

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 15, 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, August 18, 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) Award of On-call Surveying Contracts, 2) Public Hearing and Adoption of Property Tax Abatement Regulations Ordinance, and 3) Communications Plan Update.

The City Council's next work/study session is scheduled for Thursday, August 28, 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) Disaster Recovery Plan Update and 2) Review of Revised Impact Fee Resolutions Ordinance.

COMMUNITY MEETINGS AND EVENTS

- **Meet the City Manager:** Arlene Fisher wants to meet the Mountlake Terrace residents and listen to their ideas, thoughts and concerns. Join her at the following events and take a few moments to chat with her. For more information about “Meet the Manager” events, please contact Community Relations Director Virginia Olsen at (425) 744-6206.
 - Saturday, August 16, 2014 from 9:00 to 10:30 a.m. at the Recreation Pavilion
 - Saturday, August 30, 2014 from 9:00 to 10:30 a.m. at Albertsons
 - Friday, September 5, 2014 from 4:30-6:00 p.m. at Rogers Market
 - Saturday, September 6, 2014 from 9:00-10:30 a.m. at QFC
- **Main Street Open House:** The Main Street Revitalization Project Open House is Thursday, August 21, from 6:00 – 8:00 p.m. at the Mountlake Terrace Library for the community to learn more and provide input. The Main Street Project will design roadway reconstruction and street, pedestrian, and bicycle enhancements along with improvements to utilities, street lighting and signals, stormwater systems, and undergrounding of overhead power along 56th Avenue (236th Street north to 230th Street), and 232nd and 234th Streets, as well as along 236th Street from 56th Avenue to the Transit Station.
- **2014 “Arts of the Terrace” Call for Artists:** Mountlake Terrace Arts Advisory Commission is seeking paintings, prints, drawings, miniatures, calligraphy, photographs, 3-Dimensional and Artisans’ works for its 36th Annual Juried Art Show. Over \$4,000 in prize money is available. “Arts of the Terrace” is held September 27 – October 5, 2014. Deadline for entries is August 30. To enter or to view the prospectus online, go to www.cityofmlt.com and on the home page under “most requested services” click on “Arts of the Terrace”.

- **Sixth Annual Evergreen Award Program:** The city will host the sixth Annual Evergreen Awards on Wednesday, September 17 at 6:30 p.m. to recognize our community members whose properties stand out in their neighborhoods. This year, we have 24 winning properties and 14 honorable mention awards. There are five categories of awards: Best Maintained Residence, Best Maintained Business, Best Maintained Multifamily Property, Most Sustainable Property, and Best Transformation. Nominees are judged against properties within the same neighborhood: Cedar Terrace, Gateway, Lake Ballinger, Melody Hill, Cascade View and Town Center. Best Maintained Awards reflect the efforts of the owners or occupants whose high standards for building and yard maintenance contribute to the overall character of the neighborhoods and city. The Transformation Awards recognize neglected properties renovated to become assets to the community. The Sustainable Award honors property owners who best utilize green features such as solar heating, natural cooling and native landscaping to help protect and preserve the environment. The event takes place at the Lake Ballinger Community Center and will feature a dessert reception with a slideshow of winning properties. Community Relations Director Virginia Olsen will emcee the event.
- **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 as follows:
 - Wednesday, October 8, 2014 from 6:00 to 7:00 p.m. in the Jungle Room

ADMINISTRATIVE SERVICES

- **Sales Tax Revenues Continue to Increase:** As previously reported, the city received over \$2 million in sales tax revenue in 2013, the highest amount ever collected by Mountlake Terrace. Recently, the city received an update from the state showing that city taxable retail sales for first quarter 2014 was up almost 16% (15.96%) over the first quarter of 2013. One of the main contributors is new construction, which is important because it generates additional property and sales taxes that reduce the taxes residents have to pay locally. Strong sales tax revenue is a positive indicator of a recovering economy in Mountlake Terrace where there is currently strong interest from the development community.

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **Community Open House – Main Street Happenings:** An open house is scheduled for Thursday, August 21, 6:00 – 8:00 p.m. at the Mountlake Terrace Library to present and receive public input on the Main Street improvement designs. Our consultant, KPG Design, will present typical street designs in both cross section and plan view to illustrate how utilities, pedestrians, vehicles and bicyclists will be integrated into a vibrant street design and how the street will function for residential and retail uses. Staff will briefly discuss how the Town Center plan can enhance the City's economy, expand the City's tax base, provides for projected population growth while preserving the character of existing single-family neighborhoods. However, the primary purpose of the open house is to receive public input, answer questions and ensure that the public is involved as we finalize street design plans for the Town Center.

- **City Tree Inventory Underway:** City street trees are being identified and recorded. The CED summer volunteer, Meredith Penny (Western Washington State University) developed a methodology to collect data on each tree including, its exact location, species, height, circumference, condition and health, proximity to structures, and impacts on surrounding area. The coordinates of the tree location are recorded using a Juno Tablet with GPS satellite information. The location is paired with descriptive information and a photograph that is then uploaded into the City's GIS system. The data will be sorted and mapped. It can be used to identify problem trees and problem species or create an interactive web map for the City's website. This is a joint project with the CED GIS specialist Darryl Greer, Public Works GIS Technician Alex Capron and Public Works Management Analyst Chad Phelan. The information will allow the development of a strategy to plant, maintain, remove and replace trees. This is especially important for the Town Center.
- **Food signs from I-5 lead to Town Center:** Two directional "FOOD" signs were recently installed in City right-of-way; one is located on the south side of 220th Street SW west of 56th Avenue W and the other on the west side of 56th Ave W just north of 232nd Street SW. The purpose of the signs is to help the public know there are food services in the Town Center. The initiative to install the signs came from Diamond Knot Brewpub, located in the West Plaza site (5602 232nd St SW). Diamond Knot applied to WSDOT to place their brewpub logo on the highway informational signboard located north of the 220th Street SW southbound off ramp (Exit #179). WSDOT approves such applications when there is continuity in directing drivers to the advertized destination. Signs that advertize a specific business are not permitted in the right-of-way or off-site. The City can approve and install certain informational signs of a non-commercial nature. The generic signs located within city limits say "FOOD" so all food related businesses in the Town Center can benefit.

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. Grinding of the roadway and the final pavement overlay on 56th Ave W is scheduled for September 8 through 10, with the work beginning at 244th Street W and continuing north.
- **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. The franchise utility undergrounding work along the property frontage has begun and will be completed this fall with the site work.
- **McAleer Creek Culvert Replacement:** This project will reduce the occurrences of high water levels in Lake Ballinger by increasing the hydraulic capacity of McAleer Creek between the lake and Interstate 5. The construction will replace three existing culverts along the creek with three new bridges, and includes streambed restoration and streambank plantings. Removal of the culvert nearest to Lake Ballinger and construction of the replacement bridge was completed last fall. The two remaining bridges were installed on August 13. Concrete decks will be poured on the new bridges prior to the existing culverts being removed. Work is expected to be completed in October 2014.
- **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 fall.

- **Main Street Reconstruction Project:** The city is working with the design consultant (KPG) to determine design options regarding driveway grades and on street parking. An Open House will be held at the Mountlake Terrace Library on August 21 from 6:00. to 8:00 p.m.
- **216th Street SW Storm Improvements (52nd Ave to 53rd Place):** This project will replace the existing storm drainpipe 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 contractor is scheduled to begin work on this project the week of August 18.

PARK SERVICES AND PROPERTY MANAGEMENT UPDATES

- **Evergreen Playfield Playground Receives an Additional \$35,000:** The new play equipment acquisition at the Evergreen Playfield Complex (22205 56th Ave W) was made possible through a \$50,000 Community Development Block Grant from Snohomish County. Installation was completed and the play apparatus opened for use on May 30. The original request for the project was for \$85,000 and Snohomish County has recommended the project for full funding. On Monday, August 11, Park staff was informed that the Policy Advisory Board (PAB) had approved the recommendation. This will allow for a further \$35,000 in funding for the project at Evergreen expanding the existing new equipment. Park Staff will work with the Recreation Park Advisory Commission (RPAC) and the Neighborhood Park Improvement Subcommittee (NPIS) in a selection process to enhance the play area.
- **Recreation Pavilion Parking Lot Repairs:** Parks and Public Works staff worked together to repair the parking lot areas at the Recreation Pavilion. Areas in the north parking lot that were sinking due to unstable ground were dug out, refilled and re-patched.
- **Volunteer Park Clean Up:** The City of Mountlake Terrace is recognizing National Day of Service with a Volunteer Park Clean Up event on Saturday, September 13, from 9 a.m. until 2 p.m. This is an opportunity for residents to give back to their community. Families, friends and neighbors are invited to help clean up city parks and public spaces and join in other activities. Volunteers should meet at the Ballinger Park Clubhouse parking lot, 23000 Lakeview Drive, at 9 a.m. in comfortable work clothes, with gloves and tools in hand. For more information or to register, citizens or groups can contact: Ken Courtmanch, Parks Superintendent, at (425)776-1811.
- **Eagle Scout Project:** Eagle Candidate Lars Shager has contacted the Mountlake Terrace Park staff with an interest in completing his Eagle project in the park system. Park Staff met with Lars to discuss possible projects including a permanent entry to the Mountlake Terrace Off Leash Dog Park and other possible enhancements to Terrace Creek Park.

RECREATION UPDATES

- **Therapy Pool:** The contract has been successfully executed with Orca Pacific and design plans have been submitted to the Snohomish County Health Department. We should receive approval to move forward within the next couple of weeks. Demolition of the existing hot tub should begin in September with installation of the new therapy pool immediately after.
- **Evergreen Junior Tennis League:** The season ending tennis tournament is this Friday, August 15 at Jackson High School. There will be several hundred kids in competition with each other divided into their respective age groups and skill levels. There are 15 Mountlake Terrace kids competing.
- **Craze Swim League:** The CHAMPS end of season swim meet is also this weekend, Saturday, August 16 at the new Snohomish Aquatic Center. Mountlake Terrace will have 90 swimmers competing in their different age groups.
- **Wood Floor Refinishing at the Pavilion:** On September 2, the Recreation Pavilion will have some work done on the two wood floors utilized for dance and fitness classes. The Mambo Room and Twilight Room will receive varying degrees of sanding and coating as part of the usual maintenance schedule.
- **Labor Day Weekend Schedule:** The Pavilion will have a special schedule for Labor Day Weekend that will be posted on Facebook, and the city's website. Friday will be regularly scheduled hours with modified hours on Saturday and Sunday. The Pavilion will be closed on Monday, September 1.

PUBLIC WORKS UPDATES

- **Emergency Operations Center Construction:** Work continues on the Emergency Operations Center (EOC) improvements at the Operations Facility. Construction is wrapping up and is expected to be completed by the end of August.

In 2011, the City of Mountlake Terrace was awarded a \$250,000 grant from the U.S. Department of Homeland Security to construct and equip an Emergency Operations Center; the city contributed another \$100,000 for the project.

The city's EOC is used to coordinate response and recovery efforts during times of local disaster, assessing threats to life and property, coordinating fire, police and EMS resources, maintaining communications and informing state and surrounding jurisdictions of the local disaster situation. In times when a larger scale response is necessary, the EOC works with the Emergency Services Coordinating Agency – a regional disaster response organization that includes the EOCs of Mountlake Terrace, Brier, Edmonds, Lynnwood and several other local communities – and with the Washington State Emergency Management Division.

