

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

October 16, 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 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 Sheriff's Gun Range Facility License Agreement, (4) Update on Lakeview Trail Project and Main Street Phasing, (5) Approval of Decant Facility Use Agreement, and (6) Approval of Interlocal Agreement for Emergency Management Services with Snohomish County Department of Emergency Management (DEM).

The City Council will hold a special meeting on **Monday, October 26, 2015 at 5:45 p.m.** in the Shoreline City Hall, 17500 Midvale Avenue N, Shoreline, for the purpose of **Meeting with Shoreline City Council to Discuss Joint Projects.**

The City Council's next work/study session is scheduled for **Thursday, October 29, 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: Review of Draft Recreation, Parks and Open Space Master Plan.

COMMUNITY MEETINGS AND EVENTS

- **Lakeview Trail Grand Opening Ribbon Cutting Event:** The City will celebrate the "near" 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 Governor Jay Inslee. As a U.S. Congressman, Jay Inslee helped secure federal dollars that provided a majority of the funding for the Lakeview Trail project. The event will take place on the trail just south of the main entrance to Ballinger Clubhouse, 23000 Lakeview Drive.
- **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.

AMINISTRATIVE 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 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 Avenue 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:** 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 October 19th, the contractor will be working on the illumination systems, landscaping, and fencing. The free right turn from westbound 236th Street SW to northbound 65th Place W is closed as a new signal is being constructed at the intersection. 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 am to 6 pm, 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. The City is phasing the project 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.
- **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 Avenue W between 216th and 220th Streets, 218th and 219th Streets west of 58th Avenue W, and in 54th Avenue W and 216th Street SW from 214th Street to 56th Avenue W. During the week of October 19, work will continue on 216th

Street SW with tie-ins and service connections. 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 am to 5:00 pm, Monday-Friday. This project is expected to be completed this fall.

- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds has begun 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. The base lift of asphalt has been installed and the final overlay was to be completed the week of October 12, weather permitting. Expect lane closures on 228th Street SW/Lakeview Drive in this area. Typical work hours will be Monday-Friday from 7am to 5pm. 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

- **Swimming Lessons:** The second weekday session of swimming lessons are now underway. Registration will remain open until the third lesson for those who are considering getting into swimming lessons. The weekend swimming lesson preregistration will take place the weekend of October 23, 24 and 25 with Mountlake Terrace registration on October 26 and Online and Open registration on October 27. The lesson schedule for this session will be available online and in the lobby of the pavilion by noon on Wednesday, October 21. These lessons will begin October 30, 31 and November 1.
- **Flu Shots at the Pavilion:** The Seattle Visiting Nurse Association (SVNA) and the City of Mountlake Terrace are partnering to offer "FREE" flu shots for uninsured residents. The shots will be available on Wednesday, October 28 from 4:30 to 7:00 p.m. at the Mountlake Terrace Recreation Pavilion Lobby, 5303 228th Street SW. Funding to support these "no-cost" flu shot clinics is provided by the Verdant Health Commission program of Public Hospital District No. 2.
- **Thanksgiving Weekend Swim Schedule:** The pool and facility schedule for November 25-29 is currently online and available in the lobby of the pavilion. The Recreation Pavilion will be closed on Thanksgiving November 26 and will be running on a modified schedule the rest of the weekend. There will be no swimming lessons scheduled during this time. The schedule can be found on the Recreation webpage: www.cityofmlt.com/cityServices/recreation/indoorPool/swimSchedule.htm.
- **V.O.I.C.E. Program:** For the past few years, the Recreation and Parks department has partnered with the Edmonds School District's V.O.I.C.E. program. This program is designed for students in the Lifeskills Program who are 18-21 years of age and provides comprehensive instruction and vocational experiences to prepare students for adult life. This semester we have two students, Cedric Beardsley and Cameron Newman who come to the Pavilion twice a week to work.

- **Espresso Special:** The Recreation Pavilion's espresso stand is offering a great special next week. 10/18-10/24, come by and get \$.50 off a 16oz Chai Tea Latte!
- **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 for a two week period.
- **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 MLT D.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. Mike was recognized at the October 5 City Council meeting by the Council and Recreation Park Advisory Commission Chair, Linda Rogers.
 - Eagle candidate Gavin Clark has met with city staff with an interest in completing a project over the winter. Gavin interested in working with the MLT D.O.G. to enhance amenities at the Mountlake Terrace Off-Leash Dog Park.
- **Help Wanted in Recreation!:** Recreation positions that are currently available include and posted on the website at www.cityofmlt.com/cityServices/humanResources/currentJobs.htm :
 - Lifeguard (part time)
 - Swim Instructor (part time)
 - Before or After School Assistant
 - Preschool Assistant (part time)
 - Children's Dance Instructor (part time)
 - Zumba Instructor
- **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) 776-9173 x 0.
- **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!
- **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 High School 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.

POLICE DEPARTMENT UPDATES

(October 7, 2015 to October 13, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	73	45	28
Week	3	0	0

Patrol Statistics	Week	Year to date
Police Reports	55	2430
Arrests / Misd. / Felony	17	679
Traffic Infractions	57	3165
Verbal Warnings	43	2286
Traffic Collisions	4	220
DUI's	1	25
FIR'S	10	614

Burglaries	Commercial	Residential
NONE REPORTED	0	0

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	4	1	255	177



Vehicle Thefts/Recoveries/Prowls

- 5500 236th Street SW Vehicle Theft
- 4500 243rd Place SW Theft from Vehicle
- 5600 239th Street SW Theft from Vehicle
- 6600 220th Street SW Theft from Vehicle
- 23100 LaPierre Drive Theft from Vehicle
- 22800 64th Place West Theft from Vehicle

Significant Incident:

- On 10/07/2015 around 0130, Mountlake Terrace Patrol Officers were dispatched to the 6400 block of 222nd Street SW for a vehicle into a house collision. No one in the home was injured. The driver of the vehicle was also uninjured. Upon investigation, the driver of the vehicle was arrested for driving while under the influence. The Mountlake Terrace Patrol Officers assisted with the boarding up the damaged area of the house.
- On 10/08/2015 at 0020, Mountlake Terrace Patrol Officers were dispatched to the Albertson’s Grocery Store Parking Lot in regards to a robbery. The adult female victim stated she had picked up the suspect in Kingston earlier that evening. While they were on their way to an unknown residence in Mountlake Terrace, they got into an argument. The suspect, who was driving the victim’s car, stopped in the Albertson’s parking lot. There they continued to argue and the male suspect struck the female several times. The suspect took \$30.00 from the center console of the victim’s vehicle. The male suspect fled the scene on foot to an unknown location. Attempts to locate the suspect were not successful.

- On 10/13/2015 at 2347, while a Mountlake Terrace Patrol Officer was on routine patrol in the Studio 6 Motel Parking Lot, a male subject who had an outstanding felony warrant was contacted standing next to a motorcycle. The suspect soon attempted to leave the area on foot. The Mountlake Terrace Patrol Officer then grabbed the suspect's coat. The suspect quickly broke away from the officer's grasp and pulled a wooden board (1inch x4 inches x 6 feet) from a roof rack of a nearby parked car. The suspect then threw the wooden board at the Mountlake Terrace Patrol Officer. The officer was not injured. That same officer gained control of the suspect and he was taken into custody without further incident. An illegal narcotic was found on the same suspect upon a search incident to arrest. The subject was booked into Snohomish County Jail.

Detective Unit Update:

- Detective Froisland attended ICAC (Internet Crimes Against Children) training, Detective Mackenzie attended First Level Supervisor training, and Detective Hoeth attending a conference on managing Registered Sex Offenders.
- Detective Mackenzie, while away at training, coordinated with Officer Hatchel and Sgt. Lowe who located and safely arrested a stabbing suspect.

Other items of interest:

- No other items of interest.

Code Enforcement Property of the Week:

- On 8/15/2015, Mountlake Terrace Code Enforcement received an MLT Anytime request regarding a junk vehicle, portable carport in disrepair, and debris accumulations located near the 21600 block of 58th Avenue West. During follow up, Mountlake Terrace Code Enforcement observed a tent carport enclosure in disrepair, debris, household items improperly stored, improper storage of a utility trailer and an inoperable junk vehicle having flat tires and expired license parked in front of the property. Mountlake Terrace Code Enforcement issued a tow notice and parking citation to the inoperable vehicle, and a notice of violation to the property tenant(s) and owner(s) in accordance with; 8.15.050.B.4-Recreational or utility vehicles stored in a front yard shall be parked on an improved surface, or on a maintained surface per MTMC 19.125.070, and 8.15.040.I - Debris and trash 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. Mountlake Terrace Code Enforcement was soon contacted by the property manager, who worked with the tenants to bring the property into compliance with City ordinances.





NEWS RELEASES

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

- Celebrate the Harvest at the Costume Carnival
- The Carrie Miller Painting Exhibit Opens November 1
- Free Flu Shots at the Recreation Pavilion

MARK YOUR CALENDARS

- 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 meeting December*)
 - October 15 – Nile, 5:30 p.m.
 - November 19 – Location TBD

Sincerely,
SCOTT HUGILL
Interim City Manager
City of Mountlake Terrace