

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 7, 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 special work/study session is scheduled for Thursday, August 13, 2015 beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: 1) Transportation Zoning Code Update (Phase 1), 2) Review of Amendment to Waste Management Contract, 3) Discuss Electronic Home Monitoring Program, 4) Review of Mid-Year Staff Activity Report, 5) Website Redesign Update, and 6) Follow-up on Draft 2015-2017 City Council Goals.

The City Council's next regular meeting is scheduled for Monday, August 17, 2015 beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: 1) Approval of 2015-2016 Interlocal Agreement for Snohomish Regional Drug and Gang Task Force, 2) Adoption of 2015-2017 City Council Goals (Tentative), and 3) Website Redesign Update (Tentative).

## COMMUNITY MEETINGS AND EVENTS

- **National Night Out:** Evergreen Playfield filled with the spirit of community on Tuesday night as a crowd estimated at over 1,000 guests gathered with neighbors, city officials, and partnering agencies at the award-winning National Night Out event in Mountlake Terrace. Mountlake Terrace City Manager Arlene Fisher welcomed the crowd and encouraged attendees to meet their neighbors as well as City Council, Police, and city employees. She also presented a plaque to Jeff Roe, President and CEO of Premera Blue Cross and the main sponsor of the event. This was the nineteenth year that Premera has sponsored the Mountlake Terrace National Night Out.

Mountlake Terrace's National Night Out featured over forty booths with safety and resource information, exploration of public safety vehicles, bouncy houses and bubble rides. "Craig Martin," a popular magician, performed as guests enjoyed free hot dogs, chips, popcorn, cotton candy, and strawberry shortcake. Everyone got into the act as the Mountlake Terrace Recreation and Parks Dance program put on "Zumba" and "Irish Step Dance" demonstrations. A State Patrol K-9 team showed how a drug-sniffing dog works in exchange for a reward. Local girl scouts painted faces throughout the evening and Caricature Artist Steve Hartley drew a steady crowd with a never-ending line for the full three hours of the event. Partnering agencies included Snohomish County Fire District 1, Sno-Isle Library District, MLT Senior Center, MLT Business Association, SNOCOM, Volunteers of America, FBI, Washington State Patrol, Domestic Violence Services of Snohomish County, and many more.

- **Ballinger Master Plan Open House:** Over 50 interested citizens attended the Ballinger Park Master Plan meeting held July 14 to view the preferred plan for the park. City Council reviewed the plan at its July 30 meeting. Council will review the plan at its September 3 meeting with final approval tentatively scheduled for September 8.
- **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 228<sup>th</sup> Street SW on Wednesday, August 12, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

### COMMUNITY RELATIONS

- **City Social Media Sites:** In addition to Facebook, Twitter and YouTube, the city now has an Instagram account. You can find us [@cityofmlt](#) and there's a convenient link from the homepage of our website, [www.cityofmlt.com](http://www.cityofmlt.com). Instagram is a great way to show off our community through photo sharing. Follow us!
- **Tree Lighting Ceremony:** Vineyard Park/CarePartners is donating \$1,000 to sponsor this year's Tree Lighting Ceremony scheduled for Friday, December 4. This celebration begins at 6:30 p.m. and includes music, refreshments, and a visit from Santa Claus. Volunteers serve cocoa and cookies while children carol. The "tree" which can be seen from miles around, is a frame constructed with lights and sits atop the city's water tower.

