

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

April 1, 2016

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, April 4, 2016** 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) Recognition of Eagle Scout Dane Johnson, (2) Introduction of City Engineer John Cowling (3) Public Hearing and Adoption of Development Agreement for Gateway TOD, and (4) Update on Live/Work Development Standards.

The City Council's next work/study session is scheduled for **Thursday, April 14, 2016** 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) Update on Community Policing Advisory Board (Tentative), (2) Update on Ballinger Park Funding, and (3) Review of Levy Lid Lift.

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City:** Residents, business owners and others from the community are invited 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 13, 2016 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Evergreen Awards:** Nominations for our seventh Evergreen Awards program are open. The program builds the community's pride, enhances the community's image, and promotes sustainability. Nomination forms will be accepted through May 28, 2016 and are available online at www.cityofmlt.com and at city facilities. As soon as the weather improves we will be in the field taking photos of the nominated properties. Since last year's program was postponed for budgetary reasons, all 2015 nominees will be considered this year.
- **Community Videos:** The Community Relations Division will be working with CGI Communications based out of New York to develop a series of up to five videos to play on the city website. We are hoping to get on the schedule for filming in May. Community Relations Director Virginia Olsen will be working with Department Directors to develop a script for the videos that will promote the city, its parks and recreational opportunities, as well as economic development. A "coming soon" link will appear on the city's website and businesses in our community will receive a letter from CGI and the city about advertising opportunities on the community videos. This project is funded through these advertisements.

- **City Happenings:** The April issue of *City Happenings* will be mailed this week. The lead story is the Council Discusses Possible Levy Lid Lift on Ballot. Other items of interest are the Federal Delegation Expresses Support for Main Street, Leashing Your Dogs, April Pools day, Update on Mountlake Terrace Senior Living, and Strong Developer Interest in Mountlake Terrace.

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **Gateway Permits:** Community and Economic Development is expected to take in permits for the Gateway TOD Building Permit for the bridge on March 31, 2016 and the Gateway TOD Civil submittal on April 1, 2016.
- **Sound Transit Announces Projects Selected for ST3 Light Rail Plan:** The Draft Plan for ST3 was released March 24. This 25-year draft plan proposes to add 58 miles of light rail and 39 stations in the Sound Transit area resulting in a 108-mile light rail connecting Everett to Tacoma and Seattle to Issaquah (and points in between). The draft plan includes [Bus Rapid Transit](#) (BRT) service and [Expansion of Sounder South commuter rail](#) to DuPont. See [News Release](#) for more details.

The City of Mountlake Terrace had supported two candidate projects – the 220th Street Infill Station and a parking garage at the 236th Street Light Rail Station. Neither project is in the ST3 Draft Plan. A public comment period on the Draft Plan is open through April 29, see www.soundtransit.org/About-Sound-Transit/News-and-events/News-releases/public-comment-period-begins-sound-transit-3-draft. A series of seven public meetings on the draft plan are scheduled around the region, starting on April 19.

- **Mountlake Terrace Elementary School:** The Edmonds School District is proposing to demolish and rebuild Mountlake Terrace Elementary School building at 22001 52nd Avenue W, and replace it with a new, modern, two-story elementary school. The facility will use, to the extent possible, existing site infrastructure, but will improve the frontage along 52nd Avenue W. Design for the new facility is ongoing and a pre-application meeting has been held with city staff on the subject. Additionally, a conditional use permit will be required for the proposal, as the use is conditional in residential zones. The district plans to utilize the existing facility through 2016, and start construction as early as 2017.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** This project is essentially complete with only minor punch list items remaining along Lakeview Drive with minor traffic impacts. Normal work hours are 7:00 a.m.-6:00 p.m., Monday through Thursday.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds continues 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 winter. The majority of the work in Mountlake Terrace has been completed, but there is still some minor cleanup work. Expect lane closures but no

detours on 228th Street SW/Lakeview Drive in this area. Typical work hours will be Monday through Friday from 7:00 a.m.-5:00 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. The project is scheduled to be completed in spring 2016.

- **227th Street SW Sidewalk Improvements (56th to 58th Avenues):** This project is constructing curb, gutter and sidewalk on the south side of 227th Street SW between 56th and 58th Avenues W. This project includes ADA ramps, a planter strip, and roadway and drainage improvements on the south side of the roadway. During the week of April 4, the contractor will be pouring concrete curb, gutter, and sidewalk. Expect intermittent delays between 56th and 58th Avenues W during construction. Construction is expected to be complete this spring.
- **PSE Gas Main Replacements:** PSE is replacing a gas main on 44th Avenue W from 224th Place SW to 224th Street SW. Only minor restoration remains with minor traffic impacts. A grind and overlay of the affected travel lanes on both 44th and 48th is expected in late April.
- **Lynnwood Emergency 212th Water Main Project:** The water main repair work is continuing for a broken water main on 212th Street SW. **Until approximately May 15, 2016, 212th from 52nd to 63rd Avenues is anticipated to have only one lane opened to traffic while a new water main is installed.** Delay is expected during construction work hours from 6:00 a.m.- 6:00 p.m. All lanes will be opened to traffic during weekends and off-construction work hours from 6:00 p.m.- 6:00 a.m., Monday-Friday.
- **Scriber Creek Apartments Sewer Main Project:** Work continues on the Scriber Creek Apartments Sewer Main project, which will install a new sewer main in 212th Street SW between Larch Way and 41st Court W. This is an Alderwood Water & Wastewater District sewer line located partially in the City of Mountlake Terrace. During the week of April 4, expect occasional lane closures. An alternate route along Poplar Way, 214th Street SW and 44th Avenue W is advised.
- **Water Comprehensive Plan:** The City of Mountlake Terrace is required to update its Comprehensive Water System Plan and submit it to the Washington State Department of Health (DOH) for review and approval every six years in accordance with Washington Administrative Code (WAC) 246-290-100. The City has received an extension from the DOH allowing our operating permit to remain under “green” status while the Comprehensive Water System Plan is updated. Murray, Smith & Associates, Inc. (MSA) is currently working with Public Works staff on the development of the Water System Plan update, and expects to submit to DOH in mid-2018.
- **SCADA Design:** The City of Mountlake Terrace Public Works Department is currently operating with a Supervisory Control and Data Acquisition (SCADA) system that was installed more than 10 years ago. This system provides data and information on our sanitary sewer, storm sewer, and water infrastructure. The City has developed the technical documents and requirements for a new system. Tetra Tech is currently working with Public Works staff on the development of the SCADA system design plans and specifications and expects to go out to bid for construction in the fall of 2016.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Pre-Registration:** This week is pre-registration for all classes. Mountlake Terrace registration will be Wednesday, April 6 with open/online registration on April 7. Lesson schedules are available in the lobby of the Pavilion and on the website at www.cityofmlt.com/529/Swim-Instruction.
- **Spring Break Schedule:** Pool, spa, sauna and locker rooms will be closed April 4-6 for deck cleaning as well as other mechanical maintenance. There will be a special pool schedule for April 7 & 8, drop in water fitness classes will meet, with extra recreation swims at 1:15-2:45 p.m. and 2:55-4:25 p.m. on both days. On Thursday there is an extra special Recreation Swim from 6:05-7:20 p.m. at the special price of \$3. The weekend schedule will be all of the regular drop-in swims. Spring Break schedule is available online at www.cityofmlt.com/531/Pool-Schedule and in the lobby of the Pavilion.
- **Spring Break Lifeguard Training:** Class will be offered Wednesday through Sunday, April 6-10 from 1:00-8:00 p.m. for lifeguard training. Spots are available and registration is open. Participants must be 15 years old, and able to swim 300 yards non-stop, tread water 2 minutes using legs only and submerge to pick up a weighted object and swim with it for 20 yards. Three certifications are received upon successful completion: Lifeguarding, CPR/AED for Lifeguards, and First Aid. Fees are \$216 for Mountlake Terrace residents and \$228 for non-residents. Contact the Recreation Pavilion for more details at (425) 776-9173.
- **Babysitters Training:** This class will be offered April 4-7 from 10:00 a.m.-1:00 p.m. and is designed for youth ages 11-15. Topics include the responsibilities of babysitting as well as skills in Child/Infant CPR and First Aid. Fees are \$120 for Mountlake Terrace residents and \$130 for non-residents. Contact the Recreation Pavilion to register or for details at (425) 776-9173.
- **Pool Early Closure:** On Friday, April 1, the pool, spa, sauna and locker rooms will close at 4:15 p.m. for a Lifeguard in-service. Lifeguards will be practicing rescues and emergency procedures as part of their on-going training.
- **Summer Camps:** Have you heard the news? The Mountlake Terrace Recreation Pavilion offers awesome summer programs! Registration is open for Aqua Kids, All-Stars and Majors full day camps, Jr. Kids Krew – MLT Minors camp, dance camps, Skyhawks, tennis and more. Go to www.mltrec.com/summer for dates, details and forms. Camps fill quickly. Check it out today!
- **Fall Programs Now Open for Registration!** Fall Preschool, Kindergarten Readiness, Jr. Kids Krew and Kids Krew before and after school care registration has begun. Do not hesitate to reserve your spot, as many programs and classes fill quickly! Program details can be found online at www.mltrec.com and www.crazedigital.org.
- **Adult Basketball/Volleyball:** Spring registration is open! Recreational and intermediate basketball is open to men's teams. Games are played Monday and Wednesday. The cost is \$600 per team and the league begins on April 11. Coed Volleyball matches are played on Tuesdays. Upper and lower divisions are available. The cost is \$310 per team and leagues begin on April 5. For more information, or to register, call Kevin at (425) 640-3105.

