

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

January 26, 2018

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 on **Thursday, February 1, 2018** 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 City Department Performance Measures for July-December 2017: (a) Organizational Development/Human Resources; (b) City Council/City Manager/Community Relations; (c) Community and Economic Development; (d) Public Works - Engineering Services and Operations; and (e) Recreation, Parks, and Property Management; (2) Review of Transitional Uses Zoning Code Updates; (3) Review 3rd of July Event Agreement; and (4) Discussion of Economic Development Task Force.

The City Council's next meeting is on **Monday, February 5, 2018** 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) Recognition of South Snohomish County Fire & Rescue Assistant Chief Brad Reading; (2) Update from Edmonds School District Superintendent Dr. Kristine McDuffy; (3) Approval of 3rd of July Event Agreement; and (4) Adoption of 2017 Comprehensive Plan and Zoning Map Amendments Ordinance.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Civic Campus Project Update:** Five architectural firms submitted responses by Friday, January 26, expressing interest in aiding the community in the design of the civic campus project in 2018. The submittals will be reviewed, and then firms will be invited to present their approach to work with the community.
- **February City Happenings:** The city newsletter was mailed on January 26 and features information about a \$2.4 million grant for Main Street. This issue also features an article on the National Night Out Award, Special Event Permits, and Ballinger Park Spotlight on Volunteer Projects. Other articles include Low Impact Development Code Updates, What's Next for the Civic Campus Project, Registration for Swim Lessons, Spring Sports and Summer Camps, Townhome Development, Code Updates for Transitional Uses Areas, Earth Day Cleanup, and grant for the Shoreline Management Plan Update. Ongoing features such as Construction Update, Council Highlights and Coffee with the City dates round out this issue.

- **Volunteer Appreciation:** Invitations to a recognition event for volunteers serving on city boards, commissions and committees on January 31 were mailed on Thursday, January 18. A dinner will be provided to the dozens of volunteers who have served over the past year including the City Hall Advisory Committee.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Open house on Transitional Zone on February 1:** "Transitional Uses" refers to townhome and parking lot development that is currently permitted in a narrow band of lots abutting the Town Center zoning district. The purpose of the transitional uses area is to provide a buffer between the more intense development permitted in the Town Center district and the surrounding single-family residences. Efforts have been underway since fall 2017, to craft clear regulations and standards for such development. Draft code has been prepared for consideration. A community forum was held December 14, 2017 with strong community attendance and participation.

A second open house will be held on Thursday February 1, between 6-7 p.m. at Interim City Hall. The purpose is to share what has occurred to date and seek further input. There will be display boards, a short presentation including visuals of building height and lot coverage, proposed design standards and a Q&A opportunity. More information is available at: <http://www.cityofmlt.com/1930/RS-4800-Transitional-Code-Update>.

- **Terrace at Park West:** Terrace at Park West, a 27-unit townhome development located at 21309 48th Avenue W., recorded the fee simple subdivision document this week. The recording of the fee simple plat results in the creation of legal building lots. This action allows release of all building permits to construct above the foundation. While infrastructure (civil) improvements can occur prior to creation of individual building lots, a building permit can only be issued for a legal property.
- **Gateway TOD project moves forward:** The final binding site plan for Gateway TOD has been recorded. This action means that legal building lots have been created for the three 5-story buildings planned for the site. It also creates 4 tracts, including one tract that will become Gateway Boulevard, completing the connection between 244th and 236th Street SW. The construction of the intersection of Gateway Boulevard with 236th will be coordinated with the city's Main Street construction project.

Civil construction plans have been approved and are ready to issue. The full scope of work includes reinforcement of the Gateway Bridge, stream and wetland restoration, significant landscaping, a pedestrian trail near the stream, and dedication of property to the city for inclusion in a city entry park on 236th by the Transit Station. Groundbreaking on Phase 1 of the site master plan is expected in March 2018. The building permit for Building 1 is also ready for issuance.

- **Tamblyn Townhome Project Approval:** On January 16, 2018, a public hearing was held for the preliminary approval of a 14-unit fee simple townhome development. The project is located on the southeast corner of 58th Avenue W and 230th Street SW, in District E of the Town Center, with access to the project occurring along 58th Avenue W. Construction will

incorporate all aspects of the Town Center Design Standards, and include a pedestrian activity area, as well as angle-in parking along 230th Street SW.

