

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

October 3, 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, October 6, 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) Proclamation for Naturopathic Medicine Week, 2) Swearing in of Police Commander Kevin Pickard, Sergeant Chuck Elrod, and new Officers Carl Cronk and Nathan Betts, 3) Public Hearing and Adoption of Town Center Subarea Plan Map Amendment Ordinance, 4) City Manager Overview of the Proposed 2015-2016 Biennial Budget and Schedule, 5) Review of Preliminary Report on 2015-2016 Revenue Estimates and Six-Year Financial Forecast, and 6) Review of Financial Policies.

The City Council's next work/study session is scheduled for Thursday, October 16, 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) 2015-2016 Budget Presentation from the City Council/City Manager/Community Relations Department, 2) 2015-2016 Budget Presentation from the Administrative Services Department, 3) 2015-2016 Budget Presentation from the Public Works Department, and 4) 2015-2016 Budget Presentation from the Community and Economic Development Department (Including Development Activities Update).

COMMUNITY MEETINGS AND EVENTS

- **Main Street Appreciation Reception:** The City of Mountlake Terrace hosted an appreciation reception at Arbor Village on Thursday evening to thank the Federal and State Delegation for their support for the Main Street Revitalization Project. The City Council, City Manager Arlene Fisher, City Department Directors attended as well as 1st Legislative District Representatives Luis Moscoso and Derek Stanford, 32nd Legislative District Senator Maralyn Chase, and staff members from 32nd Leg. District Representatives Cindy Ryu and Ruth Kagi and 2nd Congressional District Representative Rick Larsen attended the reception. The focus of the discussion was to keep momentum moving forward to obtain funding for this critical project that will create jobs, improve infrastructure, and revitalize the Mountlake Terrace downtown.
- **Arts of the Terrace:** The 36th Annual Arts of the Terrace Juried Art Show continues through Sunday, October 5, 2014 at the Mountlake Terrace Library, 23300 58th Avenue West. Sponsored by the Mountlake Terrace Arts Commission and the Friends of the Arts, Arts of the Terrace is one of the major juried art shows held in the Pacific Northwest and attracts top artists from throughout the region. A patron's preview and artists' awards ceremony was held Friday, September 26 at the Mountlake Terrace Library at 23300 58th Avenue West. The show opened to the public on Saturday, September 27 and Photographer

Dick McMahon was honored with the Best of Show Award at the artists' reception on Friday, September 26.

This year nearly 180 artists submitted over 370 entries, which is by far the highest number of artists and art submissions in the show's history. Artists compete for more than \$4,000 in cash awards and art merchandise. The quality of the art pieces entered has increased the competition for being accepted in the show. Jurors accepted 267 pieces of art for this year's show. Jurors include Joe MacKechnie for Paintings, Prints, Drawings and Miniatures, Mark Hopkins for photography, Aaron Haba for 3-Dimensional Works and Artisan Works, and Jackie Van Noy for Calligraphy. The show is free and open to the public 12:00 noon to 6:00 p.m. on Saturday and 1:00 to 3:00 on Sunday.

- **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, October 8, 2014 from 6:00 to 7:00 p.m. in the Jungle Room

COMMUNITY AND ECONOMIC DEVELOPMENT

- **PUD Application for 31 Homes:** Sonata Homes, LP, represented by Eric Nordling, submitted applications to obtain approval of a concurrent Planned Unit Development and Fee Simple Unit Lot Subdivision to construct 31 detached single-family residential homes (to be known as Atworth Commons and addressed as 5601 216th Court SW) on a 4.35-acre lot in the Single Household Residential (RS 8400) zoning district. The site is located between 56th and 58th Avenues W, north of 220th Street SW (undeveloped portion of former City Church site). The single-family homes range in size from 2,000 sf., to 3,235 sf. The applicant is requesting a bonus density in the number of allowed residential units from 22 units to 31. A bonus density is allowed when providing additional amenities such as open space. About 18% of the site will include a park for public use; about 26% of the site will include common open space with passive and active recreation elements. The proposal also includes interconnected pedestrian walkways/trails, landscaping, and street frontage improvements along the site's project frontage along the west margin of 56th Avenue W and the east margin of 58th Avenue W. Environmental review is required.
- **Subdivision Code Update:** The City will be contracting with land use attorney Carol Morris to help address any legal processes and challenges associated with the anticipated Gateway project in the Freeway/Tourist district. While discussing with Ms. Morris some of the platting and subdivision issues associated with this project, it was noted that the existing binding site plan for Gateway Place (lying just south of the project site) overlaps the proposed development. The binding site plan for Gateway Place will therefore need to be amended. However, it was also noted that our subdivision code does not have clear provisions for amending binding site plans, meaning that we need to first amend our subdivision code. The good news is that Ms. Morris has developed a model subdivision code that she has freely offered to the City of Mountlake Terrace. The model code will not only address the immediate need to address binding site plans, but it will also address a number of other issues we have encountered in our subdivision code. We have therefore placed the

subdivision code update on the fast track and anticipate having it to the City Council as early as November 24, 2014.

- **Office Depot Closing:** A merge between Office Depot and Office Max was recently announced. As a result of that merge, some Office Depot stores will be closing. Unfortunately, this includes the Office Depot in Mountlake Terrace at Gateway Place. Details on the closing date are not yet known; nor is it known if another tenant is in line to occupy the space.

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 October in order to coincide with paving along the Vineyard Park frontage. Minor striping work may be required the week of October 6 with some associated lane closures.
- **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. Underground utility work will be performed the week of October 6 and some lane closures and delays will be necessary. There are no detours associated with this work. The franchise utility undergrounding work and site work are expected to be completed this fall.
- **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. All three bridges have been installed and existing culverts removed. Paving work is completed and planting is expected to be started the week of October 6. The new bridges are open to golf traffic. 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 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 winter/spring 2015.
- **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 utility work. Expect detours the week of October 6.

RECREATION UPDATES

- **Tree Lighting/60th Anniversary:** City staff met to discuss the upcoming Tree Lighting event on December 5, 2014. This year's event is even more special since we are celebrating 60 years of incorporation. All departments were represented and assigned tasks to complete.
- **VOICE:** The Edmonds School District's Occupational program began this week at the Recreation Pavilion. Three students will work and refine their job skills here at the Pavilion, Monday through Thursday from 1:00-3:00 p.m. This is of great benefit to both the students and the Pavilion.
- **WCIA Training:** Recreation Coordinator Roy Brooks and Clerk 2 Linda Hennerberg attended the WCIA Building Supervisory Skills training in Tukwila on October 1.
- **Zumbathon:** The Recreation Department hosted a Zumbathon last Saturday at the Ballinger Community Center. This was a successful event with money raised going to the Dance Scholarship program. Thank you to all who participated.
- **Therapy Pool:** The Therapy Pool building permits have been approved. Staff will meet shortly with the contractor to setup a schedule and details of the demolition and construction of the new Verdant grant funded Therapy Pool.

PARK SERVICES AND PROPERTY MANAGEMENT UPDATES

- **Ballinger Park Master Plan:** A Request for Qualifications (RFQ) for the Ballinger Park Master Plan was advertised on Monday, September 22, 2014. A city staff team consisting of members from Park Services, Recreation, Community and Economic Development, and Storm Water Management Departments will review all submittals with the intent of having a firm in place before the end of the year. The firm will then work with the Recreation Park Advisory Commission (RPAC) and community members to develop a master plan for the former golf course area now known as Ballinger Park.

PUBLIC WORKS UPDATES

- **EOC Completion:** Work on the city's Emergency Operations Center is wrapping up, with the contractor finishing a final list of items prior to phones, furniture and computers being installed. Construction of the facility, which will provide a coordination area for the city's response in a disaster or other emergency, is being funded through a state and federal grant.
- **Street Sweeping:** In preparation for storms this fall, the city will be renting a street sweeper to double-up the efforts of keeping leaves from clogging storm drains. The city typically increases its street sweeping in October and/or November by running extra shifts of our sweeper or renting a second sweeper as leaves begin to fall during the early storm season.

- **Crosswalk Restriping:** Public Works crews have been restriping crosswalks near schools for the past few weeks. The work will continue on crosswalks farther from schools in the weeks ahead.
- **New Vector Truck:** The Public Works Department purchased a new Vector truck that is currently being customized by city mechanics for Mountlake Terrace needs. This truck is built on a Kenworth chassis, is 37 feet long, can carry 1500 gallons of water, and can hold 5 cubic yards of debris. Vectors are used by our Public Works crews to excavate/clean up debris using a powerful vacuum hose, and to clean sewer and storm pipes with a high-pressure water nozzle. This vector will be designated “V-6” and is one of two owned by the city that you will see on the streets of Mountlake Terrace.
- **Tour of Northshore Utility District SCADA system:** Public Works is beginning the process of updating its SCADA (Supervisory Control and Data Acquisition) System. The SCADA system is used to monitor and control water reservoirs, sewer lift stations, and other utility stations in the city. Public Works, Engineering and IT staff took a tour of the Northshore Utility District in Kenmore to see how their SCADA system is configured and to hear what they learned from their recent upgrades. The city plans to upgrade our SCADA system in the first half of 2015.

POLICE DEPARTMENT UPDATES

(September 24, – September 30, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	58	39	26
Week	0	0	0

Patrol Statistics	Week	Year to date
Police Reports	58	2644
Arrests / Misd. / Felony	24	737
Traffic Infractions	71	3327
Verbal Warnings	70	2905
Traffic Collisions	5	186
DUI's	4	39
FIR'S	38	874

Burglaries	Commercial	Residential
21800 66 th Ave. West (x2)	X	
5800 242 nd Street SW		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	7	4	317	183

Vehicle Thefts/Recoveries/Prowls

- 23300 44th Ave. West Vehicle Theft
- 23300 44th Ave West Theft From Vehicle
- 23100 67th Place West Theft From Vehicle
- 6600 227th St SW Vehicle Prowl

Significant Incidents:

- Nothing this week....

Detective Unit Update:

- DNA evidence collected following a burglary and auto theft investigation which occurred in January 2014, was examined by the Washington State Patrol Crime Lab and matched a named individual. The investigation continues.
- In September 2014, a victim's checking account was compromised by an unknown suspect(s). During an investigation, video surveillance footage was obtained. The investigation continues.

Other items of interest:

- On 09/27/2014, during the DEA Prescription Drug Take Back day, approximately 15 individuals visited the Mountlake Terrace Police Department and disposed of their unused and/or expired medications.

Code Enforcement Property of the Week:

On September 30, Mountlake Terrace Code Enforcement became aware of a property located in the 23700 block of 48th Avenue West having multiple code violations. One part of the property has a house on it and the other is a vacant lot. On the vacant lot, Mountlake Terrace Code Enforcement observed a pickup truck and a boat on a trailer, both on unimproved surfaces. Mountlake Terrace Code Enforcement also observed two tractors being stored on the vacant lot. These are violations of 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 and MTMC 8.15.050B3-all motor vehicles shall be parked on an improved surface anywhere on a property, or on a maintained surface. The information about the tractors was passed on to Community and Economic Development for enforcement under the zoning code. A code violations case was generated for these violations and notice given to the property owner. A follow up inspection will be performed on October 14.



NEWS RELEASES

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

- Celebrate the Harvest at the Costume Carnival
- MLT Budget Presentations October 6, 16 and 23
- Comprehensive Plan Update Continues
- Time to Prepare for an Emergency

MARK YOUR CALENDARS:

- October 4 and 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