

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

March 27, 2015

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 work/study session is scheduled for Thursday, April 2, 2015 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) Review Communications Action Plan, and 2) Fourth Quarter 2014 Financial Report and Performance Measures.

The City Council's next regular meeting is scheduled for Monday, April 6, 2015 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) Police Department Employee Recognition, 2) Snohomish County Tourism Bureau Annual Report, 3) Adoption of Resolution Providing Concurrence with Edmonds Construction Contract Award for Edmonds 228th Corridor Improvements Project with Change Order Authorization Delegated to City Engineer, 4) Approval of Reactive Police Services Agreement with the City of Brier, 5) Update on Emergency Management Services, and 6) Review Departments' Workplans.

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City:** Residents, business owners and others from the community are welcome 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 8, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

COMMUNITY RELATIONS

- **Request for Proposals (RFP) for Web Redesign:** The City of Mountlake Terrace advertised an RFP for experienced website design firms to redesign, develop and implement a new city website utilizing content on the existing website, as well as new information and features. The deadline to submit a response is next Friday, April 3, 2015 at 4:30 p.m. More information can be found on our website under "For Businesses", "Request for Proposals/Bids".

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Fire Service Benefits Charge:** Snohomish County Fire District 1 (FD1) will be presenting voters with a proposed **Fire Service Benefits Charge** as an alternative means of taxation/funding. This will shift the burden of fire department costs borne by single family

taxpayers to a commercial base taxation using building use and area, for which most fire resources are required. FD1 will be raising public awareness as the vote will be coming in 2015.

- **New World Emergency Dispatch:** A computer aided dispatch process for emergency response will “go live” on June 8, 2015. The process will be supported by *New World*, a technology software package that includes a record management system. New World - ten years in the making - will be utilized by every police and fire agency in Snohomish County.
- **Code Limitations on Driveway Length to be Reviewed:** As follow-up to the adoption of the new Title 17 Subdivision Code, staff will immediately begin the process to review and recommend amendments to the driveway standards in the transportation code. This will address the current restriction on the length of driveways permitted for townhouse developments. This issue came to light during the update to the subdivision code because townhouses can otherwise be developed under the fee simple unit lot subdivision provisions of the new subdivision code. However, it was discovered that the current restriction in the transportation code on driveway lengths could adversely limit the ability to develop a townhouse development on larger and/or deeper properties.
- **Gateway TOD Development Update:** A request for a Certificate of Planned Action Ordinance Consistency, along with an environmental checklist, was submitted on March 3 as the first formal application pertaining to the Gateway TOD development proposal beyond the pre-application conference held in early January. The purpose of the Planned Action Ordinance Certificate is to confirm whether the development as defined in the application is consistent with development allowed under the Planned Action Ordinance (PAO). If the project is found to be within the scope of the Planned Action Ordinance, no additional environmental analysis will be required except as specified in the PAO. Staff expects to make a determination of PAO consistency the week of March 9. In addition to the PAO Consistency application, the developer will also be able to apply for an amendment to the Gateway Place binding site plan now that the new subdivision code has been adopted (effective March 11). The binding site plan amendment will be necessary to carve off the Lot 8 portion of the Gateway Place binding site plan so that it can be merged with the Gateway TOD development site. The process for amending the existing binding site plan is defined in the new subdivision code.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** A grant of \$2,080,280 will fund construction of new pedestrian and bicycle facilities along Lakeview Drive and 236th Street SW, from the Interurban Trail to I-5. The improvements will increase commuting options for residents of Mountlake Terrace and other nearby jurisdictions. They will provide safe and convenient connections for pedestrians and cyclists from west Mountlake Terrace, east Edmonds, and the Interurban Trail to the Mountlake Terrace Transit Center and the Town Center. The grant award is estimated to fund a majority of the construction costs. A pre-construction meeting will be held on April 1 with the contractor, Taylor’s Excavators Inc., and work will begin in April.
- **Main Street Revitalization Project:** Based on discussions and comments received at the open house, the city is working with KPG to ensure that design improvements provide smooth flow of traffic, offer multiple modes of transportation through the Town Center, and

maximize on-street parking opportunities. KPG is currently working on the 90% plans, specifications, and estimate. Universal Field Services is currently working on right-of-way activities. Design is anticipated to be complete in mid 2015.