- **Annual Road Crack Sealing Program:** Public Works crews continue to work on the yearly road crack-sealing program. This consists of cleaning the cracks with a hot air lance (a large propane torch with compressed air added) to clean and dry the cracks, then a hot rubber product is used to fill the cracks. Sealing the cracks keeps the water out from under the road surface to keep the pavement from failing. Crews will be working on the west side of the

city, south of 220th Street to 236th Street and 66th Street to 72nd. If you come across them, please be patient, and they will move you through the work area as quickly as possible.

POLICE DEPARTMENT UPDATES

(August 6 – August 12, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	48	34	21
Week	2	2	0

Patrol Statistics	Week	Year to date
Police Reports	73	2199
Arrests / Misd. / Felony	21	607
Traffic Infractions	117	2750
Verbal Warnings	87	2453
Traffic Collisions	5	158
DUI's	1	26
FIR'S	23	714

Burglaries	Commercial	Residential
23500 46 th Avenue West		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	6	6	252	160

Vehicle Thefts/Recoveries/Prowls

- 6300 St Albion Way Theft from Vehicle
- 23300 63rd Ave. W Theft from Vehicle
- 23900 56th Ave. W Theft from Vehicle
- 5900 236th St. SW Theft from Vehicle
- 23500 66th Ave. W Theft from Vehicle
- 23400 Lakeview Dr. Theft from Vehicle
- 5700 234th St. SW Vehicle Theft
- 6300 St. Albion Way Vehicle Theft
- 6000 236th St. SW Vehicle Theft
- 6300 234th St. SW Vehicle Theft
- 6000 244th St. SW Vehicle Theft
- 21800 66th Ave. W Vehicle Prowl

Significant Incidents:

No significant incidences reported.

Detective Unit Update:

- A known sexual assault suspect who was arrested and charged with rape, plead guilty to Assault 2. The Snohomish County Deputy Prosecutor who is prosecuting the case is recommending 10 years in prison.
- Burglary involving theft of rifle - The Mountlake Terrace Police Detectives worked with a local task force to recover the stolen rifle from a known subject. A roommate of the same known suspect was charged with possession of trafficking stolen property stemming from this incident.

Other items of interest:

- On August 12, six Mountlake Terrace Police Officers participated in a promotional exam for patrol sergeant with the Mountlake Terrace Police Department.

Code Enforcement Property of the Week:

On 7/22/2014, Mountlake Terrace Code Enforcement received an anonymous complaint regarding a vacant property near the 21500 block of 54th Pl W having tall vegetation exceeding twelve inches in height. CE followed up and observed tall vegetation throughout the property. A Notice of Violation was sent to the property owner in accordance with 8.15.040.A.1 - 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, adjacent public right-of-way or planting strip, or any vacant property. Mountlake Terrace Code Enforcement was contacted by the property owner seeking additional time to comply with the Notice. On 8/12/2014, Mountlake Terrace Code Enforcement inspected the property and noted the vegetation on the entire property had been cut below twelve inches.





NEWS RELEASES

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

- Meet the Mountlake Terrace City Manager
- Janie Olsen Painting Exhibit Opens September 2
- 2014 Arts of the Terrace Call to Artists Deadline August 30
- Property Tax Abatement Regulations to Be Considered

MARK YOUR CALENDARS:

- August 16, 9:00 to 10:30 a.m., Meet the City Manager, Recreation Pavilion
- August 21, 6:00 to 8:00 p.m., Main Street Open House, Mountlake Terrace Library
- August 30, 9:00 to 10:30 a.m., Meet the City Manager, Albertsons
- September 5, 4:30 to 6:00 a.m., Meet the City Manager, Rogers
- September 6, 9:00 to 10:30 a.m., Meet the City Manager, QFC
- September 13, 9:00 a.m., National Day of Service -- Park Cleanup Day,
- September 17, 6:30 p.m., 6th Annual Evergreen Award Program, Lake Ballinger Community Center
- September 27 to October 5, the 36th Annual Arts of the Terrace, Mountlake Terrace Library
- December 5, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield Complex

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace