS
- 1- Fraud

Directed Enforcement:

- Mountlake Terrace Patrol Officers are working on a complaint of speeding vehicles in the 23000 block of 56th Avenue W.
- Officers are checking the 6000 block of 244th Street SW for transient related problems and a complaint of auto prowling.

Code Enforcement Property of the Week:

On December 2, 2015, Code Enforcement observed code violations at a property located in the 23500 block of 52nd Avenue W. Observed in the side yard of the property were several vehicles appearing inoperable and unused. The vehicles appeared to have been sitting for an extended period of time and appeared unmaintained. This is a violation of MTMC 8.15.050B1-(all motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure). A code violations case was generated and notice sent to the property owner. Shortly thereafter, Code Enforcement was contacted by the property resident who advised that she has a plan to remove the vehicles and hopes to have one vehicle removed per week and requested an extension. Code Enforcement worked with her on the time extension and she was able to keep to her timeline. After approximately three weeks, the junk/inoperable vehicles were removed. The code case was subsequently closed.



NEWS RELEASES

The following news releases issued this week can be found [here](#):

- None

MARK YOUR CALENDARS

- March 17, 5:30 p.m., Snohomish County Cities Meeting, TBD
- April 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 16, 9:00 a.m., April Pools Day, Recreation Pavilion Pool
- April 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- April 23, 9:00 a.m., Earth Day Park Clean Up, Ballinger Park
- May 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 19, 5:30 p.m., Snohomish County Cities Meeting, TBD
- June 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- July 29, 30, 31, Tour de Terrace, Evergreen Playfield
- August 2, 6:30 p.m., National Night Out, Evergreen Playfield
- August 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 18, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 7, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 10, 9:00 a.m., National Day of Service, Ballinger Park
- September 14, 6:00 p.m., Annual Evergreen Award Program, Ballinger Clubhouse
- September 15, 5:30 p.m., Snohomish County Cities Meeting, TBD
- 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
Interim City Manager
City of Mountlake Terrace