

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

October 9, 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 **Wednesday, October 14, 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) Introduction of Town Center Design Standards, (2) Review of Code Enforcement Chapter Revisions, (3) Review of Financial Policies (Tentative), and (4) Review of Six Year Financial Forecast (Tentative).

The Thursday, October 15, 2015 Work/Study Session is canceled due to the Snohomish County Cities Meeting.

The City Council's next regular meeting is scheduled for **Monday, October 19, 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) Presentation by Edmonds School District Superintendent Nick Brossoit, (2) Hazard Mitigation Plan Update Presentation by Preparedness and Mitigation Program Manager of Snohomish County Department of Emergency Management, (3) Approval of Snohomish County Firearms Training Facility Use Contract (4) Update on Lakeview Trail Project and Main Street Phasing, (5) Approval of Decant Facility Use Agreement, and (6) Approval of Snohomish County Department of Emergency Management Interlocal Agreement.

COMMUNITY MEETINGS AND EVENTS

- **Arts of the Terrace Juried Art Show:** The 37th Annual Arts of the Terrace Juried Art Show continues through Sunday, October 11, 2015 at the Mountlake Terrace Library, 23300 58th Avenue West. Sponsored by the Mountlake Terrace Arts Advisory Commission and the Friends of the Arts, "Arts of the Terrace" is one of the major juried art shows held in the Pacific Northwest and attracts top artists from throughout the region.
- **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, November 4, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.
- **Lakeview Trail Grand Opening Ribbon Cutting Event:** The City will celebrate the completion of the Lakeview Trail with a Grand Opening and Ribbon Cutting Event on

Saturday, October 17 at 11:00 a.m. at the Ballinger Park entry on the trail. Lacey Harper, Deputy Director of External Affairs will be there to represent the Governor. As a U. S. Congressman, Jay Inslee helped secure federal funding for the Lakeview Trail.

ADMINISTRATIVE SERVICES

- **EMMA Reporting Requirements Were Met:** EMMA, or the Electronic Municipal Market Access website, is an online platform dedicated to bringing greater transparency to the municipal bond market. The Municipal Securities Rulemaking Board (MSRB), the primary regulator of the municipal market, operates the EMMA website in support of its mission to protect investors, state and local governments, and the public interest. The website provides information on more than 70 million municipal bond trades.

For most offerings of municipal securities, state and local governments must comply with certain disclosure requirements and provide that information to the MSRB. The required continuing disclosures are set forth in the Continuing Disclosure Undertaking Section of the City of Mountlake Terrace's Official Statement for its 2010, 2012 and 2014 Water and Sewer Bonds.

The due date for reporting information for the year ended December 31, 2014 was September 30, 2015 and the City met that reporting deadline. The Audited Comprehensive Annual Financial Report (CAFR) as well as the Annual Update of Financial Operating Data have been filed on the EMMA Website.

COMMUNITY RELATIONS

- **City Happenings Newsletter:** The October issue of the City Happenings Newsletter was mailed September 30 to Mountlake Terrace residents and businesses. Features in this issue include the Gateway Development, Emergency Preparedness, Lakeview Trail, Arts of the Terrace, and the Annual Tree Lighting Ceremony.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Promenade Living at Town Center:** Approval was granted for a mixed-use development at 23713 56th Avenue W., which lies just two lots south of the Arbor Village site. The project consists of 48 residential units, 4,424 square feet of commercial space on the ground floor, and an enclosed parking garage. Building permits have not yet been applied for but staff expects them to be submitted very soon.
- **Renovation of Mallory Building:** Application has been submitted for site plan approval to renovate the existing Mallory Building at 24113 56th Ave. W. The building has been vacant for an extended period of time, meaning that it cannot be reoccupied until it is fully brought up to all City standards. The applicant, Duane Landsverk, purchased the site to be used for his office space needs and waited on submitting application to renovate the site until the recently adopted code amendments pertaining to Town Center were adopted. Specifically, he needed the benefit that the newly adopted angle-in parking provisions would provide because the building currently does not meet maximum setback requirements from the curb. The angle-in parking standards will resolve that by moving the curb closer to the building rather than requiring that the building be moved closer to the curb. The new standards will also

address an on-site parking deficiency because the angle in parking spaces (which partially extend onto Mr. Landsverk's property) may be counted toward his on-site parking requirements.

- **PSRC High Capacity Transit (HCT) Workshop:** The City's Director of Economic Development was invited to make a presentation at Puget Sound Regional Council's HCT Workshop on Wednesday, September 23 in Redmond. The focus of the workshop was to share what communities along existing or planned light rail corridors were doing to encourage Transit Oriented Development (TOD). Although the City of Mountlake Terrace was in the "cool market" category, the City's presentation highlighted a clear warming trend in development activities in both the Town Center and the Gateway site. Development examples included Arbor Village, Vineyard Park, Mountlake Senior Living, Promenade at Town Center, renovation of the Mallory Building, two Townhome Developments, and of course the Gateway TOD site. Credited for this development trend were the many investments the City has made to pave the way for investment in these areas including visionary planning, area-wide environmental review, infrastructure improvements such as the regional stormwater facility in the Town Center and planned improvements along Main Street. The presentation also focused on an effective working relationship with Sound Transit to coordinate light rail station development with planned public and private improvements in the area. That in fact was the take-way message from most presentations at the workshop – to get involved early in the planning process for light rail and to promote a positive vision for how light rail can support local TOD development efforts and reflect local values.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** During the week of October 12, the contractor will be working on the illumination systems, concrete curb, gutter, and sidewalk within the right-of-way and paving the trail. 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 percent plans, specifications, and estimate. Universal Field Services is currently working on right-of-way activities. The city has received confirmation from WSDOT, PSRC, and the Department of Commerce that phasing of the project is acceptable and design and right-of-way acquisition will be completed with 236th as Phase 1 and 56th as Phase 2. Design is anticipated to be complete in 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. 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 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. During the week of October 12, work will continue on 216th Street SW. The contractor will start on the west side of 66th and work eastward. Expect delays. At times there will be a uniformed officer directing traffic at the 216th/66th intersection while the traffic signal is in red flash mode. Use of alternate routes is recommended. On-street parking will be restricted during construction. Expect to be towed if you are parked in a No Parking zone. Normal work hours are 7:00 a.m. to 5:00 p.m., Monday - Friday. This project is expected to be completed in early fall.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds continues the 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 fall. Edmonds' contractor will continue grinding the 228th/Lakeview Drive roadway to a depth of 10" before reconstructing the roadway. This work will continue for the next several weeks as paving is weather permitting. Expect lane closures on 228th Street SW/Lakeview Drive in this area. Typical work hours will be Monday through Friday from 7 a.m. to 5 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.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Hazard Tree Removal:** Park Services will be working with a contractor to remove hazard trees at Matt Hirvela/Bicentennial Park beginning on October 26. The trees in question are dead or dying and need to be removed for the safety of park patrons. The park will be closed during the process.
- **AmeriCorps:** Park Services was contacted by AmeriCorps Green Team Advisor Acacia Johnson from Edmonds Community College. AmeriCorps has an interest in working with the city parks and storm departments for ongoing restoration projects along the Hall Creek corridor. Parks and storm department representatives will meet with Acacia on site to discuss possibilities.
- **37th Annual Arts of the Terrace:** The Arts of the Terrace is still open to the public and free. The final date to view the art show is October 11 at the Mountlake Terrace Library.
- **Help Wanted in Recreation!:** Recreation positions that are currently available include Lifeguard (part time), Swim Instructor (part time), Before or After School Assistant,

Preschool Assistant (part time), Children's Dance Instructor (part time) and Zumba Instructor. The positions are posted on the city's website at <http://www.cityofmlt.com/cityServices/humanResources/currentJobs.htm>

- **Espresso Special:** 10/10-10/16 – Vanilla Latte! Enjoy this popular drink all week for a great price! \$.50 off a 16oz all week!
- **Mountlake Terrace Dance Academy:** The school year is underway with solid Ballet, Hip Hop, Irish Step and Tap programs. We are still taking registration. It's not too late to join us. We'll have our first stage performance on December 12 at the MLT HS Theater. Times will be announced in early November. We are currently seeking a charismatic jazz and musical theater instructor to add to our team of teachers.
- **Costume Carnival:** October 24 from 5:00 to 9:00 p.m. MLT Dance Academy and Kontagious Dance Company. are hosting the 9th annual Costume Carnival at the Terrace Park Elementary School gym. Admission is \$5 per person or \$10 per family up to 4 people. This event raises scholarship funds for motivated kids who need financial support to follow their passion for dance. Everyone is invited to attend this fun filled event with carnival games for all ages and great dance and musical performances. Dress up and bring your friends!
- **Yoga and Dance for kids:** We offer energetic quarterly classes to toddlers and preschoolers. Parent/Toddler dance is for parents with kids 18 months to 3 years old, Family Yoga for ages 2-7 with their favorite adult, Creative Dance and Creative Pre-Ballet for preschoolers and half day Kindergartners.
- **Weekday Swimming Lessons:** Registration is underway for the second session of fall. Swimming lessons for Monday/Wednesday will begin Monday, October 12 and Tuesday/Thursday will begin Tuesday, October 13. Registration will remain open through the third lesson of the series. These lessons will run for 5 weeks twice a week and will end November 11 and 12.
- **Dog First Aid:** On Saturday October 10, the Dog First Aid/CPR class will meet from 9:30 a.m.to12:00 p.m. This class is offered quarterly. Participants will learn how to administer first aid or CPR to an injured dog as well as how to approach injured dogs and stay safe. This class is taught by Dog Obedience Instructor, Caren Malgesini
- **The school year is off to a great start at the Recreation Pavilion:** All Kids Krew programs are full or almost full. Jr Kids Krew, Preschool and Kindergarten Readiness are also full and accepting families on a waitlist. Due to the popularity of both before/after school care and preschool this year, we are diligently working to expand some of our programs and open new classes, based on building space available. Stay tuned for more information!
- **Adult Sports Leagues:** Fall leagues have begun. Registration for winter leagues will begin November 16. Volleyball and basketball are available in winter. For more information, contact Kevin Witte at (425) 640-3105 or kwitte@ci.mlt.wa.us.
- **Kidz Love Soccer:** Kidz Love Soccer runs an acclaimed soccer program that lets kids have fun and learn important skills at the same time. This program emphasizes sportsmanship,

effort, learning and most of all fun for all ages! Fall Sessions are underway. New sessions begin on November 1. Call (425) 776-9173 x 0 to register or for more information.

- **Racquetball Tournament:** Players from around the area will compete in this one-day racquetball tournament. The tournament will be held Saturday, December 5. Registration is open! Deadline is Monday, November 30. For more information or to register, call (425) 776-9173x0
- **Fitness and Dance for Adults:** We are offering some great fitness opportunities. Expecting mothers can join our “Fit 4 Baby” classes and get ready for all the excitement that childbirth and new babies bring while making friends. Also don't miss our new PiYo workout, a Pilates and Yoga based workout to music. Other classes include Tai Chi, Yoga, Turbokick, Boot Camp, and Stretch & Tone. We also offer great fun and fitness with dance. Dance classes for teens and adults include East Coast Swing, Ballet, Tap, and the ever-popular Zumba!
- **Staff Training:** On Wednesday September 30, Recreation Programmer Tracie Neal attended a Director’s Forum. The topic was “Setting Staff up For Success.” Tracie left this forum with new ideas and strategies she can use when hiring, orienting, training, mentoring, coaching and evaluating staff so that they are successful! Tracie will share this information with her staff at their next staff meeting.
- **Eagle Scout Volunteer Projects**
 - Eagle Candidate Dakota Damiano is scheduled to complete 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 completing his project at the end of October.
 - Eagle candidate Mike MacKay has completed a project at the Mountlake Terrace Dog Park. Mike met with Superintendent Courtmanch and MLTD.O.G president Jim Ito and installed front steps to and a low retaining wall at the west entry of the dog park over the Labor Day weekend. The Council and Recreation Park Advisory Commission Chair, Linda Rogers recognized Mike at the October 5 Council meeting.
 - Eagle candidate Gavin Clark has met with city staff. He has an interest in completing a project over the winter. Gavin is interested in working with the MLTDOG to enhance amenities at the Mountlake Terrace Off-Leash Dog Park.

POLICE DEPARTMENT UPDATES

(September 30, 2015 to October 6, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	70	45	28
Week	1	1	1

Patrol Statistics	Week	Year to date
Police Reports	51	2375
Arrests / Misd. / Felony	6	662
Traffic Infractions	47	3108
Verbal Warnings	37	2243
Traffic Collisions	5	216
DUI's	0	24
FIR'S	16	604

Burglaries	Commercial	Residential
4806 238 th St. SW		X
21704 52 nd Ave. W.		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	8	3	251	176

Vehicle Thefts/Recoveries/Prowls

- 6017 244th St. SW Vehicle Theft
- 4806 238th St. SW Theft from Vehicle
- 22911 56th Ave. W. Theft from Vehicle
- 4704 225th Pl W. Theft from Vehicle
- 23000 55th Ave. W. Theft from Vehicle

Significant Incident:

- On 9-29-15 at 7:57 p.m., a Mountlake Terrace patrol officer attempted to conduct a traffic stop on a vehicle in the Red Dragon parking lot. The vehicle drove through the parking lot and exited onto Hwy 99. The vehicle failed to yield and accelerated away from the officer northbound on Hwy 99. The officer did not initiate a pursuit and turned off onto a side street after updating SNOCOM with the last known direction of travel. The officer did not get a good enough look at the driver to obtain an ID. Approximately ½ mile up the road the vehicle was involved in a hit and run collision in Lynnwood. The vehicle was later found unoccupied in Lynnwood and a K9 track was conducted with negative results.
- On 10-1-15 at 5:06 a.m., a Mountlake Terrace Officer located a vehicle bearing stolen plates entering NB I-5 at 220th St SW. Backing officers caught up to the initiating officer and the vehicle, which was travelling normally. The initiating officer had not attempted to stop the vehicle prior to the arrival of backing officers. A high-risk stop was initiated on I-5 momentarily blocking several lanes at 164th St SW. The vehicle occupant was detained and further investigation revealed the stolen rear license plate had been switched to the vehicle without the occupant/owners knowledge. The stolen plate was recovered

and the vehicle's original plate was reported stolen. The vehicle and the occupant were released at the scene.

- On 10-1-15 at 11:30 a.m., patrol responded to assist the aid crew at 23400 block of 52nd Ave W with a male in his 20's reporting injuries from a fall off of a skateboard. Aid eventually discovered he had actually been stabbed in the abdomen. The male subject reported he was walking through Veterans Park on his way to the bus station when he got into an altercation with a male subject who wanted to sell/buy marijuana. The suspect pulled out a knife and stabbed him in the stomach. The victim walked home where he reported it. The park was checked for witnesses and Detectives responded to the scene for follow-up.
- On 10-5-15 at 12:02 p.m., Mountlake Terrace units responded to a welfare check at 4500 block of 229th Pl. The caller stated his estranged wife left a message on his work voicemail around 2:00 a.m. asking him for help. He was unable to reach her by phone and asked for us to check on her. We received no answer at the door, and were unable to gain access to the house. The caller showed up with a key a short time later and we made entry into the residence. The female was found deceased in her bed. She appeared to have died of natural causes or from a medical issue.
- On 10-6-15 at 2:25 p.m., patrol responded to assist the aid crew at the Markland Woods Condos with a female in her 20's reporting stab wounds to her arms. Witnesses observed her screaming for help and observed her boyfriend drive off in his car. She was transported to Harborview. A sweep of the apartment was performed and no other victims were located. An attempt to locate on the vehicle and suspect was broadcast. The scene was secured by patrol and detectives responded for further investigation.

Detective Unit Update:

- No detective update.

Other items of interest:

- No other items of interest.

Code Enforcement Property of the Week:

- On 10/6/15, Code Enforcement observed a property located in the 5600 block of 238th Street SW having code violations. Observed in the front of the property was a vehicle appearing inoperable and unused. The vehicle had a flat tire and appeared as if it was being used as storage as it was full of miscellaneous items. 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 a Notice of Violation was sent to the property owner. Code Enforcement will perform a follow up inspection on 10/20/15.



NEWS RELEASES

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

- Street Sweeping Helps Keep Storm Drains Clear
- Lodging Tax Grants Available
- MLT and Snohomish County Fire District 1 Annual Report
- Police Search for Domestic Violence Suspect
- Council Recognizes Eagle Scout Mike MacKay
- Police Ask For Help Locating Stabbing Suspect
- Lakeview Trail Grand Opening & Ribbon Cutting

MARK YOUR CALENDARS

- September 26-October 11, 37th Annual Arts of the Terrace, Library
- October 17, 11:00 a.m., Lakeview Trail Grand Opening, Trail
- 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*)
 - October 15 – Nile, 5:30 p.m.
 - November 19 – Location TBD

Sincerely,

SCOTT HUGILL
Interim City Manager
City of Mountlake Terrace