

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

April 18, 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 regular meeting is scheduled for Monday, April 21, 2014 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) 2014 Legislative Update; 2) Adoption of Amending Ordinance to MTMC Chapter 2.85 Concerning Service of Process; 3) Public Hearing (continued from April 7, 2014) and Adoption of F/T Zoning Code Ordinance.

The City Council's next work/study session is scheduled for Thursday, May 1, 2014 beginning at 7:00 PM in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: 1) Review of Stormwater Management Code Update Ordinance; 2) Review of Comprehensive Plan Community - Livability Chapter Update; 3) 2014 First Quarter Police Department Report; and 4) Review of 2014 Tour de Terrace Agreement.

## COMMUNITY MEETINGS AND EVENTS

- **Volunteers to Gather April 26 to Celebrate Earth Day at Evergreen Playfield:** The City of Mountlake Terrace is recognizing Earth Day with a volunteer park cleanup event on Saturday, April 26 from 9:00 a.m. until 1:00 p.m. Volunteers should meet at the Evergreen Playfield parking lot, 22205 56<sup>th</sup> Ave W, at 9:00 a.m. in comfortable work clothes, with gloves and tools in hand (no power equipment please), to get their assignment. This year's projects include general clean up, brush and debris removal, and painting of buildings and benches (weather permitting). Following the work party, the City Council will host an appreciation lunch for the volunteers. For more information, or to register, groups can contact Parks and Facilities Superintendent Ken Courtmanch at (425) 776-1811.
- **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 as follows:
  - Wednesday, May 14, 2014 from 8:00 to 9:00 a.m. in the Jungle Room
  - Wednesday, June 11, 2014 from 6:00 to 7:00 p.m. in the Jungle Room
  - Wednesday, July 9, 2014 from 8:00 to 9:00 a.m. in the Jungle Room
- **Evergreen Awards:** The City opened nominations for its sixth Annual Evergreen Awards program on April 1, 2014. The program builds the community's pride, enhances the community's image, and promotes conservation. Nomination forms are available online at

[www.cityofmlt.com](http://www.cityofmlt.com) and at city facilities; they will be accepted through May 23, 2014. Anyone can submit a nomination and a property owner may nominate their own home or business. Properties being marketed for sale are not eligible. Properties will be photographed for judging and for a presentation at the awards ceremony that takes place in September. This program was established in 2009 to recognize property owners who take great care of their properties. Citizens are encouraged to help us find those hidden gems that have been significantly improved, especially over the past year.

### **ADMINISTRATIVE SERVICES UPDATES**

- **2013 Audit:** Staff from the State Auditor's office is conducting their audit of the City's 2013 Financial Statements and internal controls. This year's audit includes an Accountability Audit that involves testing the City's internal policies and procedures. As a result of many years of finding no problems or issues in this area, the Accountability Audit is performed every other year by the State Auditor's office, thus reducing the City's fees and time involved. Since the City received over \$500,000 of federal grants in 2013, a special audit will be performed on selected grants. The special audit involves a very thorough review and testing of the selected grant expenditures and revenues to ensure to the federal government that funds are properly spent and accounted for. The Auditors will be requesting an entrance conference in a few weeks and when the time and date is set for that meeting, the Council will be invited to attend.

### **COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **Development interest is increasing:** Applications have been received for four new development proposals in the past two weeks. The project proposals are wide ranging and include:
  - Site Development Plan to redevelopment the City Church property (at 217<sup>th</sup> between 56<sup>th</sup> and 58<sup>th</sup> Ave W) for a planned unit development on 4.35 acres for 31 single-family homes on smaller lots with a ¾ acre park and pedestrian trails served by a private road network (Sonata PUD).
  - A concurrent Conditional Use Permit application to convert the City Church buildings into a private school which includes an update of the existing structure(s) and creating a new playfield south of the school (Nobel School).
  - Site Development Plan to construct 12 fee-simple lot townhomes in six buildings in the Town Center Subdistrict E by combining two residential lots and removing the two existing structures.
  - A Short Plat application to subdivide one single-family residential lot into two lots in the RS 7200 zoning district.

Staff will make a preliminary evaluation of each project. A pre-application conference will be held with each proponent to discuss the proposal's compliance with city codes, regulations and design standards and what the application, review and approval process is expected to be. Staff representatives from CED, Engineering, Public Works and Fire all provide input to applicants at these conferences.

- **Planning Association of Washington Conference**  
The spring Planning Association of Washington Conference was held April 9-11 in Lynnwood. The focus of the conference was on planning for the future and updating comprehensive plans. Assistant Planner Paula Schwartz and Senior Planner Edith Duttlinger

attended the conference. Edith and Economic Development Director Dave Baron led a tour of Mountlake Terrace's Town Center on April 9. Those in attendance were impressed with the work the City has done to position itself for development of a vibrant Town Center and were pleased to see a work in progress. Edith also presented the City's Sustainability Strategy at the conference on April 10.

## **ENGINEERING SERVICES UPDATES**

- **Puget Sound Energy (PSE) Natural Gas Main:** The PSE gas main extension project on 56th Avenue W is complete with the exception of the final pavement overlay. Construction of the final pavement overlay is scheduled for the summer of 2014.
- **228th Cedar Way Overlay and Rechannelization Project:** Expect lane closures this week and next. Utility work will continue on 228<sup>th</sup> Street SW and 44<sup>th</sup> Avenue W. Expect delays. When weather permits, final paving will take place. Final paving will take three days to complete and will include detours. Notice will be provided when final paving is scheduled. This project will restore the roadway and re-channel 228th St. SW from 39th to 44th Avenues W. and Cedar Way from 227th to 232nd Streets SW. Work includes pavement milling and repairs, and asphalt overlay. In selected areas, the roadway will be widened. Bike lanes will be provided on 228th and on 44th/Cedar Way. Other work includes minor upgrades to drainage facilities, adding or upgrading curb ramps, and traffic signal modifications at 228th and 44th. Rectangular Rapid Flashing Beacons (RRFBs) will be installed at 229th Pl & 44th and at 228th & 42nd Place. Normal work hours are 7:00 a.m. to 7:00 p.m. Monday through Friday. This work is weather dependent.
- **Town Center Stormwater Detention Vault Project:** Construction continues on the Town Center Stormwater project that will build a regional stormwater infiltration facility under the parking lot next to the Mountlake Terrace Library and Veterans Memorial Park (232nd Street SW & 58th Avenue W). The Library is open regular hours during construction. For the week of April 21, concrete sidewalks will be poured and landscaping will be installed. This will close the temporary ADA parking stalls off of 58<sup>th</sup> Ave W. ADA parking has been relocated to the temporary lot north of the site and temporarily signed. Paving work is weather dependent but should begin in the coming weeks.
- **Decant Facility:** Construction has been completed on the decant facility at the Public Works Operations Center and is being utilized by Public Works. A rockery wall contractor is being selected from the Small Works Roster and will begin work to complete the wall along the northern portion of the site. The decant facility will be used to settle wet sediments collected during maintenance activities for the water, sewer, and stormwater utility systems. The decanted water is then discharged to the sanitary sewer for treatment at a wastewater treatment plant. The sediments are reused or sent to a landfill if contaminated. The decant facility improvements include the decant basins, a three-sided metal building, outside material storage areas and site paving.

## **RECREATION UPDATES**

- **April Pools Day:** One hundred participants took part in April Pools Day, a water-safety education event, held Saturday, April 12, from 9:15 a.m. to noon. Aquatic staff set up various stations and taught participants about symptoms and the treatment for heat and cold-

related emergencies, boating safety (including an opportunity to paddle the canoe in the pool), reaching and throwing assists (to help someone in trouble in the water), and how to properly fit a lifejacket. Raffle items included two lifejackets donated by Swedish/Edmonds Hospital; one session of swimming lessons donated by Edmonds Family Medicine, and three gift bags that included towels, goggles and dive rings donated by city staff. Edmonds Family Medicine gave out beach balls and sunscreen and Swedish Edmonds Hospital had a prize wheel in the lobby and an interactive water game for kids to participate in to win a flashing bike light or mini first aid kit.

- **Spring Swim Lessons:** The first session of swimming lessons has begun for weekdays. Weekend lessons will begin this Friday, Saturday, and Sunday, April 18, 19 and 20. Swimming lessons are at maximum capacity and continue to be in high demand. Staff will try to open new classes, if possible, to accommodate patrons on the waiting lists.
- **Special Swims:** On Saturday, April 19 from 4:20 – 6:25 p.m. and Sunday April 20 from 4:20 – 5:20 p.m., there will be special swims. The vacant rental times will be open to all for recreation swims at a special price of \$3.00 per swimmer.

**PARK SERVICES AND PROPERTY MANAGEMENT UPDATES**

- **The Recreation Park Advisory Commission (RPAC)** is scheduled to participate in the “Spot Light” program at the Recreation Pavilion on Saturday, April 19. Commissioners will be on hand from 10:00 a.m. to 2:00 p.m. to discuss the role of the RPAC and invite participants to the upcoming Earth Day Volunteer event on April 26.

**POLICE DEPARTMENT UPDATES**

*(April 9<sup>th</sup> – 15<sup>th</sup>, 2014)*

| Agency Assists | Brier | Edmonds | Lynnwood |
|----------------|-------|---------|----------|
| Year to Date   | 19    | 18      | 10       |
| Week           | 0     | 2       | 2        |

| Patrol Statistics        | Week | Year to date |
|--------------------------|------|--------------|
| Police Reports           | 34   | 958          |
| Arrests / Misd. / Felony | 17   | 284          |
| Traffic Infractions      | 128  | 1343         |
| Verbal Warnings          | 115  | 1223         |
| Traffic Collisions       | 5    | 69           |
| DUI's                    | 0    | 8            |
| FIR'S                    | 12   | 334          |

| Burglaries                         | Commercial | Residential |
|------------------------------------|------------|-------------|
| 23500 52 <sup>nd</sup> Avenue West |            | X           |

| <b>Investigations</b>       | <b>Assigned / Week</b> | <b>Closed / Week</b> | <b>Assigned YTD</b> | <b>Closed YTD</b> |
|-----------------------------|------------------------|----------------------|---------------------|-------------------|
| <b>Cases (Including DV)</b> | 3                      | 3                    | 94                  | 80                |

**Vehicle Thefts/Recoveries/Prowls**

- 6000 244<sup>th</sup> Street SW                      Vehicle Theft
- 21000 44<sup>th</sup> Avenue West                      Stolen Vehicle Recovery
- 21500 40<sup>th</sup> Avenue West                      Stolen Vehicle Recovery
- 23500 47<sup>th</sup> Place West                      Theft from Vehicle - License Plate

**Significant Incidents:**

- On 4-10-15 at about 2:30 a.m., after Mountlake Terrace patrols were advised the 911 services were down, officers noticed a subject attempting to use the emergency phone near the main entrance of the Mountlake Terrace Police Station. However, the phone was not working well. Officers hurried to the front lobby and contacted the citizen. Once contacted, the citizen was reporting his father had someone cornered in a back yard in the 23500 block of 52<sup>nd</sup> Ave. West. Officers immediately recognized the house as being associated with a known subject. The known subject was eventually found hiding in some bushes across the street from this same home. The known subject was taken into custody and booked into the Snohomish County Jail for a court order violation and attempted residential burglary.
- On 4-11-14 at about 2:00 a.m., Mountlake Terrace patrols responded to a suspicious circumstance at the Boulders Apartments. It was reported an unknown male entered an apartment and fell asleep on the floor next to a couch where the resident was sleeping. When the resident woke up and saw the male, she screamed and fled to the bathroom. Upon arrival, the officers entered the apartment and discovered the male subject had left the apartment. Officers found a backpack and skateboard abandoned near the apartment window. No suspects or leads at this time.
- On 4-14-14 at about 10:42 p.m., a Mountlake Terrace police officer conducted a traffic stop at 48<sup>th</sup> Ave West and 216<sup>th</sup> St SW for a traffic offense. The suspect vehicle initially stopped for the officer but then fled east on 216<sup>th</sup> Street SW. The officer did not attempt to follow the vehicle. A few moments later, an officer from the Lynnwood Police Department located the vehicle in the 21000 block of 44<sup>th</sup> Ave West traveling north at a high rate of speed. Lynnwood Police units attempted to stop the vehicle and initiated a pursuit. The pursuit again entered Mountlake Terrace where the vehicle drove off the roadway and struck a parking structure at the Cedar Wood Park Condos, 4500 block of 216<sup>th</sup> Street SW. The parking structure sustained minimal damage. The suspect fled on foot from the location and was not located. The suspect was later identified and further investigation will be conducted by the Lynnwood Police Department.

**Detective Unit Update:**

- The Jackson/Sauceda homicide investigation continues. The suspect remains in custody.

**Other items of interest:**

- The police department is planning for its Open House, which is on May 15, 2014 and National Night, which is on August 5, 2014.

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

On April 15, 2014, Code Enforcement observed a property located in the 23500 block of 53<sup>rd</sup> Ave West having multiple code violations. Two vehicles parked on an unimproved grass surface were observed in the side yard of the property. Both vehicles appeared inoperable and unused. These are violations of MTMC 8.15.050B3 (all motor vehicles shall be parked on an improved surface anywhere on a property and all motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure). The grass in the front and side yards also exceeded the maximum height of 12 inches which is a violation of MTMC 8.15.040A1(vegetation exceeding 12 inches in height exclusive of plants and flowers within a flower bed or container, shrubbery, or trees located in any front, back, or side yard). A code violations case was opened and notice sent to the property owner. CE will perform a follow up inspection on May 1, 2014.



### **NEWS RELEASES**

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

- Strong Economic Recovery Indicators in Mountlake Terrace
- Council Continues Public Hearing on Freeway/Tourist Zoning Amendment
- 2014 Arts of the Terrace Call for Artists
- The Lori Knight Mixed Media Exhibit Opens May 1
- Police Department Open House May 15
- Evergreen Award Nominations Open

**MARK YOUR CALENDARS:**

- **CANCELED** - April 22, 2:00 to 3:30 PM, Lake Ballinger/McAleer Creek Watershed Forum Meeting, Edmonds City Hall, 3<sup>rd</sup> Floor Brackett Room, 121 5<sup>th</sup> Ave N, Edmonds, WA 98020
- April 26, 9:00 AM to 1:00 PM, Earth Day — Volunteer Clean-Up Day.
- June 17 - 20, AWC 's Annual Conference, Spokane
- July 25 to July 27, Tour de Terrace, Evergreen Playfield
- August 5, 6:00 PM, National Night Out Against Crime, Evergreen Playfield
- September 13, 9:00 AM, National Day of Service -- Park Cleanup Day,
- September 17, 6:30 PM, 6<sup>th</sup> Annual Evergreen Award Program, Ballinger Clubhouse

Sincerely,

ARLENE FISHER  
City Manager  
City of Mountlake Terrace