

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

November 7, 2014

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, November 13, 2014 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 Bothell City Manager Bob Stowe, 2) Review of 2015 Property Tax, a) Review of General Operating Levy Property Tax Levy Resolution, b) Review of Emergency Medical Services Levy Resolution, c) Review of 2015 Property Tax Ordinance, and 3) Review of Prosecuting Attorney Contract.

The City Council's next regular meeting is scheduled for Monday, November 17, 2014 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 new Recreation Supervisor Kevin Witte, 2) Public Hearing on Revenue Sources Including 2015 Property Tax, a) Adoption of General Operating Levy Property Tax Levy Resolution, b) Adoption of Emergency Medical Services Levy Resolution, c) Adoption of 2015 Property Tax Ordinance, 3) Adoption of the 2015-2016 Biennial Budget Ordinance, 4) Adoption of Public Defender Case Weighting Standards Resolution, and 5) Approval of Prosecuting Attorney Contract.

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, December 10, 2014 from 6:00 to 7:00 p.m. in the Jungle Room.

CITY MANAGER'S OFFICE

- **Main Street Meeting:** United States Senator Maria Cantwell called a meeting held at City Hall on October 30 inviting regional partners and elected officials to discuss ways to seek out and complete funding for the Mountlake Terrace Main Street Revitalization Project. About 20 guests including Senator Maralyn Chase, Snohomish County Executive John Lovick, Lynnwood Mayor Nicola Smith and representation from Senator Cantwell's Office, Representative Luis Moscoso's Office, Washington State Department of Commerce, U.S. Department of Housing and Urban Development, Economic Alliance of Snohomish County, Community Transit and Sound Transit attended. The Mountlake Terrace City Council and Executive Leadership Team were also in attendance. The group plans to reconvene later next

summer to review the progress that has been made on the follow up items that were discussed. The city is very appreciative of Senator Cantwell's strong support of this project.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Natural Hazard Mitigation Plan Update:** Associate Planner, Paula Schwartz, attended the planning partner/stakeholder meeting for the Snohomish County Natural Hazard Mitigation Plan (Plan) update. Topics of discussion included (i) a description of the purpose of the Plan; (ii) the direction Snohomish County staff will be going in preparing the Plan on behalf of planning partners/stakeholders over the new few months; (iii) current action items; and (iv) individual community mitigation issues and their strategies to achieve the community's vision. Upon completion of the Plan, copies will be forwarded to all planning partners/stakeholders for review, followed by submittal of the Plan to FEMA in February 2015 for its approval. Prior to final adoption of the Plan by the County in September 2015, individual planning partners/stakeholders will be required to adopt their portion of the Plan.
- **Comments to Sound Transit on Light Rail Plans:** The City met its Friday deadline for submitting comments to Sound Transit on the 30% engineering drawings for the light rail link planned to run through Mountlake Terrace. Comment categories included (i) station design – ensuring that the station makes a bold statement architecturally, that the station and plaza incorporate materials and features that introduce riders to design elements that characterize surrounding development, and that adds to the vibrancy of Mountlake Terrace; (ii) impacts on parking – ensuring that the impacts on parking are more fully assessed and that a second parking garage be carefully considered. (Because there are currently no plans for additional parking in Sound Transit's plans, we emphasized the City's desire to further evaluate with Sound Transit the parking demand for this facility via a parking demand study for the primary and secondary trade area of the 236th Street Station); (iii) noise attenuation – the proposed methods to mitigate noise include sound panels along the rails that may be effective but unsightly and may block views of the gateway site development; (iv) structure screening of power substations; (v) retention of access to Veterans Park; (vi) incorporating a design theme into the overhead contact system; (vii) ensuring that miscellaneous operating equipment is sensitively incorporated into the site design, (viii) enhancement of retaining walls that are prominently visible, and (ix) other miscellaneous engineering comments.
- **Informational brochures to assist public are updated:** The Community and Economic Development Department has prepared and updated many handouts that explain city codes and requirements in a clear and easy to understand way. The brochures are principally intended for business owners and residents, but are also useful for seasoned contractors. Topics include allowed business signs, special event permits, fences, decks, driveways, accessory dwelling units, right-of-way use permits, and many others. Periodically, the handouts are reviewed and updated. This assures code changes are reflected and contact information is current. It also gives an opportunity to revise the text if needed to improve the clarity and readability of important city regulations.
- **CDBG Grant Application Submitted:** This week, the City applied for a Community Development Block Grant (CDBG) through the Snohomish County Office of Housing and Community Development. The grant application is for construction of sidewalks on the east side of 60th Avenue W from 225th St SW to 228th Street SW, and on the north side of 228th

Street SW from 60th Avenue W to 59th Avenue W. The proposed project would complete an ADA accessible pedestrian link from 60th Avenue W to Terrace Park School and the Recreation Pavilion. County Council approval of successful grant applications will be announced in May 2015.

- **Community meeting on proposed schools and Atworth Commons subdivision well attended:** A meeting was held Thursday, October 23, at the Mountlake Terrace Library to introduce related projects to the neighbors: a 31-lot subdivision to be known as Atworth Commons, and the reuse of a church as a private school, and a future school expansion on a second parcel for Brighton schools. The three project sites are located on 56th and 58th at approximately 217th Street SW respectively. The community meeting was a voluntary outreach effort by the applicants to share their proposals and hear neighborhood concerns. The meeting was well attended by about 20 residents. This event was not required by city code or sponsored by city staff and staff in attendance.

The applicants had display boards and handouts available and each gave a presentation. There were many questions about the scope of the project, in particular traffic and parking impacts on the neighborhoods. The CED Director Steve Osguthorpe, and City planners Paula Schwartz and Edith Duttlinger were in attendance and responded to some questions but did not comment on the merits of the proposals.

As a result of the comments and questions, staff offered to hold a separate city sponsored meeting on traffic issues on December 4. At that meeting, staff will review the project traffic and parking reports, explain city transportation requirements and answer questions. The applicants and their traffic engineers are anticipated to be in attendance. This is a city-sponsored event for public education and input.

The City Council will be making a final decision on the proposed subdivision/PUD in early 2015. The hearing examiner will make a decision on the school projects sometime later in December 2014.

ENGINEERING SERVICES UPDATES

- **Vineyard Park:** 231st Street SW is closed between the west driveway into Roger's Market and 57th Avenue W. Alternate routes are 230th Street SW and 232nd Street SW. Paving is complete but final pavement markings need to be installed and some lane closures and delays may be necessary. This work is weather dependent. There are no detours associated with this work. The franchise utility undergrounding work and site work are expected to be completed this fall.
- **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 over 80% of the construction costs. The City is currently preparing and reviewing the design plans in anticipation of advertising the project this winter.

- **Main Street Reconstruction Project:** The City is working with the design consultant (KPG) to prepare 60% design plans for review this fall. 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. Design is anticipated to be complete in early 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. Utility work will continue through the fall. Expect detours the week of November 10.
- **Lakeside Apartments Pedestrian Accessibility Improvements:** This project will construct 10 new sidewalk ramps in the existing sidewalk along the north side of the 6000 to 6300 blocks of 219th Street SW. All curb ramps will meet current Americans with Disabilities Act (ADA) Standards. Work will be done at current entrances into the Lakeside Apartment site and some lane closures and delays may be necessary. There are no detours associated with this work. This work is weather dependent and is expected to begin in November and be completed this year.
- **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. The City is currently preparing and reviewing the design plans in anticipation of advertising the project this fall.

RECREATION UPDATES

- **Therapy Pool:** Demolition is now complete on the old hot tub shell. New plumbing has been installed and the installation process will begin shortly.
- **One-Day Racquetball Tournament:** The one-day **Racquetball Tournament** is scheduled for Saturday, December 6 – register before the December 1 deadline.
- **46th Birthday for the Recreation Pavilion:** On November 24, 2014, the Pavilion will celebrate the 46th birthday of the building! Specials will be held throughout the day to celebrate.
- **Winter League Registration:** League registration begins on November 17 for Basketball and Volleyball Leagues.
- **Veterans Day Schedule:** The Recreation Pavilion will be on its normal schedule on November 11, with the exception of an added recreation swim from 2:30 to 4 p.m.

PUBLIC WORKS UPDATES

- **Tree Removal at Ballinger Park:** A contractor will be removing a large cottonwood tree at the southwest area of Ballinger Park that has become a hazard and is dropping large limbs. Work is expected to begin this week or next as the weather allows.
- **New Playground Equipment:** The City has received a shipment of playground equipment that will be installed at Evergreen Playground. The equipment is funded through a Snohomish County grant, and will be the second installation of equipment at Evergreen this year.
- **Street Sweeping:** During the month of November, the City is running two street sweepers to collect leaves and other debris before the material clogs storm drains. The City’s street sweeper is being supplemented with a rented sweeper.
- **Work on Water Valves:** During the month of December, a contractor will be checking the City’s water mains for leaks. To prepare for the project, City crews are servicing water valves all this month.

POLICE DEPARTMENT UPDATES

(October 29, 2014 – November 4, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	64	49	30
Week	2	1	0

Patrol Statistics	Week	Year to date
Police Reports	74	2990
Arrests / Misd. / Felony	21	840
Traffic Infractions	96	3766
Verbal Warnings	78	3241
Traffic Collisions	10	225
DUI’s	1	45
FIR’S	27	960

Burglaries	Commercial	Residential
23000 block of 63 rd Avenue West		X
21800 block of Hwy. 99	X	
23400 block of 56 th Avenue West		X
22700 block of Lakeview Drive		X
4300 block of 236 th Street SW		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	10	2	352	187

Vehicle Thefts/Recoveries/Prowls

- 23200 La Pierre Drive Vehicle Theft
- 5100 224th Street SW Vehicle Theft
- 6200 St. Albion Way Vehicle Theft
- 6000 244th Street SW Stolen Vehicle Recovery
- 22800 Lakeview Drive Theft from Vehicle
- 23600 56th Avenue West Theft from Vehicle (x4)

Significant Incidents:

- On 10/30/14 at 7:52 p.m., a Mountlake Terrace Patrol Officer assisted the Everett Police Department with a subject who was seen walking inside the Everett Boeing Complex with a possible firearm. Soon after the officer arrived at the scene and reporting to the command post, he was released from the scene. No shots were fired. No one was injured during the incident. The subject with the possible firearm was not located.
- On 11/01/14 at 12:29 p.m., Mountlake Terrace Patrol Officers responded to several vehicle prowl reports at the Maple Court Condos in the 23600 block of 56th Avenue West. Possible evidence was located and collected for additional examination. The case was assigned to Mountlake Terrace Police Detective Unit for follow-up.

Detective Unit Update:

- The Mountlake Terrace Police Detective Unit continues to investigate a residential burglary where a vehicle was stolen. Soon after the report was taken, the Edmonds Police Department pursued the vehicle, which ended in the arrest of one male subject. Officers were able to compare the captured suspect to the surveillance video from the residential burglary and confirmed he was responsible for the Mountlake Terrace residential burglary. After identifying the suspect, a second suspect was also identified. Charges were forwarded to the prosecutor.
- A collaborative effort between the Lynnwood and Mountlake Terrace Police Detective Units resulted in locating a juvenile female runaway who was in the company of a 43-year-old male. The male was booked for a multitude of charges, including kidnapping.
- An investigation continues in regards to an elementary school aged girl who had been chatting online with a 23-year-old male. The content of the communication appears to be very questionable. An investigation continues.

Other items of interest:

- Nothing of interest.

Code Enforcement Property of the Week:

On 9/19/2014, Mountlake Terrace Code Enforcement received an anonymous complaint regarding a junk vehicle located in a driveway on private property near the 5800 block of 218th Place SW, which had an expired license and flat tires. When Mountlake Terrace Code Enforcement arrived, they observed a blue late model Eagle with flat tires and an expired license parked in the driveway. Mountlake Terrace Code Enforcement documented the violation with photos, and issued a Notice of violation to the property owners in accordance with; MTMC 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. On 10/29/2014, Mountlake Terrace Code Enforcement inspected the property and noted the vehicle had been sold on 10/3/2014 and removed from the property.



NEWS RELEASES

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

- 8th Annual Costume Carnival Thrilling Success
- New Police Officer Sworn In
- Lodging Tax Grants Available
- Swim Lesson Registration at Mountlake Terrace
- Mountlake Terrace Offers Free Swim Lessons for Third Graders
- \$1 Million Awarded for Main Street Revitalization
- City Offices Closed in Honor of Veterans Day
- Protecting Pipes in Freezing Weather

MARK YOUR CALENDARS

- November 11, Veteran's Day, All City Offices Closed
- November 13, SCC Dinner, Mill Creek
- November 27 and 28, Thanksgiving Holiday, All City Offices Closed
- December 5, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield Complex
- December 11, 7:00 a.m. Employee Appreciation Breakfast, Nile

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace