

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

November 14, 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, 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.

The City Council's next work/study session scheduled for November 27 is cancelled.

The City Council's next regular meeting is scheduled for Monday, December 1, 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) Recognition of UW Student Team for Planning Association of WA Award for Ballinger Park Project (Tentative), 2) Adoption of 2014 Revenue Bond Issuance Ordinance, 3) Presentation by Economic Alliance of Snohomish County, 4) Approval of Public Defender Contract, and 5) City's 60th Birthday Recognition.

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.

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:** 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 is complete and the site work is expected to be completed this winter.
- **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 17.

- **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

- **Pavilion Saturday Market:** Fun local crafters and vendors will sell their unique gifts and products in the Pavilion lobby on Saturday, November 15 from 9 a.m. to 2 p.m.
- **46th Birthday:** The Recreation Pavilion will be celebrating its 46th birthday on Monday, November 24. Patrons will enjoy special treats and discounts on swims, cardio room, coffee and espresso beverages all day.
- **Recreation Swimwear Sale:** The Pavilion is making room for 2015 inventory! All Speedo swimwear will be 20% off the remainder of 2014. Swimwear only, accessories not included.
- **Swim Lesson Registration:** The third session of weekday and evening swimming lessons will begin on Monday, November 17 and Tuesday, November 18. These lessons will run until December 17 and 18. Registration will remain open until the third lesson to fill any remaining spots. Lessons are not scheduled for the Thanksgiving Holiday schedule November 16-30. The Special Holiday schedule is available online or in the Pavilion lobby.
- **Youth Programs STARS Training:** On Wednesday, November 12, the youth programs attended a STARS training on positive guidance and behavior issues. Bracken Merren is a behavior specialist that deals with children with behavior issues. She gave the staff some great handouts with tons of information that will help the staff deal with behaviors in the classroom.
- **Fields Meeting 2014:** The 2014 Fields User meeting will be held on Tuesday, November 18. Staff will review guidelines and rental procedures for numerous rental groups.
- **Thanksgiving Holiday Schedule:** The Recreation Pavilion will have no swim lessons on Wednesday, November 26 through Sunday, November 30. The Pavilion will be closed on November 27, and have a modified schedule 8-4:30 p.m. on Friday, November 28, Saturday, November 29 and Sunday, November 30. Please check the website for exact schedule particulars at www.mltrec.com.

- **Therapy Pool:** Demolition has been completed! Now the contractors are getting ready to pour forms and install the electrical components. The new therapy pool should be constructed by mid December!
- **Adult Sport Leagues:** Fall Sport Leagues (Basketball and Volleyball) are now wrapping up in November. Winter League registration will now begin on November 17. For more information about adult sport leagues, contact the Recreation Pavilion at (425)776-9173.

PUBLIC WORKS UPDATES

- **Tree Removal at Ballinger Park:** A contractor removed a large cottonwood tree at the southwest area of Ballinger Park that had become a hazard and was dropping large limbs.
- **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

(November 5, 2014 – November 11, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	66	53	31
Week	2	4	1

Patrol Statistics	Week	Year to date
Police Reports	56	3046
Arrests / Misd. / Felony	19	859
Traffic Infractions	61	3827
Verbal Warnings	73	3314
Traffic Collisions	4	229
DUI's	0	45
FIR'S	31	991

Burglaries	Commercial	Residential
6300 block of St. Albion Way		X
23300 block of 56 th Avenue West		X
23300 block of 44 th Avenue West		X
21700 block of Highway 99		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	5	6	357	193

Vehicle Thefts/Recoveries/Prowls

- 21400 48th Avenue West Vehicle Theft
- 5900 244th Street SW Stolen Vehicle Recovery
- 5900 241st Street SW Stolen Vehicle Recovery
- 21500 58th Avenue West Theft from Vehicle
- 7100 220th Street SW Theft from Vehicle

Significant Incidents:

- On 11/11/2014 at 12:24 a.m., a Mountlake Terrace Patrol Officer located a stolen vehicle parked in front of a residence in the 7200 block of 226th Place SW. As the officer approached, the female driver ran from the vehicle. Further investigation revealed the location of the female driver along with other subjects who were later contacted at the same location. The vehicle was impounded pending a search warrant. Additional charges are pending.
- On 11/11/2014 at 12:09 p.m., Mountlake Terrace Patrol Officers responded to a robbery that just occurred in the 21400 block of 48th Avenue West. The victim reported being struck with a firearm by three unknown males while he was inside his apartment. The suspects stole some electronic devices and a watch. The suspects soon fled the apartment. The suspects were not located. The case was assigned to Mountlake Terrace Police Detectives for additional follow-up.
- On 11/11/2014 at approximately 9:45 p.m., Mountlake Terrace Patrol Officers were dispatched to the 5500 block of 238th Street SW in regards to two male victims who were robbed after leaving the Mosque. Two suspects were involved. One of the suspects pointed a handgun at the victims and discharged the weapon into the air. The suspects demanded their cell phones and wallets. The second suspect pointed at the victims as if he was also holding a firearm. The two suspects fled the area and were not located after an extensive search. The victims were not injured during the robbery. The case was assigned to Mountlake Terrace Police Detectives for additional follow-up.

Detective Unit Update:

- Mountlake Terrace Police Detectives identified a suspect who was trafficking stolen property, which belonged to some of his own family members. Some of the stolen property was recovered and returned to the victim who did not want to prosecute once it was learned a family member was the suspect.
- A Mountlake Terrace Police Detective, who was also working with the Seattle Police Detectives, was able to identify a suspect who was responsible for a burglary and several vehicle prowls at Arbor Village. The case was forwarded to the Snohomish County Prosecutors Office for charging.

Other items of interest:

- Commander Hansen, while at the FBI Academy in Quantico Virginia, attended the laying of the wreath by United States Vice President Biden at the tomb of the unknowns at Arlington National Cemetery on Veteran's Day. In addition, Commander Hansen is about half-way through the academy and is reported to be doing an excellent job and thoroughly enjoying the training and the experience.



Code Enforcement Property of the Week:

On November 12, 2014, Mountlake Terrace Code Enforcement became aware of a property located in the 4700 block of 237th PL SW having multiple code violations. Observed in the side yard of the property was a pickup truck parked on an unimproved surface. Also observed in the driveway of the property was a car appearing inoperable and unused and partially covered with a tarp. These are violations of MTMC 8.15.050B3-all motor vehicles shall be parked on an improved surface anywhere on a property, or on a maintained surface and MTMC 8.15.050B1-all motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a

fully enclosed structure. A code violations case was generated and notice sent to the property owner. A follow up inspection will be performed on November 26.



NEWS RELEASES

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

- MLT Residents Encouraged to Enroll in Emergency Alert System
- MLT Prepared for Winter Weather
- Keep Your Pets Safe Renew Their License
- City Council to Review Proposed 2015 Property Tax
- Street Sweeping Helps Keep Storm Drains Clear
- Lodging Tax Grants Available
- Statistics Continue to Show Low Crime Rates
- Dick McMahan Photography Exhibit Opens December 1
- Be Careful with Candles
- Mountlake Terrace Tree Lighting Ceremony

MARK YOUR CALENDARS

- 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