- **216th Street SW Storm Improvements (52nd Avenue to 53rd Place):** This project will replace the existing storm drain pipe on 216th Street SW between 52nd Avenue W and 54th Avenue W, and on 53rd Place W to the north of 216th. Work also includes installing new catch basins, and replacing short sections of curb and gutter. The storm system, concrete curb and gutter, and paving work is complete. Minor restoration and some utility repair work remain. Expect lane closures during utility repair, but no detours.
- **North Side Water Main Improvements:** This project will construct approximately 6,500 linear feet (1.2 miles) of new 6-inch, 8-inch, and 12-inch diameter ductile iron water main, together with 13 fire hydrants and 66 water services. This project replaces undersized and/or deteriorated water mains to provide adequate fire flows and system reliability consistent with the City's Comprehensive Water System Plan. The work will take place within 215th/216th Streets between 61st and 66th Avenues, 56th Ave W between 216th and 220th Streets, 218th and 219th Streets west of 58th Ave W, and in 54th Ave W and 216th Street SW from 214th Street to 56th Ave W. Work will be complete at 218th and 219th Streets and is continuing at 56th Ave W the week of March 30. This project is expected to be completed in summer 2015.
- **236th Street SW Pedestrian Accessibility Improvements:** This project will construct 18 new curb ramps in the existing sidewalks at the corners of the intersections along 236th Street SW between 48th and 56th Avenues W. There are currently only two curb ramps along this section of 236th. The sidewalk ramps will be constructed in accordance with the Americans with Disabilities Act (ADA) requirements. During the week of March 30, the contractor will be working on the north side of 236th Street at the 50th Avenue intersection as well as the driveway entrances to Forest Crest Playfield. Some daytime road closures at 52nd Ave may be necessary. Detours will be posted. Work is expected to be complete this spring.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Spring Break Pool Schedule:** The Spring Break Pool Schedule is currently available online. There will be extra Recreation Swims added Monday through Friday at 1:15-2:45 p.m. and 2:55-4:25 p.m., Mondays and Wednesdays 6:40-7:55 p.m., Tuesdays and Thursdays 6:00-7:15 p.m. Safety courses offered during the break will be a Junior Lifeguarding for 11-14 year olds 11 a.m.-1:30 p.m. and a Lifeguard Training Monday through Friday 3-8:30 p.m. These courses are currently open for registration. For more information, go to <http://www.cityofmlt.com/cityServices/recreation/indoorPool/safetyCourses.htm> .
- **April Pools Day:** Saturday, April 11 is April Pools Day at the Recreation Pavilion. Swedish Edmonds Hospital and Edmonds Family Medicine sponsor this annual event. The focus of this event is water safety and fun! Enjoy Prizes, Free Swim, First Aid, Water Safety Tips, Lifejacket Demos, and more! Come check it out. For more information, call (425) 776-9173 x 0.
- **Swimming Lessons:** Pre-registration for swimming lessons will be March 29 for Sunday swimming lessons, March 30 for Monday/Wednesday lessons, March 31 for Tuesday/Thursday, April 3 for Fridays and April 4 for Saturdays. Registration for

Mountlake Terrace residents who are currently not in swimming lessons is Wednesday, April 8 with open and online registration for everyone Thursday, April 9.

- **Lifeguard In-Service:** Friday, April 3 will be a lifeguard in-service from 4:15-6:30 p.m. All aquatic programs after 4:15 p.m. will be canceled and the sauna and therapy pool will be closed.
- **Summer Craze:** The summer edition of the Craze Recreation Guide will be mailed on April 1 to all residents. Also, simultaneously our digital edition will be available at www.crazedigital.org.
- **Forest Crest Playfield sidewalk repairs on 236th Street:** Contractors will be continuing on 236th Street in front of Forest Crest Playfields entrance/exit over the next couple of weeks. Each will be demolished and rebuilt separately and signed to allow for youth ball field access. The south access on 238th will be open as usual.
- **Evergreen Playfields Playground Equipment:** The new playground is finished! This is the second playground installed at this location (between Evergreen Playfield #1 and Playfield #3 off 56th Avenue West) within the past year. Funding was provided by a Snohomish County Community Development Block Grant.
- **Ballinger Park Master Plan:** The planning process for the park will kick off on April 14, 6:00 p.m. at the Ballinger Clubhouse (Senior Center). Show up and let your ideas be heard! Be a part of the process to shape the park. Questions about the process? Call Jeff Betz at (425) 640-3101.
- **Earth Day Community Cleanup:** April 25 from 9 a.m. to 12 p.m. community volunteers will gather at Ballinger Park for an Earth Day Community Cleanup. Volunteers are encouraged to register groups with Parks and Property Management Superintendent Ken Courtmanch at (425) 776-1811. Please bring small hand tools and your own work gloves.
- **ADA Path at Ballinger Clubhouse:** The clubhouse ADA ramp and pathway were completed last week. Pressure washing and painting has been completed in the west parking lot. The improvements include adding a couple of new ADA marked spots as well as refreshing all of the lines on the west side of the parking lot with a pedestrian cross walk area. The east parking lot will be painted following the staging for the Lakeview Trail at the end of this year.
- **Forest Crest Fencing:** The southern fence line at Forest Crest Playfields has been repaired. That section of fencing was over 30-years old and showing signs of wear.
- **Eagle Scout:** Ryan Trueb has installed an overhead glider as part of his Eagle Scout Project at Firefighters Park. He has completed the process by installing the moving parts as well as the park grant funding sign.
- **Girl Scout Troop 43752:** The girl scouts have chosen to install benches and the Matt Hirvela commemorative plaque at Bicentennial Park this spring as part of a community service project.

- **Quarterly Dance and Fitness:** Spring session begins March 30 and May 4. We are particularly excited to be offering lunchtime Zumba at the Ballinger Lake Clubhouse Mondays and Wednesdays at 10:30 a.m. Don't miss this opportunity to have a workout party with Vidette in one of our most beautiful facilities. We also offer zumba kids classes on Saturday mornings at the pavilion.
- **Couch to 5K:** Everyone loves Tour de Terrace and this year the pavilion fitness department is supporting Cedar Way Elementary Parent Teacher Organization and Tour de Terrace in their annual 5K fun run fundraiser. Our Couch to 5K begins May 4 and runs Mondays and Wednesdays 7:30-8:30 p.m. at the pavilion to get you prepared for the Tour De Terrace run on Saturday, July 25. For more information, contact Chloe Davenport (425) 640-3107 or cdavenport@ci.mlt.wa.us.
- **Summer Dance and Fitness:** Classes and camps are open for registration. Seven weeks of summer programs start July 6. We are offering dance camps for ages 3-18 and weekly dance and fitness classes for all ages. Styles of dance and fitness include Ballet, Tap, Jazz, Modern Dance, Hip Hop, Irish Step, Hawaiian Hula, Couch to 5K, Boot Camp, Yoga, Zumba, and Fit 4 Baby. Check out all the details at www.crazedigital.org or visit our website www.mltrec.com and click on the link.
- **The Mountlake Terrace Dance Academy:** The academy will be producing its version of "The Secret Garden" for this year's spring recital. Look for ticket sales in May for our two June 13 performances at the Mountlake Terrace High School Theater. For more information, contact Chloe Davenport (425) 640-3107 or cdavenport@ci.mlt.wa.us.
- **The 'Espresso Splash espresso stand:** The espresso stand at the Recreation Pavilion has sold 560 cookies so far this March. That is about two dozen cookies per day! Stop by for our weekly espresso special which is a 16oz caramel macchiato 3/20-4/5 and a fresh baked cookie!
- **Sound Transit:** ST will be dropping off an informational kiosk for the Recreation Pavilion lobby on April 6. The kiosk will offer visitors information on the Link Light Rail Extension Project.
- **Eagle Candidate Dakota Damiano:** Dakota has an interest in completing an Eagle Project at the Matt Hirvela/Bicentennial Park. Dakota's project entails continuing the pathway created during the sidewalk project and gazebo installation at the park. Dakota has drawn up plans to extend the pathway to the north along the west edge of the park and has received approval from the Mount Baker Council of the Boy Scouts of America. Dakota will be scheduling his project for May.

POLICE DEPARTMENT UPDATES

(March 18, 2015 to March 24, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	20	12	10
Week	3	3	0

Patrol Statistics	Week	Year to date
Police Reports	61	800
Arrests / Misd. / Felony	17	223
Traffic Infractions	93	1050
Verbal Warnings	58	869
Traffic Collisions	2	70
DUI's	1	9
FIR'S	8	230

Burglaries	Commercial	Residential
3700 214 th St SW		X
22500 52 nd Ave West		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	7	3	69	52

Vehicle Thefts/Recoveries/Prowls

- 6000 St Albion Way Vehicle Theft
- 6300 St. Albion Way Stolen Vehicle Recovery
- 5000 212th St SW Theft from Vehicle
- 21900 64th Ave W Theft From Vehicle

Significant Incidents:

- No significant incidents this week.

Detective Unit Update:

- Follow-up to a 2013 burglary case: Detectives submitted prints from the burglary over a year ago and just received a lab report naming a well know local offender as the suspect in the case. Charges will be filed on the case.
- The Mountlake Terrace Police Detectives served a warrant on a vehicle that was seized by a patrol officer. The warrant search revealed a sizeable quantity of heroin, pharmaceuticals and cash.

Other items of interest:

- Nothing of interest this week.

Code Enforcement Property of the Week:

On 10/14/14, Code Enforcement received a complaint of a property having multiple code violations in the 23000 block of 63rd Avenue W. Code Enforcement performed an inspection

and observed several items of miscellaneous junk and debris piled up along the fence next to the house as well as miscellaneous junk and debris in the back yard of the property and visible from the neighboring properties. Some of the items included furniture, tires, electronics, etc. These are violations of MTMC 8.15.040H-all broken or discarded household furniture in the front, side, or back yard of a property and MTMC 8.15.040I-accumulations of broken or neglected items, litter, salvage materials, and junk not in an approved enclosed structure, in the front, back or side yards of the property. A code violations case was initiated and notice sent to both the property owner and property residents.

Code Enforcement attempted to contact the property owner and resident several times over the course of several months with very little success. When Code Enforcement was finally able to make contact with the resident, very little improvement to the property was made. Code Enforcement was left with no other option than to issue civil citations to the resident. On 1/27/15, the civil citations were issued and posted on the property. On 2/26/15, the property resident made contact with Code Enforcement and advised she was going to be cleaning up the property and that significant improvements will be made within the following couple of weeks. On 3/10/15, Code Enforcement performed a follow up inspection and observed that all the visible debris and junk had been removed from the property.



NEWS RELEASES

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

- Edmonds and MLT Summer Craze Available
- Recreation Pavilion Spring Break Pool Schedule
- Swim Lesson Registration at Mountlake Terrace
- Celebrate Earth Day at Ballinger Park April 25
- Ballinger Park Master Plan Community Meeting April 14

MARK YOUR CALENDARS

- April 11, 9:00 a.m.-12 p.m., April Pools Day, Recreation Pavilion
- April 25, 9:00 a.m.-12 p.m., Earth Day Volunteer Cleanup, Ballinger Park
- June 23-26 – AWC 2015 Annual Conference: Engaging Future City Leaders, Wenatchee
- September 23, 7th Annual Evergreen Award Program, Ballinger Clubhouse
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
 - April 16 – Location TBD

- May 21 – Location TBD
- July 16 – Location TBD
- August 20 – Location TBD
- September 17 – Location TBD
- October 15 – Location TBD
- November 19 – Location TBD

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace