

# **CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL**

March 13, 2015

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, March 16, 2015 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) Approval of Professional Services Agreement for Hearing Examiner Services.

The City Council's next work/study session is scheduled for Thursday, April 2, 2015 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) Police Department Employee Recognition, 2) Review of Communication Action Plan (Tentative), 3) Review of Comprehensive Plan Revised Capital Facilities Element Update, 4) Update on Emergency Services Update, 5) Fourth Quarter 2014 Financial Report and Performance Measures, and 6) Review Department's Workplans.

## **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 228<sup>th</sup> Street SW on Wednesday, April 8, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

## **ADMINISTRATIVE SERVICES**

- **Solid Waste Collection:** Since the early 1970s, the city has required all property owners in Mountlake Terrace to use a contracted garbage service. As part of this program, in the months ahead Waste Management will be reaching out to Mountlake Terrace residents who are not paying for collection services to inform them of the need to set up an account.

## **COMMUNITY RELATIONS**

- **Request for Proposals (RFP) for Web Redesign:** On Friday, March 6, the City of Mountlake Terrace advertised an RFP for experienced website design firms to redesign, develop and implement a new city website utilizing content on the existing website, as well as new information and features. The deadline to submit a response is Friday, April 3, 2015 at 4:30 p.m. More information can be found on our website under "For Businesses", "Request for Proposals/Bids".

- **Snohomish Pie Company Grand Opening:** Join Mayor Jerry Smith, City Councilmembers and City Manager Arlene Fisher as we cut the ribbon on another new business in Mountlake Terrace! This Saturday, March 14 (Pi Day 3.14), city officials and Snohomish Pie Company will celebrate their grand opening with a ribbon cutting ceremony at 1pm. Located in the West Plaza at 5602 232<sup>nd</sup> Street SW between Double DD Meats and Romios, Snohomish Pie Company will also serve cinnamon rolls, cookies, sandwiches, soups and salads. The company has served pies in their Snohomish location for 19 years and this will be their second location. Snohomish Pie Company has been ranked #2 on King 5 Best of Western Washington in the “Best Desserts” category the last four years in a row! Maybe we can help them reach #1! Let’s celebrate this new business!!

## **COMMUNITY AND ECONOMIC DEVELOPMENT**

- **Atworth Commons Preliminary Plat and Planned Unit Development:** On Monday, March 2, 2015, the City Council approved, with conditions, a preliminary plat and concurrent planned unit development to subdivide a 4.35-acre site into 31 single family residential homes and three open space areas. The planned unit development was requested to allow lots ranging in size between 2,628 sf. and 4,700 sf., a bonus density in the number of single-family residential units from 22 units to 31 units, variation in building setbacks, lot coverage, among others, and a reduction in street right-of-way and pavement widths. Homes will range in size between 2,000 and 3,235 sf. Two of the three open space areas, totaling over a quarter of the total site area, are proposed for passive use (such as walking, reading, etc.), and one open space is proposed for active use (such as Frisbee, rollerblading, bike riding, among others).
- **Fire Service Benefits Charge:** Snohomish County Fire District 1 (FD1) will be presenting voters with a proposed **Fire Service Benefits Charge** as an alternative means of taxation/funding. This will shift the burden of fire department costs borne by single family taxpayers to a commercial base taxation using building use and area, for which most fire resources are required. FD1 will be raising public awareness as the vote will be coming in 2015.
- **New World Emergency Dispatch:** A computer aided dispatch process for emergency response will “go live” on June 8, 2015. The process will be supported by *New World*, a technology software package that includes a record management system. New World - ten years in the making - will be utilized by every police and fire agency in Snohomish County.
- **Code Limitations on Driveway Length to be Reviewed:** As follow-up to the adoption of the new Title 17 Subdivision Code, staff will immediately begin the process to review and recommend amendments to the driveway standards in the transportation code. This will address the current restriction on the length of driveways permitted for townhouse developments. This issue came to light during the update to the subdivision code because townhouses can otherwise be developed under the fee simple unit lot subdivision provisions of the new subdivision code. However, it was discovered that the current restriction in the transportation code on driveway lengths could adversely limit the ability to develop a townhouse development on larger and/or deeper properties.
- **Projected Occupancy Date for Vineyard Park:** The Vineyard Park of Mountlake Terrace assisted living facility is moving closer to occupancy. As of March 4, 2015, all outstanding

fees and charges associated with the development have been paid to the city, including connection charges to the city's regional storm water facility. It is expected that remaining items to be completed, including landscaping and streetlights, will be secured through a performance bond to allow issuance of a temporary certificate of occupancy (TCO). The TCO is scheduled to be issued on Friday, March 6. Furnishings have already been delivered and marketing of the project has occurred during construction, so immediate tenancy is expected.

- **Gateway TOD Development Update:** A request for a Certificate of Planned Action Ordinance Consistency, along with an environmental checklist, was submitted on March 3 as the first formal application pertaining to the Gateway TOD development proposal beyond the pre-application conference held in early January. The purpose of the Planned Action Ordinance Certificate is to confirm whether the development as defined in the application is consistent with development allowed under the Planned Action Ordinance (PAO). If the project is found to be within the scope of the Planned Action Ordinance, no additional environmental analysis will be required except as specified in the PAO. Staff expects to make a determination of PAO consistency the week of March 9. In addition to the PAO Consistency application, the developer will also be able to apply for an amendment to the Gateway Place binding site plan now that the new subdivision code has been adopted (effective March 11). The binding site plan amendment will be necessary to carve off the Lot 8 portion of the Gateway Place binding site plan so that it can be merged with the Gateway TOD development site. The process for amending the existing binding site plan is defined in the new subdivision code.

## **ENGINEERING SERVICES UPDATES**

- **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. Bids have been opened and the project is being recommended for award at the March 16 City Council meeting.
- **Main Street Revitalization Project:** 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. KPG is currently working on the 90% plans, specifications, and estimate. Universal Field Services is currently working on right-of-way activities. Design is anticipated to be complete in mid 2015.
- **216<sup>th</sup> Street SW Storm Improvements (52<sup>nd</sup> Avenue to 53<sup>rd</sup> 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 storm system, concrete curb and gutter, and paving work is complete. Minor restoration and some utility repair work remain. Expect lane closures during utility repair, but no detours.

- **North Side Water Main Improvements:** This project will construct approximately 6,500 linear feet (1.2 miles) of new 6-inch, 8-inch, and 12-inch diameter ductile iron water main, together with 13 fire hydrants and 66 water services. This project replaces undersized and/or deteriorated water mains to provide adequate fire flows and system reliability consistent with the City's Comprehensive Water System Plan. The work will take place within 215<sup>th</sup>/216<sup>th</sup> Streets between 61<sup>st</sup> and 66<sup>th</sup> Avenues, 56<sup>th</sup> Ave W between 216<sup>th</sup> and 220<sup>th</sup> Streets, 218<sup>th</sup> and 219<sup>th</sup> Streets west of 58<sup>th</sup> Avenue W, and in 54<sup>th</sup> Avenue W and 216<sup>th</sup> Street SW from 214<sup>th</sup> Street to 56<sup>th</sup> Avenue W. Work is being completed at 218<sup>th</sup> and 219<sup>th</sup> Streets and is beginning at 56<sup>th</sup> Avenue W the week of March 16. This project is expected to be completed in summer 2015.
- **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. During the week of March 16, the contractor will be working on the north side of 236<sup>th</sup> Street at the 53<sup>rd</sup> and 52<sup>nd</sup> Avenue intersections. Some daytime road closures at 52<sup>nd</sup> Avenue will be necessary. Detours will be posted. Work is expected to be complete this spring.

### **RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES**

- **St. Patrick's Day Specials:** Along with our espresso specials all next week (16oz Irish Cream Dream or Nutty Irishman for \$3.00) we will be offering a pool promo ON St. Patrick's Day, 3/17. If a drop-in swimmer is wearing green, they get \$1.00 off their leisure pool, river or lap lanes admission. Discount will not apply to happy hour.
- **Ballinger Park Master Planning Process:** The kickoff meeting for the staff team and Berger was this past Wednesday, March 11. The upcoming schedule and scope was reviewed as well as previous documents and meetings held regarding the park project.
- **NEW Precor Recumbent Bike:** The Recreation Pavilion has a new Precor Recumbent Bike! It arrived on March 5 to replace the eight-year-old bike that was too expensive to fix. Stop by and check out the latest addition to the cardio room that includes a Precor Treadmill, AMT, Elliptical, a Concept II Rower and dumbbells.
- **Summer Camp Registration:** Summer Camp registration began Monday, March 9. We are offering many different camps this summer including MLT All-Stars and Majors, Junior Kids Krew camp, Sports Camps, and Dance Camps. Also, NEW this year, we are offering Safety Camp at the Pavilion and Culinary Camp at Red Onion Burgers.
- **Adult Sport Leagues:** Spring Softball registration ended March 8. The Manager's Meeting was held on March 11. Leagues start the week of March 22. Basketball registration is open through March 22. Games begin April 6. Volleyball Registration also closes March 22. Games begin April 7. For more information about adult sport leagues, contact the Recreation Pavilion at (425) 776-9173.
- **Pool Rental:** Aquatics picked up three more days of pool rental from Shorewood Water Polo this week. Scuba continues to be active in after-hours rentals.

- **Swim Lessons:** The second session of weeknight swimming lessons began on Monday, March 9 and is at 83% capacity and Tuesday began on March 10 at 84% capacity.
- **Weekends Rentals and Swims:** Aquatic staff is reporting that Recreation Swims and Rentals are staying very busy since reopening with full recreation swims and maxed out rentals.
- **Group Swims for Summer 2015:** Fourteen different groups have set up their reservations for Recreation and Camp Swims for summer. Larger groups of 10 or more from YMCA's, Boys & Girls clubs and various other summer programs can call Aquatic Supervisor Rose Ploeg to reserve spots for their group during the afternoon Recreation Swim or the Camp Swim Monday through Friday.

## **POLICE DEPARTMENT UPDATES**

*(March 4, 2015 to March 10, 2015)*

<b>Agency Assists</b>	<b>Brier</b>	<b>Edmonds</b>	<b>Lynnwood</b>
Year to Date	16	9	9
Week	1	1	1

<b>Patrol Statistics</b>	<b>Week</b>	<b>Year to date</b>
Police Reports	65	672
Arrests / Misd. / Felony	12	184
Traffic Infractions	66	891
Verbal Warnings	59	759
Traffic Collisions	5	59
DUI's	0	8
FIR'S	13	204

<b>Burglaries</b>	<b>Commercial</b>	<b>Residential</b>
22200 64 <sup>th</sup> Ave W		X
6400 227 <sup>th</sup> St SW		X

<b>Investigations</b>	<b>Assigned / Week</b>	<b>Closed / Week</b>	<b>Assigned YTD</b>	<b>Closed YTD</b>
Cases (Including DV)	2	10	53	42

### **Vehicle Thefts/Recoveries/Prowls**

- 5300 218<sup>th</sup> St SW                      Vehicle Theft
- 21500 50<sup>th</sup> Ave W                      Vehicle Theft
- 5000 236<sup>th</sup> St SW                      Vehicle Theft
- 4000 212<sup>th</sup> St SW                      Theft from Vehicle
- 5300 218<sup>th</sup> St SW                      Theft from Vehicle

- 4100 236<sup>th</sup> St SW                      Theft from Vehicle
- 4900 216<sup>th</sup> Pl SW                      Theft from Vehicle
- 5900 228<sup>th</sup> St SW                      Stolen Vehicle Recovery
- 7601 Lk Ballinger Way                Stolen Vehicle Recovery
- 21300 52 Ave W                        Vehicle Prowl

**Significant Incidents:**

- None this week.

**Detective Unit Update:**

- The Mountlake Terrace Police Detectives were able to connect four cases to a prolific car prowler who had previously been arrested for burglary and theft. The suspect in these cases was identified using blood evidence and video surveillance. Charges in the four cases have been forwarded to the Snohomish County Prosecutor for review.
- Follow-up...A sex offence case from last year involving a suspect who beat up his girlfriend, violently raped her and then photographed the incident plead guilty and was sentenced to 10 years in prison.

**Other items of interest:**

- Chief Wilson, Commander Hansen and Detective Sergeant Haynes attended the Northwest Leadership Seminar in Portland Oregon last week.

**Code Enforcement Property of the Week:**

On 3/6/15, Code Enforcement received a complaint of a property located in the 24200 block of 44<sup>th</sup> Avenue W with code violations. Code Enforcement responded, inspected the property, and observed miscellaneous junk, debris and old furniture on the front porch area of the property. Also observed in the side yard of the property was an old tree that appeared to be cut up but left sitting for an extended period of time as well as an old pile of wood and branches that can harbor or attract rodents. These are violations of MTMC 8.15.040I-accumulations of broken or neglected items, litter, salvage materials, and junk not in an approved enclosed structure, in the front, back, or side yards of the property, MTMC 8.15.040H-all broken or discarded household furniture, furnishings or equipment, or any appliances not in an approved enclosed structure, in the front, side, or back yard of a property and MTMC 8.15.040A6-woodpiles that are not properly stacked or accumulations of wood debris, such as branches, that could become a fire hazard or harbor rodents. A code violations case was initiated and notice sent to the property owner. Code Enforcement will perform a follow up inspection on 3/20/15.



## **NEWS RELEASES**

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

- MLT Planning Website Redesign
- Snohomish County Pie Company Opening on Pi Day
- Celebrate Earth Day at Ballinger Park April 25
- Mountlake Terrace Recruiting for Boards and Commissions
- T. J. Becerra Photography Exhibit Opens April 1

## **MARK YOUR CALENDARS**

- April 11, 9:00 a.m.-12 p.m., April Pools Day, Recreation Pavilion
- April 25, 9:00 a.m.-12 p.m., Earth Day Volunteer Cleanup, Ballinger Park
- June 23-26 – AWC 2015 Annual Conference: Engaging Future City Leaders, Wenatchee
- September 23, 7<sup>th</sup> Annual Evergreen Award Program, Ballinger Clubhouse
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
  - March 19 – Location Lynnwood Convention Center
  - April 16 – Location TBD
  - May 21 – Location TBD
  - July 16 – Location TBD
  - August 20 – Location TBD
  - September 17 – Location TBD
  - October 15 – Location TBD
  - November 19 – Location TBD

Sincerely,

ARLENE FISHER  
City Manager  
City of Mountlake Terrace