- **Mountlake Terrace Dance Academy:** Announcing “The Wizard of Oz!” Dorothy and her companions will travel through Oz in search of answers to their individual questions about life and family. The director and dance teachers are busy picking songs and costumes for dances about flying monkeys, munchkins, the yellow brick road and more. Performances will be June 11 mid-morning and mid-afternoon at the Mountlake Terrace High School Theater. Stay posted for specific times.
- **Spring Break Soccer Camp:** New for 2016, Skyhawks is offering a youth soccer camp during spring break! Kids will learn the fundamentals of soccer and improve their skills and knowledge of the game. Camp will be held April 4-8 on Evergreen Playfield #6 from 9:00 a.m.-12:00 p.m. Fees are \$135 for residents and \$144 for non-residents. To register, call (425) 776-9713 x0.

POLICE DEPARTMENT UPDATES

(March 23 - 29, 2016)

WEEKLY ACTIVITY								
	Reports	T-Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
Week	40	106	4	5	1	3	1	5
YTD	483	1126	73	57	7	30	14	43

Significant Incidents:

- None

Detective Unit Update:

- **CASES ASSIGNED:**
 - 2- Assault
 - 1- Malicious Mischief
 - 1- Harassment
 - 1- Fraud
- **CASES CLEARED:**
 - 1- Burglary
 - 1- Theft

Directed Enforcement:

- Patrol Officers continue to work on a complaint of speeding vehicles in the 23000 block of 56th Avenue West. The speed-monitoring trailer has been deployed at the same location.
- Patrol Officers are monitoring school zones during school hours.

Training

Police Department personnel will be updating (or gaining new) certifications as trainers in the areas of firearms, defensive tactics, etc. in order to continue providing in-house training in these areas to commissioned personnel throughout the year. Using in-house trainers helps to keep costs down, while meeting schedule demands.

Code Enforcement Property of the Week:

On March 22, 2016, Mountlake Terrace Police Department Code Enforcement observed violations located near the 22000 block of 56th Avenue West involving trash, debris and discarded household items.

Code Enforcement issued a preliminary Notice of Violation for the following;

- 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;
- 8.15.040.G.1 – Garbage not kept in proper receptacle with a tight-fitting lid; 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 the front, side, or back yard of a property.

Code Enforcement will continue to follow up to ensure city ordinances are followed.



Other Items of Interest:

On March 23, 2016, Special Services Sergeant Lowe presented a Personal Defense and Firearms Safety Seminar to approximately 40 community members at the Mountlake Terrace Interim City Hall. This was his fifth seminar that he solely prepared and presented. Sergeant Lowe received favorable reviews from those who attended.

NEWS RELEASES

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

- Recreation Pavilion Open – Pool Closed for Maintenance

MARK YOUR CALENDARS

- April 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- April 16, 9:00 a.m., April Pools Day, Recreation Pavilion Pool
- April 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- April 23, 9:00 a.m., Earth Day Park Clean Up, Ballinger Park
- May 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- May 19, 5:30 p.m., Snohomish County Cities Meeting, TBD
- June 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- July 21, 5:30 p.m., Snohomish County Cities Meeting, TBD
- July 29, 30, 31, Tour de Terrace, Evergreen Playfield
- August 2, 6:30 p.m., National Night Out, Evergreen Playfield
- August 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- August 18, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 7, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 14, 6:00 p.m., Annual Evergreen Award Program, Ballinger Clubhouse
- September 15, 5:30 p.m., Snohomish County Cities Meeting, TBD
- September 17, 9:00 a.m., National Day of Service, Ballinger Park
- October 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- October 20, 5:30 p.m., Snohomish County Cities Meeting, TBD
- November 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 10, 5:30 p.m., Snohomish County Cities Meeting, TBD
- December 2, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 14, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

SCOTT HUGILL
Interim City Manager
City of Mountlake Terrace