- **PSRC soliciting public comment on VISION 2040, the Regional Transportation Plan, until January 31, 2018:** VISION 2040, the Regional Transportation Plan (Plan), is an action plan for the central Puget Sound region through the year 2040. The region covers King, Snohomish, Pierce and Kitsap Counties. During that time, the region is expected to grow by roughly 1 million people, and support more than 800,000 new jobs. These new people and jobs are expected to boost demand for travel within and through the region by 30 percent. The new draft Plan outlines a long-term template for how this region should invest in transportation, while at the same time embracing the need to be flexible and responsive to the ways people – and the world – will actually change. View the Executive Summary of the draft Plan at: <https://transportationplan.participate.online/executive-summary> To learn more about the draft Plan, and let PSRC know what you think, go to: <https://transportationplan.participate.online/>.

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES

- **Main Street Project:** City staff continue to work toward advertising the Main Street project for construction. To help with construction management, the city recently hired Jenny Pearson. Jenny is a returning employee to the city, and last helped us with construction management on the Lakeview Trail project. Public Works is excited that she is able to bring her unique skill set to support Main Street. Hiring Jenny as an employee will save thousands of dollars compared to hiring consultants to perform the construction management.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Swim Lessons:** Weekday classes pre-registration will be Monday, January 29 and Tuesday, January 30 for the next weekday swimming lesson session. Mountlake Terrace Resident Registration will take place on Wednesday, January 31 and open registration will be Thursday, February 1. Remember resident and open registration are available online or in person at the pavilion. These lessons will start on Monday, February 5 and Tuesday, February 6 and will run until February 28 and March 1. Aquatics is still in need of swimming instructors and Lifeguards applications are available online or at the Recreation Pavilion, training is available in-house for anyone who is interested. Flexible schedules are available including weekday daytimes and afternoon, evenings as well as Saturday and Sunday mornings.
- **Espresso Special:** Next week's espresso special is a Cinnamon Dolce Latte. Come to the Recreation Pavilion's espresso stand January 29 – February 4 and receive \$.50 a 16oz.
- **Rubber duck sales:** Clerical staff at the Recreation Pavilion have sold 179 rubber ducks from January 2 to 22. We still have many duckies to choose from. Come get your Valentine or Easter rubber ducky today!
- **Scholarship donations:** In 2017, \$1945.20 was recorded in scholarship donations. The Michelle Ringler scholarship fund helps children in the Edmonds School District attend recreational programs such as swim lessons and dance who may not otherwise be able to afford to. This scholarship fund continues thanks to generous donations of the public.

- **Spring Softball:** Adult softball registration for the spring season opens on Friday, February 2. Men's, Women's and co-ed leagues are available. Games are all doubleheaders. Spring season is 10 games. For more information or to register call (425) 640-3105.
- **Racquetball Tournament:** The first racquetball tournament of 2018 is Saturday, January 27. Over 20 people will be competing in singles and doubles tournaments. All participants receive a t-shirt and are guaranteed at least 2 matches. Trophies are awarded to top finishers. The next tournament will be Saturday, March 24. For more information call (425) 776-9173.
- **Dance Academy:** Registration is open for second semester and courses begin Monday, February 5. You can come and take a trial lesson this week! Be sure to get involved right away so your kids will be eligible to perform in our June Recital. Come into the pavilion to pick up a dance packet and register at the front desk. For more information or placement, contact Chloe Davenport (425) 640-3107 cdavenport@ci.mt.wa.us or see the craze www.crazedigital.org.
- **Quarterly Fitness:** Starting right now, Jamie Neill is teaching Core de Force the hottest new Mixed Martial Arts (MMA) kick boxing class Wednesdays 7:30-8:30 p.m. Core de Force is similar to Turbokick and is replacing it on the schedule. It's a great new perspective on how to sweat and work on self-defense moves. We have new teachers with interesting backgrounds joining our Fitness department! Staff are brainstorming and preparing new things to keep your fitness classes fresh and interesting this spring. You can drop-in to Core de Force and any ongoing classes and/or register for the session beginning Feb 12. To register go to the Craze at www.mltrec.com and find page 32.
- **Quarterly Dance:** There are some amazing teachers giving excellent instruction in Ballet, Tap, Jazz and Hip Hop. Also charismatic and fun Ballroom teachers at the Pavilion each week teaching Salsa, East Coast Swing and in the spring Waltz and Fox Trot. If you're an absolute beginner or a veteran who just wants a recreational outlet and to stay in shape we have a place for you. For more information call Chloe (425) 640-3107 or go to the Craze at www.mltrec.com and go to page 33.
- **Job openings:** Youth programs is currently hiring for several positions. Site-leader, preschool assistant, and summer camp counselor are all available. Part and full time positions. If you are interested in applying visit <http://wa-mountlaketerrace.civicplus.com/Jobs.aspx> or call 425-776-9173.
- **Early Release/Non-School Day Care:** The January 24 half-day and January 25 non-school day care are full. The next early release day is February 16 and the next non-school days are February 19-20. If you are interested in child care for these dates, contact (425) 776-9173.
- **MLTDOG Volunteers:** The Mountlake Terrace Off Leash Dog Park (5303 228th Street SW) is maintained with assistance from a small group of volunteers known as MLTDOG who are setting up some volunteer efforts to help with the maintenance of the park. The first of these for 2018 will be February 4 from 10:00 a.m. to 2:00 p.m. If you would like to help out or get more information about other volunteer efforts and possibly join the group they can be reached at 4mltdog@gmail.com.

- **Eagle Candidate:** Eagle Candidate Keanon Johnson has contacted the Mountlake Terrace Parks Department with an interest in completing his Eagle project in the Mountlake Terrace Park system. Keanon has set up a meeting with park staff to go over possible projects to be completed early this year.

POLICE DEPARTMENT UPDATES

Weekly Activity (January 17 – 23, 2018)								
	Reports	Traffic Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
Week								
YTD								

**Activity is updated in the last week of the month*

Significant Incidents

- On January 18, 2018 at 3:47 a.m., patrol stopped a vehicle for an equipment violation in the 6000 block of 244th Street SW. The driver was determined to be driving with a suspended driver's license and had a warrant for his arrest. The driver was arrested and custody was transferred to Kenmore Police.
- On January 18, 2018 at 2:29 p.m., patrol responded to the Northern Lights apartments for suspicious vehicles. The apartment manager stated a nearby business owner was observed working on the vehicles in the complex lot. Investigation revealed the vehicles were previously reported stolen. Investigation continues.
- On January 18, 2018 at 11:32 p.m., patrol stopped a vehicle for a registration violation in the 6000 block of 244th Street SW. Investigation revealed one of the passengers to have a warrant for his arrest. The subject was arrested and booked into King County Jail.
- On January 19, 2018 at 10:58 a.m., patrol responded to a welfare check in the 5200 block of 212th Street SW. Upon arrival patrol observed the subject wandering into traffic. The subject was contacted and appeared to be under the influence of narcotics. She was taken into protective custody and searched prior to transport to the hospital. The search revealed her to be in possession of methamphetamine. Charges forwarded to the prosecutor's office.
- On January 19, 2018 at 2:54 p.m., patrol was dispatched to a welfare check in the 22200 block of 67th Place SW. The reporting person stated a subject appeared to be unconscious in a running vehicle. Patrol learned the vehicle was recently involved in a pursuit with Seattle Police. Upon arrival the subject was woken and given instruction to exit the vehicle. He refused to comply. He was advised he was under arrest and given additional commands, with which he refused to comply. Officers broke the window and arrested the driver. During the arrest process the suspect was found to be in possession of heroin. Due to being under the influence of narcotics booking was declined. He was evaluated by aid personnel and released pending charges.
- On January 19, 2018 at 4:18 p.m., patrol responded to Terrace Park School to investigate statements made by a student. The student was heard stating he was going to bring a gun to

school. Patrol contacted the student and his parent. It was determined nothing criminal occurred. The information was provided to school administration.

- On January 20, 2018 at 12:10 a.m., patrol stopped a vehicle for registration violations in the 21900 block of 64th Avenue W. Investigation revealed the driver to be unlicensed and the passenger, who appeared to be under the influence of narcotics, had several warrants for her arrest. The passenger was arrested for her warrants and custody was transferred to the King County Sheriff's Office.
- On January 20, 2018 at 7:52 a.m., patrol responded to a welfare check at Ballinger Estates. The reporting person stated two subjects were unconscious in a running vehicle. Upon arrival patrol confirmed the information. Upon contacting the vehicle a large amount of paraphernalia, including a loaded syringe of heroin, was observed inside. The subjects were woken and detained upon exiting the vehicle. Consent to search the vehicle was obtained. A variety of heroin and paraphernalia was recovered. Due to recent ingestion of narcotics booking was declined. The subjects were released pending referral of charges to the prosecutor's office.
- On January 20, 2018 at 11:18 p.m., patrol was dispatched to a burglary in the 6500 block of 233rd Place SW. Investigation revealed suspect(s) forced entry through a recent repair to a doorway from a previous burglary. Property was rummaged through, however nothing was confirmed missing. Investigation continues.
- On January 21, 2018 at 11:27 p.m., patrol responded to an order violation/domestic assault. Upon arrival the victim stated her ex-boyfriend was at the residence in violation of a no contact order. She said she and other guests were drinking when her ex became abusive and assaulted her. She in turn, tased him and called 911. The suspect then fled on foot. A K9 track was commenced without success. A witness was located and arrested for warrant(s). At 2:12 a.m., the suspect was located attempting to gain entry back into the home. He was arrested without incident for multiple order violations, assault and warrants and booked at Snohomish County Jail.
- On January 22, 2018 at 7:43 p.m., patrol responded to a burglary in the 4400 block of 212th Street SW. Investigation revealed entry was made by kicking a door. The victim stated several pairs of shoes, cash and a firearm were stolen. The residence was processed for evidence. Investigation continues.

Detective Unit Update

Significant Cases:

- Cases Assigned
 - N/A
- Cases Cleared
 - 17-18539 Fraud
 - 18-449 VUCSA
 - 17-18863 Sex Offense
 - 17-18633 Sex Offense
 - 17-17558 Burglary

CODE ENFORCEMENT PROPERTY OF THE WEEK

On January 17, 2018, Code enforcement received a complaint via email involving accumulations of construction materials and debris stored outside near the 4900 block of 216th Place SW. On January 17, 2018, Code Enforcement followed up to the complaint and observed accumulations of construction debris on the west side of the house, and three vehicles parked on unimproved surfaces on the east side of the house. Code Enforcement issued a Notice of Violation to the property owner(s) in accordance with: 8.15.040.A.6 – (Wood piles must be properly stacked. Wood debris and branches must be removed to prevent hazards), 8.15.040.E – (Idle construction materials must be properly stored and protected from prolonged outside exposure, or removed), and 8.15.050.B.3 – (All vehicles, anywhere on a property, must be parked on an improved surface or on a maintained surface) per MTMC 19.125.070. (No more than two motor vehicles may be parked in the rear yard of a residence unless contained in a legal and fully enclosed structure). Code Enforcement will continue to follow up until the property is compliant with city nuisance and parking ordinances.



Community Outreach & Directed Enforcement

- Officers conducted local business and area checks at the following locations: Northern Lights Apartments, Studio 6 Motel (Gateway Plaza), Ballinger Park, Interurban Trail, Veterans Park (Library) and the Evergreen Elementary property.
- Traffic enforcement on 48th Avenue W, Lakeview Drive and 226th Place SW.
- Directed patrol of several apartment complexes and homes where there have been repeated incidents.
- Officers continue to be proactive in locating homeless encampments.
- Officers met with a homeless subject and offered outreach materials and resource guidance.
- Officers have been proactive visiting schools and churches. Officers have been working with school administrations to develop response to emergency kits.

Other Items of Interest

- Eight officers attended the memorial service for Pierce County Deputy McCartney including two members of the Honor Guard.
- Chief Wilson instructed mid management at CJTC.
- Commander Hansen assisted Bothell Police Department with a promotional assessment center.
- Commander Haynes assisted Edmonds Police Department with a promotional assessment center.
- Officers Sheets and Johnson successfully completed their field training.

NEWS RELEASES

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

MARK YOUR CALENDARS

- February 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- March 21, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 26-29, 2018, AWC Annual Conference, Yakima Convention Center, 10 N 8th Street
- July 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 8, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace