

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

September 18, 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, September 21, 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) Interim City Manager Oath, 2) Introduction of Finance Director Nanette Spear, 3) Presentation by Community Transit, 4) Presentation on Gateway Project, and 5) Approval of Interim City Manager Employment Agreement.

The City Council's next work/study session is scheduled for **Thursday, October 1, 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) Second Quarter Financial Report and Performance Measures (Tentative), 2) Review of Six Year Financial Forecast (Tentative), and 3) Review of Financial Policies (Tentative) and 4) Update on Traffic Safety Ordinance.

COMMUNITY MEETINGS AND EVENTS

- **Arts of the Terrace Juried Art Show:** The 37th Annual Arts of the Terrace Juried Art Show is set for Saturday, September 26 through Sunday, October 11, 2015 at the Mountlake Terrace Library, 23300 58th Avenue West. Sponsored by the Mountlake Terrace Arts Advisory 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 patrons' preview and artists' awards ceremony will be held Friday, September 25. The show opens to the public on Saturday, September 26.
- **National Prescription Drug Take-Back Day:** The City of Mountlake Terrace Police Department will be participating in the Drug Enforcement Administration's National Prescription Drug Take-Back Day on Saturday, September 26, 2015. Residents may drop off unwanted or unused prescription medications to Police Department staff between 10:00 a.m. and 2:00 p.m. at the police station located at 5906 232nd Street SW in Mountlake Terrace.
- **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 7, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Terrace at Park West Commences Site Work:** After more than two years of working through ownership changes, plan changes and site constraint issues, the Terrace at Park West project located at 21303 48th Avenue W. is commencing site work. The project is a 27-unit townhome development located behind the Axis Condominiums. A final decision on the Site Development Plan was approved on July 2, 2015. A clearing and grading permit was issued on Thursday, August 6, 2015. There are a few conditions of approval that have to be met before actual building permits can be issued but the conditions are minor and staff expects to be issuing full construction permits shortly. The approved clearing and grading permit will allow the developer to take care of the major site work during the dry season and keep the project on schedule. Once the foundations are in place, the applicant intends to subdivide the property through the fee simple unit lot subdivision process.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** A grant of \$2,080,280 is funding 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 by 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. During the week of September 21, the contractor will be working on the illumination systems, concrete curb, gutter, and sidewalk within the right-of-way and paving the trail. A retaining wall will be constructed along the north side of 236th Street SW west of I-5. The free right turn from westbound 236th Street SW to northbound 65th Place W is closed. Drivers need to proceed to the intersection and then make a right turn. 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 percent plans, specifications, and estimate. Universal Field Services is currently working on right-of-way activities. The city has received confirmation from WSDOT, PSRC, and the Department of Commerce that phasing of the project is acceptable and design and right-of-way acquisition will be completed with 236th as Phase 1 and 56th as Phase 2. 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 September 21, work will continue on 216th Street SW. The contractor will start on the west side of 66th and work eastward. Expect delays. At times there will be a uniformed officer directing traffic at the 216th/66th intersection while the traffic signal is in red flash mode. Use of alternate routes is recommended. On-street parking will be restricted during construction. Expect to be towed if you are parked in a No Parking zone. Normal work hours are 7:00 a.m. to 5:00 p.m., Monday - Friday. This project is expected to be completed in early fall.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds continues the 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. Edmonds contractor is expected to be working in the City of Mountlake Terrace portions of the project through the fall.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **The school year is off to a great start at the Recreation Pavilion:** All Kids Krew programs are full or almost full. Jr Kids Krew, Preschool and Kindergarten Readiness are also full and accepting families on a waitlist. Due to the popularity of both before/after school care and preschool this year, we are diligently working to expand some of our programs and open new classes, based on building space available. Stay tuned for more information!
- **37th Annual Arts of the Terrace:** Commissioners, volunteers and staff are busily preparing for the upcoming art show. The Artists Preview Party is Friday, September 25 and the show runs September 26-October 11 at the Mountlake Terrace Library.
- **Help Wanted in Recreation!:** Recreation positions that are currently available include Lifeguard (part time), Swim Instructor (part time), Before or After School Assistant, Preschool Assistant (part time), and Children's Dance Instructor (part time). They are posted on the website at <http://www.cityofmlt.com/cityServices/humanResources/currentJobs.htm>
- **Fall Sports Leagues:** Fall leagues have begun. Registration for winter leagues will begin November 16. Volleyball and basketball are available in winter. For more information, contact Kevin Witte at (425) 640-3105 or kwitte@ci.mlt.wa.us.
- **Kidz Love Soccer:** Kidz Love Soccer runs an acclaimed soccer program that lets kids have fun and learn important skills at the same time. This program emphasizes sportsmanship, effort, learning and most of all fun for all ages! Fall Session begins on September 20. Call (425) 776-9173 x 0 to register or for more information.

- **Racquetball Tournament:** Join this one-day racquetball tournament and compete against other players in the area. This fun tournament will allow you to test your skills! The Tournament will be held September 26. Registration deadline is September 23. Call (425) 776-9173 for more information.
- **Fitness and Dance for Adults:** We are offering some great fitness opportunities. Expecting mothers can join our “Fit 4 Baby” classes and get ready for all the excitement that childbirth and new babies bring while making friends. Also don't miss our new PiYo workout, a Pilates and Yoga based workout to music. Other classes include Tai Chi, Yoga, Turbokick, Boot Camp, and Stretch & Tone. We also offer great fun and fitness with dance. Dance classes for teens and adults include East Coast Swing, Ballet, Tap, and the ever popular Zumba!
- **Yoga and Dance for kids:** We offer energetic quarterly classes to toddlers and preschoolers. Parent/Toddler dance is for parents with kids 18 months to 3 years old, Family Yoga for ages 2-7 with their favorite adult, Creative Dance and Creative Pre-Ballet for preschoolers and half day Kindergartners.
- **Mountlake Terrace Dance Academy:** Registration is still open for all academy classes. Some just have a few spots left. If you want to participate in our December performance, get started right away so you're eligible for the show. Our yearly dance program runs the whole school year. Registration can be made by semester or for the whole year and can be pro-rated for a late start. Payment plans and scholarships are available. Ask the front desk for more information. Classes include Creative Dance, Creative Pre-Ballet, and Ballet levels I-V, Pointe, Jazz, Tap, Irish Step, Funky Kids and Hip Hop. See our Fall Craze for more information at www.crazedigital.org. Dance and Fitness Programmer Chloe Davenport is happy to answer your questions at (425) 776-9173 x1107 or cdavenport@ci.mt.wa.us.

POLICE DEPARTMENT UPDATES

(September 9, 2015 to September 15, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	64	40	26
Week	2	0	1

Patrol Statistics	Week	Year to date
Police Reports	49	2196
Arrests / Misd. / Felony	14	633
Traffic Infractions	71	2955
Verbal Warnings	55	2165
Traffic Collisions	3	205
DUI's	1	23
FIR'S	17	574

Burglaries	Commercial	Residential
23003 Lake View Drive		X
22219 66 th Ave W.		X
21209 52 nd Ave. W.	X	
6804 226 th Pl. SW		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	5	3	230	167

Vehicle Thefts/Recoveries/Prowls

- 23204 51st Ave. W. Vehicle Recovery
- 6104 Saint Albion Way Theft from Auto
- 23600 44th Ave. W. Vehicle Theft
- 6017 244th St. SW Vehicle Theft

Significant Incidents:

- On 09-11-15 at approximately 8:53 p.m., officers responded to a suspicious circumstance that had occurred earlier in the day at the 22400 block of 39th Ave W. A juvenile male reported that while walking home from Brier Terrace Middle School with some friends, they saw a white male standing next to a blue pickup truck parked along the road. The man asked them if they wanted a ride but that he could only take one of them. They declined and the male immediately drove off. ****UPDATE****The case was assigned to a detective and following up on information from the reporting party and other witnesses the detectives were able to speak with the “man” who was actually a sixteen year old who lives in the neighborhood. This case turned out not to be a luring and has been resolved.

Detective Unit Update:

- No update this week.

Other items of interest:

- All police department staff is working on the New World transition.

Code Enforcement Property of the Week:

- On 7/16/2015, Code Enforcement received a complaint regarding a property located near the 4500 block of 225th Pl SW that had numerous junk/inoperable vehicles, including some that were parked on the front lawn. When Code Enforcement followed up, they observed multiple vehicles that had expired licenses, vehicles in disrepair, vehicle parts and debris and vehicles parked on unimproved (grass surfaces) on the front and side of

the property. As a result, Code Enforcement issued a Notice of Violation for the following; 8.15.050.B.1 – (All motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure), 8.15.050.B.2 – (Motor vehicle's belonging to a person other than a resident may not be stored on a property outside a fully enclosed structure), 8.15.050.B.3 – (All motor vehicles shall be parked on an improved surface anywhere on a property, or on a maintained surface), 8.15.040.I – (Debris and trash accumulations prohibited), 8.15.050.A - (Motor vehicle repair, sales, storage or otherwise operating a vehicle-oriented business is prohibited), 8.15.050.E.1 – (Repairing of any vehicles on private property is prohibited unless it is maintenance or repair of a vehicle registered to a resident of the property, and the repairs may not exceed 30 days), and 8.15.050.D – (All vehicle parts and accessories must be appropriately stored in an approved structure). Code Enforcement attempted contact with the property occupant(s)/owner(s), but with no success. Therefore, on 9/4/2015 a Notice and Order was issued to all parties having interest in the property. Code Enforcement immediately received contact from the property owner(s), and is working with them to bring the property into compliance with City nuisance codes.



NEWS RELEASES

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

- Sunrise Services Opens in MLT
- City Manager Resigns
- Possible Child Luring
- Council Appoints Interim City Manager
- National Prescription Drug Take-Back Day, September 26
- Kathy Barker & Calligraphers Exhibit Opens Oct 1
- 37th Arts of the Terrace Juried Art Show
- Council Approves Ballinger Park Master Plan

MARK YOUR CALENDARS

- September 25, 7:00-9:00 p.m., Award Reception for Artists, Library
- September 26, 10:00 a.m. – 2 p.m., National Prescription Drug Take-Back Day, PD
- September 26-October 10, 37th Annual Arts of the Terrace, Library

- October 7, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 4, 6:30 p.m., Tree Lighting, Evergreen Playfield Complex
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
 - September 17 – Location TBD
 - October 15 – Location TBD
 - November 19 – Location TBD

Sincerely,

SCOTT HUGILL
Interim City Manager
City of Mountlake Terrace