### COMMUNITY AND ECONOMIC DEVELOPMENT

- **Gateway Project Review:** Staff has reviewed the submitted application for the Gateway TOD Binding Site Plan to determine if all elements required for a complete application have been included with the application. Considering the scope and complexity of the project, Mr. Cox and his team did an excellent job preparing plans and details for the project. There were a few items that were identified as being needed to both complete the application and to facilitate its review. Accordingly, notice of needed additional items was sent to the applicant on August 5, 2015. Most required items were fairly minor, such as provision of existing easement documents, while a few items will be important to finalizing the layout of the site, such as the corollary application to amend the Gateway Place Binding Site Plan. There is nonetheless enough information for staff to commence internal review of the proposal while the applicant completes final document submittals. This will help keep the project on track in terms of the developer's planned construction schedule.
- **Brighton School project construction update:** A temporary certificate of occupancy has been issued for the Brighton School project. All health safety issues have been addressed with the project including the installation of the four-way stop signs at the intersection of 220<sup>th</sup> Street SW and 58<sup>th</sup> Avenue and all interior installations such as fire alarms, HVAC essential fixtures and general finish work. Items yet to be completed include such things as exterior landscaping and screening of rooftop HVAC systems, etc.

- **Terrace at Park West Commences Site Work:** After more than two years of working through ownership changes, plan changes and site constraint issues, the Terrace at Park West project located at 21303 48<sup>th</sup> Avenue W. is finally commencing site work. The project is a 27-unit townhome development located behind the Axis Condominiums. A final decision on the Site Development Plan was approved on July 2, 2015. A clearing and grading permit was issued on Thursday, August 6, 2015. There are a few conditions of approval that have to be met before actual building permits can be issued but the conditions are minor and staff expects to be issuing full construction permits shortly. The approved clearing and grading permit will allow the developer to take care of the major site work during the dry season and keep the project on schedule. Once the foundations are in place, the applicant intends to subdivide the property through the fee simple unit lot subdivision process.

## **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. During the week of August 10, the contractor will be working on the storm and illumination systems and concrete curb, gutter, and sidewalk within the right-of-way. A retaining wall will be constructed along the north side of 236th Street SW west of I-5. The free right turn from westbound 236th Street SW to northbound 65th Place W is closed. Drivers need to proceed to the intersection and then make a right turn. Expect lane closures but no detours on 228th Street SW/Lakeview Drive/236th Street SW from the Interurban Trail to I-5. On-street parking restrictions are in place for Monday – Thursday. Normal work hours are 7 a.m. to 6 p.m., Monday – Thursday. Expect delays. Use of alternate routes is recommended.
- **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 2015. In July 2015, the State Legislature allocated a grant of \$1.3 million for the revitalization of the city’s Main Street.
- **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. Some utility repair work remains, which may require lane closures, 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 215<sup>th</sup>/216<sup>th</sup> Streets between 61<sup>st</sup> and 66<sup>th</sup> Avenues, 56<sup>th</sup> Ave W between 216<sup>th</sup> and 220<sup>th</sup> Streets, 218<sup>th</sup> and 219<sup>th</sup> Streets west of 58<sup>th</sup> Ave W, and in 54<sup>th</sup> Ave W and 216<sup>th</sup> Street SW from 214<sup>th</sup> Street to 56<sup>th</sup> Ave W. During the week of August 10, work is continuing in the area of 56<sup>th</sup> Avenue W and 58<sup>th</sup> Avenue W north of 220<sup>th</sup> Street SW. Expect lane closures but no detours during daytime work hours. The contractor will also be moving to the intersection of 66<sup>th</sup> Ave W and 216<sup>th</sup> Street SW. On-street parking restrictions will be in place along 216<sup>th</sup> and 215<sup>th</sup> Streets. Normal work hours are 7:00 a.m. to 5:00 p.m., Monday - Friday. 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 236<sup>th</sup> Street SW between 48<sup>th</sup> and 56<sup>th</sup> Avenues W. There are currently only two curb ramps along this section of 236<sup>th</sup>. The sidewalk ramps will be constructed in accordance with the Americans with Disabilities Act (ADA) requirements. The contractor has received substantial completion and will be finishing some punch list items during the next few weeks to close out the project.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds has begun construction of an extension of 228<sup>th</sup> Street SW from 76<sup>th</sup> Avenue W to SR99. This project will include new traffic signals at SR99/228<sup>th</sup> and at 76<sup>th</sup>/228<sup>th</sup>, and will also include reconstructing 228<sup>th</sup> Street/Lakeview Drive from 73<sup>rd</sup> Place W to the Ballinger Playfields. Work will begin in the City of Mountlake Terrace portions of the project the week of August 17.

