

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

May 15, 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, May 18, 2015 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) Public Hearing and Adoption of Amendment to Driveway Standards Ordinance.

The City Council's next special work/study session is scheduled for Thursday, May 28, 2015 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 2015 Budget Amendments and 2014 Budget Carryovers Ordinance (Tentative) 2) Continued Review of 2015 Comprehensive Plan, 3) Discuss Transportation Impact Fees, 4) Review of Economic Development Strategy, 5) Review of Communications Plan, 6) Discuss 2015-2017 City Council Goals, and 7) Review of Recommendation for Website Redesign Contract.

COMMUNITY MEETINGS AND EVENTS

- **Mountlake Terrace Elementary School Safety Program:** Friday, May 8, the city sent staff members to speak to 4th, 5th, and 6th graders serving as patrols. Sergeant Scott Burkett, Officer Eric Jones, Traffic Engineer Janet Hall and City Clerk/Community Relations Director Virginia Olsen spoke about their roles in helping to make our community even safer for traffic, bicycles, and pedestrians. This discussion is part of a school project in which the patrols examined current laws, codes, and regulations that are already in place. The panel answered questions about what the city has done with regard to vehicle, bicycle, and pedestrian safety and what is planned in the near future.
- **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, June 10, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

COMMUNITY RELATIONS

- **Website Redesign:** The Communications Division along with IT Services has been quite busy working on this project. The RFP netted 15 responses and five firms were interviewed. Second interviews were conducted with four of the firms and currently we are reference checking with numerous agencies to see how satisfied they are with the product and the

service they receive. The new website will have many communication features that we are very excited to offer our citizens and our community. Once a vendor is selected, the scope of services will be finalized and included in the contract. The City Attorney has drafted a professional services agreement and the Council will award the contract on June 1.

- **Evergreen Awards:** Nominations are open for the seventh Annual Evergreen Awards. The program builds the community's pride, enhances the community's image, and promotes conservation. Nomination forms are available online at www.cityofmlt.com and at city facilities; they will be accepted through May 23, 2015. This time of year, we are in the field taking photos of the nominated properties.
- **Volunteer Boards and Commissions Recruitment:** The city is recruiting citizens to serve on its Boards and Commissions to help organize events, inform and advise the City Council, and get involved in the community. Volunteers use their time and talents to promote Mountlake Terrace and its events like National Night Out and Arts of the Terrace. Applications are due May 22, 2015. Visit the city's website for more details and an application at www.cityofmlt.com, click on For Residents/ Advisory Boards & Commissions or contact Virginia Olsen, City Clerk/Community Relations Director at (425) 744-6206 or volsen@ci.mlt.wa.us.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Comprehensive Plan Update Public Hearing May 26:** The 2015 update of the Comprehensive Plan will be considered by the Planning Commission at a public hearing on May 26, beginning at 7:00 p.m. at the Mountlake Terrace Interim City Hall. **A public hearing will also be held at City Council's Monday, June 1 meeting and remain open for additional comments until June 15, 2015.** A public open house on a "major" update to the City's Comprehensive Plan was held April 27. The update covers the next 20 years, 2015-2035, based on the projected population and job growth by 2035. The Plan addresses economic development, the environment, housing, land use, transportation, recreation, parks and open space, capital facilities and utilities. Draft updates to each element of the Comprehensive Plan have been reviewed by the Planning Commission and the City Council at a combined total of 24 meetings over the past 18 months. A special website (www.cityofmlt.com/majorupdate) provides more information on the update and the draft elements. The update is due to the state by end of June.
- **Atworth Commons:** Atworth Commons, the 31 Lot Planned Unit Development at 5601 216th Ct W, continues to make progress on project site clearing and grading. Excavation has begun for the construction of the stormwater facility that will provide stormwater retention and water quality for both the Atworth Commons and Brighton School projects, in compliance with Department of Ecology requirements.

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 a majority of the construction costs. During the week of May 18, the contractor will be continuing clearing, grading and retaining wall construction operations and working on the storm system within the roadway area. Expect lane closures but no detours on 228th Street SW/Lakeview Drive/236th Street SW from the Interurban Trail to I-5. On-street parking restrictions are in place for Monday – Thursday. Normal work hours are 7 a.m. to 6 p.m., Monday – Thursday. Expect delays. Use of alternate routes is recommended.

- **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 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. The storm system, concrete curb and gutter, and paving work is complete. Some utility repair work remains, which may require lane closures, 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 215th/216th Streets between 61st and 66th Avenues, 56th Ave W between 216th and 220th Streets, 218th and 219th Streets west of 58th Ave W, and in 54th Ave W and 216th Street SW from 214th Street to 56th Ave W. During the week of May 18, work is continuing at 56th Ave W and 216th Street. A detour will be in place for 216th Street SW between 54th Avenue W and 56th Avenue W during daytime work hours. A uniformed officer may be at the intersection of 220th and 56th as required. 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. The contractor has received substantial completion and will be finishing some punch list items during the rest of May.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Swimming Instruction:** The new session of weeknight swimming lessons began this week. Monday/Wednesday lessons are at 87% capacity, and Tuesday/Thursday at 88% capacity. Some of the new instructors hired last session are now teaching some of their own classes and continue to train to be ready for summer session. The seasonal staff is starting to return to help out with subbing during high school graduation time.

- **Dog Obedience:** Both Basic and Intermediate Classes are meeting this session. Basic obedience meets on Monday nights from 7:30-8:30 with Intermediate class meeting on Wednesdays from 7:30-8:30 p.m. The next sessions will begin in July after the holiday weekend. On Saturday, June 6, the American Red Cross Dog First Aid/CPR class will be held at the Pavilion in the Jungle Room from 9:30 a.m. to 12:00 p.m. Registration is currently open for this class. It will teach participants how to be prepared for emergencies that involve a dog and how to protect themselves and the dog from further harm. Fees are \$48 for Mountlake Terrace Residents and \$53 for non-residents. All participants will receive the American Red Cross Dog First Aid Manual and DVD.
- **Pavilion Spotlight:** The Recreation Pavilion will host the **Mountlake Terrace Library** on Saturday, May 16 from 9 a.m. to 1 p.m. Library staff will have a table set up in the Pavilion lobby with flyers, brochures and information about their upcoming events and programs.
- **Youth Programs Grant:** On May 12, Youth Programs received a \$1000.00 grant from the Bill and Melinda Gates Foundation for all childcare programs that are participating in the Early Achievers Program. The Preschool Teachers will be able to spend some money on program supplies for their classrooms to enhance the quality of the programs.
- **Ballinger Park Community Visioning Meeting #2:** The second meeting for the park will be held on Tuesday, June 2 at 6:30 p.m. at the Ballinger Clubhouse, 23000 Lakeview Drive.
- **Recreation Pavilion Improvements:** The second phase of the HVAC unit over the youth programs/cardio/staff office wing of the Pavilion has been repaired. This will allow for proper heating and cooling of this wing. In addition, faucets in the men's locker room were replaced with new metered faucets. The old faucets were seeing considerable deterioration due to the pool environment.
- **Therapy Pool Final Grant Report:** The final report highlighting expenses for the full cost of \$75,000 to build a new therapy pool with lift at the Pavilion was submitted to Verdant Health Commission.
- **MLT Boosters Community Event at Mountlake Terrace High School:** The city participated in an MLT Boosters event at the High School on May 2. Programmer Tracie Neal and Coordinator Jake Crouch attended and answered questions about both employment and recreation opportunities at the city.
- **“Stranger Danger” Presented to Youth Program Participants:** On Monday, May 4, Danielle Singson and Officer Jones of the Mountlake Terrace Police Department came and spoke to the youth programs offered here at the Pavilion. They spoke to the children in the programs about “stranger danger” and how to keep themselves safe when home alone or out in public. The children participated in question and answer time and were able to see Officer Jones’ traffic motorcycle up close and personal. See the attached photos of our wonderful Police Department sharing their knowledge with the children these programs.



POLICE DEPARTMENT UPDATES

(May 6, 2015 to May 12, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	32	118	13
Week	1	0	0

Patrol Statistics	Week	Year to date
Police Reports	61	1226
Arrests / Misd. / Felony	19	311
Traffic Infractions	57	1585
Verbal Warnings	50	1292
Traffic Collisions	8	111
DUI's	0	12
FIR'S	17	346

Burglaries	Commercial	Residential
7116 220 th St. SW	X	

Investigations		Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)		6	10	116	83

Vehicle Thefts/Recoveries/Prowls

- 5100 St. Albion Way Vehicle Theft
- 22107 64th AVE. W. Vehicle Theft
- 6017 244th ST. SW Stolen Vehicle Recovery
- 6302 221st PL SW Theft from Vehicle
- 5704 235th ST SW Theft from Vehicle
- 22803 55th Ave. W. Theft from Vehicle

Significant Incidents:

- A Mountlake Terrace Officer took a report from a female resident stating that she had been assaulted by her boyfriend on 5/8/15 at approximately 7:00 p.m. The female reported that the assault happened at her residence in the 23400 block of 54th Ave W, and that she had a no contact order with her boyfriend. The female stated that her boyfriend was still at the residence and that she did not feel safe. Officers responded to the residence in an attempt to contact and arrest the suspect. The suspect spoke with officers from behind the window and refused to exit the residence. For an extended period of time, officers attempted to get the suspect to exit with no success. Detectives were called out to write a search warrant for the barricaded suspect. While detectives were writing the search warrant, officers on scene were able to talk with the suspect who allowed officers to take him into custody without incident.

Detective Unit Update:

- Detectives completed a large-scale cyber-stalking case at the high school where charges were referred to the prosecutor.
- The investigations unit cleared ten cases this week, including several burglaries, thefts and harassment.

Other items of interest:

- None

Code Enforcement Property of the Week:

- On 4/14/2015, Code Enforcement followed up with a complaint from a neighbor regarding a property near the 21900 block of 54th Ave W, which involved a pickup elevated on blocks posing a safety hazard. When Code Enforcement arrived, they observed a gold Ford pickup under repair and elevated on bricks partially supported by jack stands on the public right-of-way. Code Enforcement issued a Notice of Violation to the property owner(s) in accordance with; 8.15.050.F-Leaving vehicles unattended on blocks, jacks, ramps, or otherwise elevated above the ground is prohibited, and 10.10.080.A.1-3 - Every vehicle standing or parked upon a roadway shall be: with the wheels parallel to and within 12 inches of the curb or as close as practicable to the curb; in the authorized direction of travel. On 4/29/2015, Code Enforcement followed up at the above location, noting the vehicle in violation had been removed.



NEWS RELEASES

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

- SW Transfer Station to Close for Repairs May 16-17
- Joan Kohl Painting Exhibit Opens June 1
- 2015 Arts of the Terrace Call to Artists Deadline August 30

MARK YOUR CALENDARS

- June 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 23-26 – AWC 2015 Annual Conference: Engaging Future City Leaders, Wenatchee
- July 24-26, Tour de Terrace, Evergreen Playfield Complex
- August 4, 6:00 – 9:00 p.m. National Night Out, Evergreen Playfield Complex
- September 23, 7th Annual Evergreen Award Program, Ballinger Clubhouse
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
 - 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