

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

June 5, 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, June 11, 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) First Quarter Financial Report and Performance Measures, 2) Discussion of BC/D Zoning Code Text Amendments Ordinance, 3) Review of Interlocal Agreement with Community Transit for Administering Commute Trip Reduction (CTR) Plans and Programs for the Period of 2015-2019, 4) Review of Emergency Services Coordinating Agency (ESCA) Interlocal Agreement Dissolution, 5) Review of City Council Subcommittee Recommendation for Board/Commission Members, and 6) Review of Recommendation for Website Redesign Contract.

The City Council's next regular meeting is scheduled for Monday, June 15, 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) Presentation of VISION 2040 Award by Puget Sound Regional Council, 2) Recognition of Mountlake Terrace Girl Scout Troop #43752, 3) Approval of City Council Subcommittee Recommendation for Board/Commission Members, 4) Award of Contract for SCADA System Improvements RFQ Development, 5) Award of Contract for Website Redesign, 6) Approval of Interlocal Agreement with Community Transit for Administering Commute Trip Reduction (CTR) Plans and Programs for the Period of 2015-2019, 7) Approval of Emergency Services Coordinating Agency (ESCA) Interlocal Agreement Dissolution, and 8) Continued Public Hearing and Adoption of 2015 Comprehensive Plan Ordinance.

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, June 10, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

ADMINISTRATIVE SERVICES

- **State Audit Reporting Requirement Deadlines Met:** City Finance staff completed the accounting reporting requirements mandated by the State Auditor's office on May 30. The State Auditor's office requires that all government entities file their annual reports within 150

days after the entity's fiscal year-end in accordance with RCW 43.09.230. The Finance staff also completed the filing reporting requirement deadline for SNOCOM.

COMMUNITY RELATIONS

- **Website Redesign:** Approval of a professional services agreement for website redesign services will be considered at the June 15 City Council meeting. Upon approval, staff will schedule a kickoff meeting with CivicPlus and the project will commence. The project timeline will be 4-6 months and a new modernized, user-friendly website with mobile capability and enhancements for civic engagement will go live by the end of the year.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Comprehensive Plan Update Public Hearing:** The 2015 update of the Comprehensive Plan was considered by the Planning Commission at a public hearing on May 26. **A public hearing was also held at City Council's Monday, June 1 meeting and will 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 June 8, the contractor will be continuing clearing, grading and retaining wall construction operations and working on the storm and illumination systems within the right-of-way. 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 that 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 June 8, work is continuing at 56th Ave W and 216th Street. There will be lane closures on 56th Avenue W, north of 220th Street SW, and on 216th and 218th Streets SW west of 58th Avenue W for pavement restoration during daytime work hours.. 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 next few weeks to close out the project.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds has begun construction of an extension of 228th Street SW from 76th Avenue W to SR99. This project will include new traffic signals at SR99/228th and at 76th/228th, and will also include reconstructing 228th Street/Lakeview Drive from 73rd Place W to the Ballinger Playfields. Work will not begin in the City of Mountlake Terrace portions of the project until August.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Dance Recital:** The Mountlake Terrace Dance Academy will be producing their own special 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 at (425) 640-3107 / cdavenport@ci.mlt.wa.us.
- **Adult Sports Leagues:** Summer softball registration ends June 7! The summer league begins the week of June 22. Games are played Sunday-Friday nights. Co-Ed, competitive and

recreational options are available. Summer Basketball league registration ends June 21. Leagues begin play July 14. For more information, or to register, visit www.mltrec.com, call (425) 776-9173, or email kwitte@ci.mlt.wa.us.

- **Summer Camps:** Summer Camp is right around the corner and the excitement is building! Planning and preparation are underway and registration is going strong with increased numbers in all day camps compared to last year. Our Majors camp for 1st and 2nd graders actually has over double the amount of children registered! Field trips are set, transportation is reserved and staff and children alike are pumped and ready for the sun. It's going to be a great summer!
- **Ballinger Park Master Plan:** The Master Plan meeting was held on June 2 at the Ballinger Clubhouse.
- **Summer All-staff meeting:** Recreation and Parks staff is gearing up for their annual summer all-staff training. This meeting is an excellent opportunity for staff to get to know each other and prepare for the busy summer season. The all-staff meeting will be Friday June 19 from 9 a.m.-12 p.m. at the Ballinger clubhouse.
- **Vending/Esspresso Options:** Come check out the Recreation Pavilion's new wide variety of beverages and snacks! We have new glass front vending machines! We have many more options, so there's something for everyone. If it's coffee you prefer, stop by our espresso stand and ask about our weekly special.
- **Free Swim Lessons for Third Graders:** If you have a 3rd grader who resides or goes to school within the boundaries of the Edmonds School District – you have this great opportunity to receive 3 sets of swim lessons for free. This free swim lesson opportunity is provided through a grant from the Verdant Health Commission. Contact the Recreation Pavilion for more information. The last water safety presentation took place on June 2 at Maplewood Elementary School. Coordinators Jake Crouch and Marisa Gruhn were the representatives for Mountlake Terrace. In addition to Maplewood Elementary, presentations were made at Mountlake Terrace Elementary, Terrace Park Elementary, Brier Elementary and Lynndale Elementary schools. These were well received by both the students and the P.E. Teachers. There will be a debriefing meeting with Edmonds School District and the three Recreation Departments to discuss if the outcomes expected were achieved.
- **Registration for Swim Lessons:** Priority Registration for those currently in swimming lessons will start June 8 and 9 for Monday/Wednesday and Tuesday/Thursday Afternoon lessons, Weekend Pre registration will be June 6 and 7. Morning swim sessions will transition to daily two-week sessions beginning June 22. During this summer weekend swimming lessons have been changed from one long session to two shorter sessions due to staff leaving for school and participants leaving on vacations, this may make it easier for everyone to schedule both swim lessons and vacations and not miss out. Registration will be available to those not currently in lessons on June 17 for Mountlake Terrace Residents and June 18 is Open and Online Registration.
- **Basic, Intermediate and Puppygarten Dog Obedience:** Classes are offered throughout the year. Dogs must have current vaccinations. The current session is underway and will meet through June. The summer session will begin after the July 4 holiday.

- **Marlins Summer Swim Team:** The Marlins are a recreational swim team for swimmers ages 6-18. We emphasize improvement of strokes, endurance and fun. We will compete in dual meets each week with other local summer swim teams from Edmonds, Lynnwood, Shoreline, Kirkland, Snohomish County and Everett. Practices are held Monday-Thursday and will begin Monday, June 22. The league championship meet will be held August 15.
- **American Red Cross Lifeguarding:** Class will meet June 15-19 at the Recreation Pavilion from 3-8:30 p.m. Learn to prevent and respond to aquatic emergencies in a swimming pool including victim recognition, surveillance, and equipment-based rescues.
- **Lifeguard Instructor Class:** Aquatic Coordinator Jake Crouch will be attending a Lifeguard Instructor class the weekend of June 13 and 14 to enable him to teach Lifeguarding, CPR for the Professional Rescuer and AED. This will help in offering both public classes and keeping staff current with their certifications.
- **New Aquatics Hire:** Austin Hedrick, who started June 1, is our new full-time Head Lifeguard/Swim Instructor. Once summer programs begin, he will be our opening head lifeguard.
- **Summer Specialty Camps:** We're introducing two NEW specialty camps this summer! Safety Camp, for children entering 1st – 3rd grade, will focus on how to be safe both at home and outside. This fun focused camp is June 22-26, Monday-Friday 9 a.m.-12 p.m. Culinary Camp, for teens ages 12-15, will teach safe food handling and preparation techniques in a hands on capacity at Red Onion Burgers in Mountlake Terrace. Shaun Richards, owner of Red Onion Burgers will be leading this class with help from Recreation Pavilion staff. Culinary Camp is July 6-10, Monday-Friday 1 p.m. - 4 p.m.

POLICE DEPARTMENT UPDATES

(May 27, 2015 to June 2, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	33	123	17
Week	0	0	0

Patrol Statistics	Week	Year to date
Police Reports	60	1384
Arrests / Misd. / Felony	17	353
Traffic Infractions	81	1776
Verbal Warnings	44	1453
Traffic Collisions	4	122
DUI's	0	13
FIR'S	10	374

Burglaries	Commercial	Residential
4400 221 st Place SW		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	11	18	137	107

Vehicle Thefts/Recoveries/Prowls

- 4400 212th St. SW Vehicle Theft
- 4300 236th St. SW Stolen Vehicle Recovery
- 23000 Lakeview Dr. Theft from Vehicle x2
- 22800 44th Ave W Theft from Vehicle
- 24200 44th Ave W Theft from Vehicle
- 21900 64th Ave W Theft from Vehicle
- 5000 212th St. SW Theft from Vehicle

Significant Incidents:

- On 5-29-15 at about 3:49 p.m., Mountlake Terrace patrol responded to a call where a white male drove up to the Latte Stand in the 21700 block of Hwy 99 with his genitalia fully exposed. The barista told the officer that the suspect may have been touching himself as he was watching her. The victim reacted by pouring coffee on the suspect and he drove away. The barista was able to provide officers with a vehicle license plate and description of the suspect. The investigation has been assigned to detectives.

Detective Unit Update:

- Detectives served a warrant on a vehicle that was impounded by patrol officers during a narcotics arrest. Heroin was located in the car and charges for possessing the drug have been forwarded to the prosecutor.

Other items of interest:

- Nothing this week.

Code Enforcement Property of the Week:

- Nothing this week.

NEWS RELEASES

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

- City Expands Terrace Creek Park
- MLT Dance Recital “The Secret Garden” June 13
- 2015 Arts of the Terrace Call to Artists Deadline August 30
- Comprehensive Plan Public Hearing Continues to June 15

- Join the Conversation Coffee with the City June 10
- Next Launch Lab June 10

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*)
 - 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