

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 29, 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 **Tuesday, September 2, 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 of 2012 CAFR Award, 2) Adoption of Resolution Declaring the Need for HASCO to Operate within the Boundaries of the City of Mountlake Terrace, 3) Public Hearing and Adoption of Revised Impact Fee Regulations: a. Adoption of Park Impact Fee Regulations Ordinance Extending 50% Discount until 2017, and b. Adoption of Transportation Impact Fee Regulations Ordinance Extending 50% Discount until 2017, and 4) Second Quarter Financial Report and Performance Measures.

The City Council's next work/study session is scheduled for Thursday, September 11, 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) Review of Town Center Subarea Plan Map Amendment Ordinance.

COMMUNITY MEETINGS AND EVENTS

- **Labor Day:** In recognition of the Labor Day holiday, all city offices including the Recreation Pavilion will be closed Monday, September 1.
- **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 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
- **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”.
- **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, contact Ken Courtmanch, Parks Superintendent, at (425)776-1811.

- **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. 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

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **Town Center Comp Plan Amendment Update:** The Planning Commission considered the proposed update to the Town Center Plan that would extend the Type 2 Five Story Building designation on the northeast corner of 236th Street & 56th Avenue further east to 55th Avenue. The Commission has forwarded a recommendation to the City Council to approve the amendment. It is scheduled for Council consideration on August 28 and public hearing before the Council on September 15.
- **Town Center Zoning Text Amendment Proposal:** The Planning Commission also developed a list of zoning text amendments that both the Commission and staff believe are necessary to ensure the future and continued viability of the Town Center concept. The staff will share the list of proposed amendments with the City Council and confirm the Council's desire to have staff move forward with the amendment process.
- **Puget Sound Kidney Center Improvements:** Application was submitted for a tenant improvement for the Puget Sound Kidney Center. The Center is repurposing a portion of the building and adding 3 more treatment beds and creating a home training center with 5 additional beds for the interior remodel. Related permits will be required for commercial electrical, mechanical, plumbing and fire sprinklers.
- **Private school applies to reuse former City Church site:** Applications have been submitted seeking approval to reuse the former City Church site, located at 21705 58th Avenue W, for a private kindergarten through 8th grade school. The applicant, Nobel (Brighton) Schools, plans to remodel the existing church building into a school for around 300 students, and build a new, smaller school (or daycare), on a vacant parcel on the west side of 58th Ave W, across the street from the existing school. The church is around 25,000 sq. ft. in size; the new building would be between 10,000-16,000 sq. ft. in size.

Public and private schools (and churches) are allowed as a conditional use in all residential districts. The existing building is a legal, nonconforming use that has been vacated for more than 180 days and must therefore come into compliance with current city standards including obtaining a conditional use permit. A conditional use permit is required when, because of characteristics unique to the use (e.g., size, traffic, technological processes or equipment, or its location with regard to the surroundings, streets, and existing improvements or demands upon public facilities) it requires a special degree of control to assure consistency and compatibility with other existing or allowed uses in the same zoning district. Significant issues are the traffic impacts and emergency service access and fire protection. Upgrades to the existing building, additional street improvements, utility line extensions, and parking lot and landscape work will need to occur to comply with current city codes.

Concurrent review of site development plan applications will occur. The applications submitted to date are incomplete. Staff review will commence as soon as the applications have been deemed complete.

The Hearing Examiner will conduct a public hearing and make the final decision on approving the conditional use permit and site plans. Nobel has a target occupancy date of June 2015.

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 in order to coincide with paving along the Vineyard Park frontage. Work will begin 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. Curb and gutter will be poured the week of September 1 and some lane closures and delays will be necessary. There are no detours associated with this work. 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 was held at the Mountlake Terrace Library on August 21 from 6 PM to 8 PM, and resident comments are being reviewed. Design will be complete this winter.
- **216th Street SW Storm Improvements (52nd Ave 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. The contractor has begun excavation work. Expect detours the week of September 1.

PARK SERVICES AND PROPERTY MANAGEMENT UPDATES

- **Evergreen Playfield Complex Play Equipment:** Earlier this year Parks Services and Public Works staff completed the installation of new play equipment at the Evergreen Playfield Complex (22205 56th Ave W). The equipment acquisition was made possible through a \$50,000 Community Development Block Grant (CDBG) from Snohomish County. The original grant request was for \$85,000 and the County has recommended the project for full funding. The Snohomish County Policy Advisory Board (PAB) approved the amendment in August and this will allow for a further \$35,000 in funding for the project. The Parks Services will work with the Recreation Park Advisory Commission (RPAC), the Neighborhood Park Improvement Subcommittee (NPIS) as well as Recreation Pavilion before and after school participants during the selection process to enhance the new addition to the Evergreen Playfield Complex.
- **Firefighters Memorial and Bicentennial Parks grants:** Parks Services, Property Management and Public Works have been working together to complete two other grant driven projects in the park system. Firefighters Memorial Park (3900 228th St SW) has received numerous free standing play equipment pieces as well as lighting for the monument erected by Eagle Scout Ray Baldwin. Matt Hirvela\Bicentennial Park (4105 222nd St SW) is receiving a picnic shelter and tables as well as adding power service and new entry lighting.

Both these projects have been made possible through Snohomish County Park Project grants. The Firefighters Memorial grant is for \$20,000 (no matching funds required) and the Bicentennial project is for \$30,000 (\$10,000 Grant with a \$20,000 City match).

The combined total for grant-funded projects for the Mountlake Terrace Park Services Department alone will reach \$135,000 in 2014 (\$115,000 Grant funds with \$20,000 City matching funds and services.)

RECREATION UPDATES

- **Floor Refinishing:** Mambo and Twilight room wood floors will be getting a facelift next week including sanding and new surface coats. This will brighten and renew the spaces for dance, parties, and preschool.

- **Fall Registration:** Kindergarten Readiness classes, Before & After School Classes, and Preschool classes are all exceeding registration expectations. Staff is very excited to start classes when school resumes next week! KR and preschool begins the week of September 8.
- **Labor Day Weekend Schedule:** The Pavilion will have reduced hours on Saturday and Sunday and will be closed on Monday. The schedule has been posted on the website and facebook.

PUBLIC WORKS UPDATES

- **Jennifer Park Water Quality Retrofit:** The Public Works Stormwater Division crew recently completed work on a water quality retrofit project at Jennifer Park. A stormfilter structure was installed to replace an existing grass lined swale at the end of the cul de sac on 218th St. SW west of 44th Ave. W. The original design of Jennifer Park in 1989 used grass lined swales to meet water quality standards for stormwater runoff from the public right of way and from private ownership. Swales provide for water filtering and infiltration but in the case of Jennifer Park were located on easements over individual private lots. Stormfilters use active hydraulic filtering and provide superior water quality benefit while taking much less footprint. Maintenance and access can be done from the back of the existing sidewalk. A new storm line was installed along the length of the existing grass lined swale and then backfilled. With the help of the Parks Maintenance Division, topsoil was placed and will be hydro-seeded later this fall after the first rains. The owner of the lot where the work took place now has full use of his side yard and back yard and is very pleased with the project.
- **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 20 – August 26, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	52	37	21
Week	2	1	

Patrol Statistics	Week	Year to date
Police Reports	58	2316
Arrests / Misd. / Felony	22	643
Traffic Infractions	93	2942
Verbal Warnings	58	2573
Traffic Collisions	4	167
DUI's	2	29
FIR'S	18	760

Burglaries	Commercial	Residential
22800 44 th Avenue West	X	

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	9	4	267	168

Vehicle Thefts/Recoveries/Prowls

- 4100 214th Street SW Theft from Vehicle
- 4600 224th Place SW Theft from Vehicle
- 5600 232nd Street SW Stolen Vehicle Recovery
- 23500 Lakeview Drive Vehicle Theft
- 4600 224th Place SW Vehicle Theft

Significant Incidents:

- On 08/25/2014 at 6:28 a.m., Mountlake Terrace Patrol responded to the entrance of the Nile Country Club (6600 block of 244th Street SW) in regards to a report of a robbery. The 50-year-old male victim suffered a cut to his head after being struck by an unknown item. The victim's wallet and his watch were taken during the incident. The suspect, who was not located, was described as a black male in his 30's. The victim was walking from his home in Mountlake Terrace to his workplace in Edmonds when he was attacked. The exact location of the attack was not located.

Detective Unit Update:

- The investigation in regards to the homicide which occurred in April 2014 has been completed.
- Two suspects involved in the offerup.com robberies were apprehended during another attempted robbery. The case was forwarded to the Snohomish County Prosecutors Office for charging.

Other items of interest:

- On 08/26/2014, the Mountlake Terrace Police Explorers met with FBI agents where they learned about the agency.
- The Mountlake Terrace Police Department Advisory Board had their monthly meeting on 08/26/2014.

Code Enforcement Property of the Week:

On 7/27/2014, Mountlake Terrace Code Enforcement received a MLT Anytime request regarding a gray VW Jetta that seemed to be abandoned in the QFC Cedar Plaza parking lot. Mountlake Terrace Code Enforcement sent a Notice of Violation to the property owner, and the registered owner of the vehicle involving the following violations; 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, and 8.15.050.B.2 - Motor vehicle's belonging to a person other than a resident may not be stored on a property outside a fully enclosed structure. At this point, the above vehicle had not been reported stolen. Mountlake Terrace Code Enforcement was advised by patrol that this vehicle had not been moved for months. On 8/12/2014, Mountlake Terrace Code Enforcement contacted Oak Harbor PD to do a welfare check at the registered owners address. Mountlake Terrace Code Enforcement was contacted by Oak Harbor PD who indicated the vehicle owner was stationed in England, and they would like Mountlake Terrace Code Enforcement to contact them. Mountlake Terrace Code Enforcement spoke with the registered owner and learned the vehicle was sold to the owner's friend who failed to make payments. In an attempt to repossess the vehicle, the buyer eluded the seller. The registered owner indicated they had been looking for this vehicle for over a year. Mountlake Terrace Code Enforcement received from the registered owner the contact information of the Washington State Patrol Detective who was handling this case. As a result of locating the vehicle, Washington State Patrol subsequently impounded the vehicle for safekeeping.



MARK YOUR CALENDARS:

- August 30, 9:00 to 10:30 a.m., Meet the City Manager, Albertsons

- September 1, Labor Day, All City Offices Closed
- 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