

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

March 20, 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 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) Review Communications Action Plan, 2) Review of Revised Capital Facilities Element Update, and 3) Fourth Quarter 2014 Financial Report and Performance Measures.

The City Council's next regular meeting is scheduled for Monday, April 6, 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) Snohomish County Tourism Bureau Annual Report, 3) Approval of Reactive Police Services Agreement with the City of Brier, 4) Update on Emergency Management Services, and 5) Review Departments' 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:** 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:** On March 14, over 200 residents, city officials and guests from at least 11 neighboring cities attended a ribbon-cutting event to celebrate the grand opening of Snohomish Pie Company in Mountlake Terrace. Mayor Jerry Smith, City Councilmembers, and City Manager cut the ribbon along with Snohomish Pie Company owners Jenny and Ryan Brien and their children. In anticipation of the “Pi Day 3.14” festivities around the country, loyal Mountlake Terrace residents and visitors started lining the sidewalk in front of the business more than an hour before the event. Jenny Brien stated, “This is a dream come true! Thank you to the City of Mountlake Terrace for the huge welcome and to everyone who showed up for the grand opening. We look forward to serving you for years to come!” 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 was issued on 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. The project was awarded to Taylor's Excavators Inc. at the March 16 City Council meeting and work is expected to begin in April.
- **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> Ave W, and in 54<sup>th</sup> Ave W and 216<sup>th</sup> Street SW from 214<sup>th</sup> Street to 56<sup>th</sup> Ave W. Work is being completed at 218<sup>th</sup> and 219<sup>th</sup> Streets and is continuing at 56<sup>th</sup> Ave W the week of March 23. 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 23, the contractor will be working on the north side of 236<sup>th</sup> Street at the 55<sup>th</sup> and 54<sup>th</sup> Avenue intersections as well as the driveway entrances to Forest Crest Playfield. Some daytime road closures at 52<sup>nd</sup> Ave may be necessary. Detours will be posted. Work is expected to be complete this spring.

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

- **Summer Craze:** The summer edition of the Craze Recreation Guide will be mailed on April 1 to all residents. Also, simultaneously our digital edition will be available at [www.crazedigital.org](http://www.crazedigital.org).
- **RPAC and Arts Workplan Presentations:** Both the Recreation and Parks Advisory Commission and the Arts Advisory Commission presented accomplishments and workplans to the city council at last Thursday's work session. Highlights for 2015 include the Ballinger Park Master Plan, the Recreation and Parks Open Space Master Plan update, potential concerts in the park in the summer, and the Arts of the Terrace in the fall.
- **RPAC New Commissioner:** Jim Ito was appointed to the Recreation and Parks Advisory Commission by the city council on March 16. Jim has extensive volunteer and professional experience. He is a firefighter and serves as President of MLT D.O.G.
- **Forest Crest Playfield sidewalk repairs on 236<sup>th</sup> Street:** Contractors are continuing their work on 236<sup>th</sup> Street sidewalks in front of Forest Crest Playfields entrance/exit over the next couple of weeks. Each will be demolished and then rebuilt separately and signed to allow for youth ball field access. The south access on 238<sup>th</sup> will still be open as usual.
- **Evergreen Playfields Playground Equipment:** The additional new playground equipment is being installed at Evergreen Playfields and should be completed over the next couple of weeks. This will be the second playground installed at this location (between Evergreen

Playfield #1 and Playfield #3 off 56<sup>th</sup> Ave. West) within the past year. Funding was provided by a Snohomish County Community Development Block Grant.

- **Ballinger Park Master Plan:** The planning process for the park will kick off on April 14, 6 pm at the Ballinger Clubhouse (Senior Center). Show up and let your ideas be heard! Be a part of the process to shape the park. Questions about the process? Call Jeff Betz at (425) 640-3101.
- **Earth Day Community Cleanup:** Saturday, April 25 from 9 a.m. to 12 noon, community volunteers will gather at Ballinger Park for an Earth Day Community Cleanup. Volunteers are encouraged to register groups with Parks and Property Management Superintendent Ken Courtmanch at (425) 776-1811. Please bring small hand tools and your own work gloves.
- **April Pools Day:** Saturday, April 11 is April Pools Day at the Recreation Pavilion. This annual event is sponsored by Swedish Edmonds Hospital and Edmonds Family Medicine. The focus of this event is water safety and fun! Prizes, Free Swim, First Aid, Water Safety Tips, Lifejacket Demos, and more! Come check it out. (425) 776-9173 x 0 for more questions.
- **ADA Path at Ballinger Clubhouse:** The Clubhouse ADA ramp and pathway were completed last week. Pressure washing and painting will be completed by the end of next week. The improvements will add a couple of new ADA marked parking spaces as well as refreshing all of the lines on the west side of the parking lot with a pedestrian crosswalk area.
- **WRPA Aquatics Retreat/Training:** On March 19, Aquatics Supervisor Rose Ploeg attended the Washington Recreation and Parks Association's aquatics meeting. This group is planning the upcoming retreat and training to occur later this fall.
- **Forest Crest Fencing:** The southern fence line at Forest Crest Playfields is being repaired next Wednesday and Thursday. That section of fencing is currently over 30 years old.
- **Eagle Scout:** Ryan Trueb has installed an overhead glider as part of his Eagle Scout Project at Firefighters Park. He will complete the process this weekend by installing the moving parts as well as the park grant funding sign.
- **Girl Scout Troop 43752:** The girl scouts have chosen to install benches and the Matt Hirvela commemorative plaque at Bicentennial Park as part of a community service project. The scouts will be accomplishing this project this spring.
- **Quarterly Dance and Fitness:** Classes are starting their spring sessions March 30 and May 4. We are particularly excited to be offering lunchtime Zumba at the Ballinger Lake Clubhouse Mondays and Wednesdays at 10:30. Don't miss out on this opportunity to have a workout party with Vidette in one of our most beautiful facilities. We also offer zumba kids classes on Saturday mornings at the pavilion.
- **Couch to 5K:** Everyone loves Tour de Terrace and this year the pavilion fitness department is supporting Cedar Way Elementary Parent Teacher Organization (PTO) and Tour de Terrace in their annual 5K fun run fundraiser. Our Couch to 5K is starting May 4, on Mondays and Wednesdays from 7:30 to 8:30 p.m. at the pavilion to get you prepared for the

Tour De Terrace run on Saturday July 25. For more information, contact Chloe Davenport (425) 640-3107 / [cdavenport@ci.mlt.wa.us](mailto:cdavenport@ci.mlt.wa.us).

- **Summer Dance and Fitness:** Classes and camps are open for registration. Seven weeks of summer programs start July 6. We are offering dance camps for ages 3-18 and weekly dance and fitness classes for all ages. Styles of dance and fitness include Ballet, Tap, Jazz, Modern Dance, Hip Hop, Irish Step, Hawaiian Hula, Couch to 5K, Boot Camp, Yoga, Zumba, and Fit 4 Baby. Check out all the details at [www.crazedigital.org](http://www.crazedigital.org) or visit our website [www.mltrec.com](http://www.mltrec.com) and click on the link.
- **The Mountlake Terrace Dance Academy:** The Dance Academy will be producing its own version of "The Secret Garden" for this year's spring recital. Look for ticket sales in May for our two June 13 performances at the Mountlake Terrace High School Theater. For more information, contact Chloe Davenport (425) 640-3107 / [cdavenport@ci.mlt.wa.us](mailto:cdavenport@ci.mlt.wa.us).
- **Youth Training:** On Tuesday March 17, Recreation Programmer Tracie Neal and Recreation Leader II Anne Ford attended training on assessments and screenings for preschool classes. They talked about the importance of early intervention being the key to a successful start in a young child, testing their social and emotional skills as well as their cognitive skills. This is a great way for the preschool teachers to get a head start in getting to know their students; this also builds a bridge between parent and teachers as well.

**POLICE DEPARTMENT UPDATES**

*(March 11, 2015 to March 17, 2015)*

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	17	9	10
Week	1	0	1

Patrol Statistics	Week	Year to date
Police Reports	67	739
Arrests / Misd. / Felony	22	206
Traffic Infractions	66	957
Verbal Warnings	52	811
Traffic Collisions	9	68
DUI's	0	8
FIR'S	18	222

Burglaries	Commercial	Residential
No burglaries reported		

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	9	7	62	49

## Vehicle Thefts/Recoveries/Prowls

- 6300 St. Albion Way Vehicle Theft
- 5800 242<sup>nd</sup> Street SW Vehicle Theft
- 4200 236<sup>th</sup> Street SW Vehicle Theft
- 5200 242<sup>nd</sup> Street SW Vehicle Theft
- 6100 St. Albion Way Theft from Vehicle
- 6200 St. Albion Way (x2) Theft from Vehicle
- 5400 212<sup>th</sup> Street SW Theft from Vehicle
- 5100 236<sup>th</sup> Street SW Theft from Vehicle
- 5900 214<sup>th</sup> Street SW Theft from Vehicle
- 23100 51<sup>st</sup> Avenue West Theft from Vehicle
- 4300 212<sup>th</sup> Street SW Theft from Vehicle
- 24300 43<sup>rd</sup> Place West Theft from Vehicle
- 6000 244<sup>th</sup> Street SW Theft from Vehicle
- 24300 56<sup>th</sup> Avenue West Stolen Vehicle Recovery
- 6000 244<sup>th</sup> Street SW Stolen Vehicle Recovery

## Significant Incidents:

- On 03-11-2015 at 3:18 a.m., Mountlake Terrace Patrol Officers responded to the 6000 block of 244<sup>th</sup> Street SW in regards to a stolen vehicle report. While conducting their investigation, the officers learned that a female at the Studio 6 Motel was possibly being held against her will by another male occupant. Further investigation revealed the adult male occupant had a felony escape warrant out for his arrest and a female was in the room. The Patrol Officers soon attempted to contact the male subject in the motel room but were unsuccessful when he closed and locked the door on them. After several attempts to convince the male subject to open the door were unsuccessful, the officers were able to unlock the door with a key. The male occupant was taken into custody without incident. He was booked for his warrant, unlawful imprisonment, and resisting arrest. No damage or injuries reported.
- On 03-13-2015 at 10:23 p.m., Mountlake Terrace Patrol Officers responded to an assault in progress in the 5900 block of 214<sup>th</sup> Street SW. Upon arrival, the victim, identified as a 30-year-old male Mountlake Terrace resident, stated he was stabbed twice by an unknown suspect in his driveway. The victim had two stab wounds to his arm. The suspect was said to have fled on foot prior to arrival of the officers. The victim was uncooperative and declined to offer any additional assistance. Two witnesses who were also on scene declined to offer any assistance. The victim was transported to the hospital by aid personnel.
- On 03-16-2015 at 4:23 p.m., Mountlake Terrace Patrol Officers responded to the robbery that just occurred at the Studio 6 - 6000 block of 244<sup>th</sup> Street SW. A 20-year-old male victim reported being robbed at gunpoint in his motel room. There was a 10-minute time delay in reporting the crime to the police. The suspect was described as a tall black male who was accompanied by two heavily tattooed women. The male suspect punched the

victim and then pointed a handgun at him while one of the females took his \$200 cash, cigarettes, and phone from his person. The victim had a minor injury to his face. The suspects fled the scene prior to the arrival of the officers.

- On 03-16-2015 at 6:33 p.m., Mountlake Terrace Patrol Officers responded to a hit and run collision in the 22100 block of 64<sup>th</sup> Avenue West. During the investigation, the officers learned that the driver of the hit and run vehicle had threatened to shoot his cousins, threw a tire iron at a parked car in their driveway, and then left for his home. The cousins who were threatened believed the threat was legitimate and were truly in fear of the suspect. Probable cause was developed for DV-Harassment, DV-Malicious Mischief, and Hit and Run. Once the officers arrived at the suspect's residence (22400 block of 207<sup>th</sup> Place SW) they observed the suspect exit his vehicle and run into the house. A brief standoff occurred between the police and the family members. After several minutes of negotiations through an open window, the suspect soon exited the home. The suspect was then taken into custody without incident and transported to Snohomish County Jail. The suspect's charges were DV-Felony Harassment, DV-Felony Malicious Mischief, and Hit and Run.
- On 03/17/2015 at 7:00 p.m., Premera Blue Cross Security notified the Mountlake Terrace Police Department of possible protests relating to the recent Premera data breach. As of 03-17-2015, they had not received any credible threats made to the company or their employees. There were no planned demonstrations or any known groups looking to demonstrate or protest against Premera. Security also informed us that they have a plan to work with the protesters and they will notify the police department for assistance if needed.

#### **Detective Unit Update:**

- The King County Medical Examiner determined the female passenger who died following a vehicle collision at 230<sup>th</sup> Street SW and 58<sup>th</sup> Avenue West on 01-28-2015 died from multiple internal injuries. No criminal charges were referred on either driver. The driver of one of the vehicles was referred to the Department of Licensing for a driving evaluation.
- The Mountlake Terrace Police Detectives continue to work with the Everett Police Department in identifying and arresting participants in a robbery that occurred on 02-18-2015 at the Studio 6 involving gems. A second suspect was identified and later arrested.

#### **Other items of interest:**

- Nothing of interest this week.

#### **Code Enforcement Property of the Week:**

This is an update to the ongoing enforcement regarding a property located near the 5800 block of 225<sup>th</sup> Place SW, which has had a lengthy history since 2005 of ordinance violations involving junk, debris and inoperable vehicle(s), and vehicle(s) located on unimproved surfaces. Mountlake Terrace Code Enforcement previously cited both property owners with civil penalties, and advised them that they were both facing criminal misdemeanor charges unless their property was compliant with City nuisance codes. In January 2009, Mountlake Terrace Code Enforcement

inspected the property in order to see if any improvements had been made, but the property remained non-compliant. As a result, Mountlake Terrace Code Enforcement issued criminal citations to both residents for maintaining nuisance conditions, but both residents' failed to appear for court. In March 2009, bench warrants were issued out of South District Court. On May 2010, one of the residents was arrested and booked on the above warrant. After release, many of the junk, inoperable vehicles had been removed from the property except two vehicles and debris located within the carport. The defendant decided to enter a plea of guilty to one (1) count of "Nuisance prohibited" under conditions of he'd become compliant with City nuisance codes. The Court ordered the defendants to remove both remaining junk vehicles. In May 2011, I contacted the prosecutor advising the Court that both junk vehicles had been removed. Both residents' continued to have ongoing hoarding issues resulting in large amounts of items being accumulated inside their home. Over the next few years, the resident's began to move boxes and debris from the home into the carport. In August 2014, the home went into default and eventually foreclosed. A bank took possession of the home December 2014. As a result, Mountlake Terrace Code Enforcement sent numerous violation notices to all parties having interest in the property. In February 2015, the bank responded to Mountlake Terrace Code Enforcement, and immediately contracted with a maintenance company to clean-up the property. On March 2015, cleanup of the property resulted in disposal of one junk vehicle, multiple electronics including several television monitors, and large amounts of miscellaneous junk and debris.





## **NEWS RELEASES**

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

- Don't Miss April Pools Day
- Ballinger Park Master Plan Community Meeting April 14
- Recreation and Parks Advisory Commission Report to Council
- Lakeview Trail Project Contract Awarded
- Nominations for Annual Evergreen Awards Open
- Council Approves Ness MLT's New Hearing Examiner
- Arts Advisory Commission Presents Report to Council

## **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*)
  - 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