## **FINANCE**

- **Distinguished Budget Presentation Award:** The Government Finance Officers Association (GFOA) awarded the City of Mountlake Terrace its Distinguished Budget Presentation Award for the preparation of the 2015/2016 Biennial Budget. The city's Biennial Budget was rated "Outstanding" as a policy document. This is the 13<sup>th</sup> Distinguished Budget Presentation Award the city has received.

## **RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES**

- **Ballinger Park Master Plan:** The Berger Partnership presented the Preferred Ballinger Park Master Plan at the City Council Work Session on Thursday, July 30. This preferred plan highlights potential environmental and recreational changes to the park to take place in the future. Berger Partnership will be presenting the final plan to the Recreation, Parks Advisory Commission on Tuesday, August 11 and to the Planning Commission on Monday, August 24.
- **National Night Out:** Recreation and Parks staff prepared for Tuesday, August 4 event by weed eating and trimming up in general around the site. Staff also assisted with equipment setup and take down. Staff will spend the coming days returning the fields to playable conditions. More work will need to be done to the grass turf from the consecutive special events to ready for soccer season and continued softball.

- **Taste of Edmonds:** Some of the dancers from the Academy will dance on the children's stage at the Taste of Edmonds this year. Saturday, August 15 at 4 p.m. MLT Dance Academy is invited to fill the stage for 45 minutes. This is an excellent opportunity for the dedicated dancers of the program to get more experience performing in a different environment and for a different audience while exposing a diverse audience to our dance programs.
- **Grant Funded Goals:** New soccer goals were installed at Ballinger Playfield this past week. These goals were funded in partnership with the Northwest Nationals and through Snohomish County's Small Capital Project Partnership Grant. Two sets of goals, both full sized and smaller modified sizes were installed for the fall soccer season.
- **Fall 2015 Registration for Preschool and Kindergarten Readiness Classes, Junior Kids Krew (Ages 3-5) and Kids Krew (Kindergarten through 6<sup>th</sup> grade) has begun!** Registration will be ongoing until full. Sign up now as they fill quickly. These programs are certified by the Department of Early Learning and accept DSHS subsidies for qualified applicants. Contact the Recreation Pavilion about class options, sites and fees.
- **Fall Sports:** Registration for fall adult leagues has begun. Registration is underway for basketball, softball and volleyball. Recreational and competitive options are available. Contact Kevin Witte at 425-640-3105 or [kwitte@ci.mlt.wa.us](mailto:kwitte@ci.mlt.wa.us), to register or for more information.
- **Fall Craze Magazine:** The Fall 2015 Craze magazine is here! Check your mailbox to find all of our exciting fall programs and schedules or pick up a copy at the Recreation Pavilion. The Craze can also be viewed at [www.crazedigital.org](http://www.crazedigital.org).
- **NEW Program:** Sportball Multi-Sport skills development programs introduce children to the concepts and skills involved in the eight core sports of the Sportball methodology: hockey, soccer, tennis, baseball, basketball, volleyball, golf and football. This program is designed to teach kids the basics of sports in a fun and friendly environment. Classes begin September 20. For more information, call 425-776-9173 x0.
- **Racquetball Tournament:** Join this one-day racquetball tournament and compete against other players in the area. This fun tournament will allow you to test your skills! The tournament will be held September 26. The registration deadline is September 23. Call 425-776-9173 x0 for more information.
- **Kidz Love Soccer:** "Kidz Love Soccer" is an acclaimed soccer program that lets kids of all ages have fun and learn important skills at the same time. This program emphasizes sportsmanship, effort, learning and most of all fun! Fall Session begins on September 13. For more information, or to register, call 425-776-9173 x 0.
- **August Espresso Specials:** The espresso stand at the Recreation Pavilion will be having some great weekly specials during the month of July. Get \$.50 off a 16oz! 8/9-8/15 Triple Berry Italian Soda, 8/16-8/22 Coconut Sunset, 8/23-8/29 Jungle java, 8/30-9/5 White chocolate mocha.

- **Mountlake Terrace Recreation Golden Teddy Finalist** - The City was honored with a Golden Teddy Finalist Award from ParentMap Magazine in the categories “Water Playparks & Pools”, “Best Camps & Classes” as well as “Activities for Kids”. See the link: <https://www.parentmap.com/article/golden-teddy-2015-camps-classes?page=8>

**POLICE DEPARTMENT UPDATES**

*(July 29, 2015 to August 4, 2015)*

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	56	36	23
Week	1	2	0

Patrol Statistics	Week	Year to date
Police Reports	58	1889
Arrests / Misd. / Felony	20	527
Traffic Infractions	60	2474
Verbal Warnings	40	1915
Traffic Collisions	6	181
DUI's	1	19
FIR'S	9	491

Burglaries	Commercial	Residential
***None		

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	9	5	201	139

***Vehicle Thefts/Recoveries/Prowls***

- 21300 60<sup>th</sup> Ave. W. Theft from Vehicle
- \*\*\*No Stolen Vehicles reported
- \*\*\*No Stolen Vehicles recovered

***Significant Incidents:***

- \*\*\*\*\*NONE

***Detective Unit Update:***

- Detectives were following up on a burglary case, when they found some of the stolen property being advertized on Craigslist. They arranged a buy appointment and met the sellers at a residence in Mountlake Terrace. Detectives recovered two motorized go-carts from the suspects. Investigation is ongoing.

***Other items of interest:***

- National Night Out was held at Evergreen Playfield August 4. National Night Out is made possible by supporter's generous donations, the Mountlake Terrace NNO Committee and the work of many volunteers. By all accounts and from the many who attended the Mountlake Terrace National Night Out, the event was a huge success.

***Code Enforcement Property of the Week:***

On 6/9/2015, Code Enforcement received a complaint regarding a property located near the 3800 block 224<sup>th</sup> Pl SW involving junk vehicles, tall vegetation and discarded furniture and debris in the front yard. Once Code Enforcement arrived, they observed two junk vehicles with expired licenses, tall vegetation and miscellaneous debris and furniture on the east side of the property. A Notice of Violation was issued for the following nuisance violations; 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, 8.15.040.I - Debris and trash accumulations of broken or neglected items, litter, salvage materials, and junk not in an approved enclosed structure, and 8.15.040.H.1 - All broken or discarded household furniture, furnishings, or equipment, or any appliances not in an approved enclosed structure. In response to the City notice, the property owner came into the Police Department and spoke with Code Enforcement. The owner agreed to bring the property into compliance with City nuisance codes. As a result, on 7/28/2015 Code Enforcement inspected the property and noted the tall vegetation had been cut back, and junk vehicles, debris and household items were removed.



**NEWS RELEASES**

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

- Edmonds and MLT Fall Craze Available
- Join the Conversation Coffee with the City, August 12

- Next “Launch Lab” for Entrepreneurs August 12
- 37<sup>th</sup> Arts of the Terrace Juried Art Show
- 2015 Arts of the Terrace Call to Artists Deadline August 30
- MLT Seeking Tree Lighting Sponsors
- Statistics Continue to Show Low Crime Rate
- MLT National Night Out A Magical Evening for Community
- Mountlake Terrace Budget Rates “Outstanding”

**MARK YOUR CALENDARS**

- August 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 12, 9:00 a.m.-12, Fall Clean Up, Ballinger Park
- September 25, 7:00-9:00 p.m., Award Reception for Artists, Library
- September 26-October 10, 37<sup>th</sup> Annual Arts of the Terrace, Library
- October 7, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 4, 6:30 p.m., Tree Lighting, Evergreen Playfield Complex
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
  - 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