

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 22, 2014

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, August 28, 2014 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) Tall Firs Presentation, 2) Update on Town Center Subarea Plan Map Amendment Ordinance, 3) Disaster Recovery Plan Update and 4) Review of Revised Impact Fee Resolutions Ordinance.

The City Council's next regular meeting is scheduled for **Tuesday, September 2, 2014** 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 2012 CAFR Award, 2) Public Hearing and Adoption of Revised Impact Fee Regulations: a. Adoption of Park Impact Fee Regulations Ordinance Extending 50% Discount until 2017, and b. Adoption of Transportation Impact Fee Regulations Ordinance Extending 50% Discount until 2017, and 3) Second Quarter Financial Report and Performance Measures.

COMMUNITY MEETINGS AND EVENTS

- **Labor Day:** In recognition of the Labor Day holiday, all city offices including the Recreation Pavilion will be closed Monday, September 1.
- **Meet the City Manager:** Arlene Fisher wants to meet the Mountlake Terrace residents and listen to their ideas, thoughts and concerns. Join her at the following events and take a few moments to chat with her. For more information about “Meet the Manager” events, please contact Community Relations Director Virginia Olsen at (425) 744-6206.
 - Saturday, August 30, 2014 from 9:00 to 10:30 a.m. at Albertsons
 - Friday, September 5, 2014 from 4:30-6:00 p.m. at Rogers Market
 - Saturday, September 6, 2014 from 9:00-10:30 a.m. at QFC
- **2014 “Arts of the Terrace” Call for Artists:** Mountlake Terrace Arts Advisory Commission is seeking paintings, prints, drawings, miniatures, calligraphy, photographs, 3-Dimensional and Artisans’ works for its 36th Annual Juried Art Show. Over \$4,000 in prize money is available. “Arts of the Terrace” is held September 27 – October 5, 2014. Deadline for entries is August 30. To enter or to view the prospectus online, go to www.cityofmlt.com and on the home page under “most requested services” click on “Arts of the Terrace”.
- **Volunteer Park Clean Up:** The City of Mountlake Terrace is recognizing National Day of Service with a Volunteer Park Clean Up event on Saturday, September 13, from 9 a.m. until 2 p.m. This is an opportunity for residents to give back to their community. Families, friends and

neighbors are invited to help clean up city parks and public spaces and join in other activities. Volunteers should meet at the Ballinger Park Clubhouse parking lot, 23000 Lakeview Drive, at 9 a.m. in comfortable work clothes, with gloves and tools in hand. For more information, or to register, contact Ken Courtmanch, Parks Superintendent, at (425)776-1811.

- **Sixth Annual Evergreen Award Program:** The city will host the sixth Annual Evergreen Awards on Wednesday, September 17 at 6:30 p.m. to recognize our community members whose properties stand out in their neighborhoods. This year, we have 24 winning properties and 14 honorable mention awards. The event takes place at the Lake Ballinger Community Center and will feature a dessert reception with a slideshow of winning properties. Community Relations Director Virginia Olsen will emcee the event.
- **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 as follows:
 - Wednesday, October 8, 2014 from 6:00 to 7:00 p.m. in the Jungle Room

ADMINISTRATIVE SERVICES

- **Sales Tax Revenues Continue to Increase:** As previously reported, the city received over \$2 million in sales tax revenue in 2013, the highest amount ever collected by Mountlake Terrace. Recently, the city received an update from the state showing that city taxable retail sales for first quarter 2014 was up almost 16% (15.96%) over the first quarter of 2013. One of the main contributors is new construction, which is important because it generates additional property and sales taxes that reduce the taxes residents have to pay locally. Strong sales tax revenue is a positive indicator of a recovering economy in Mountlake Terrace where there is currently strong interest from the development community.

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **City Tree Inventory Underway:** City street trees are being identified and recorded. The CED summer volunteer, Meredith Penny (Western Washington State University) developed a methodology to collect data on each tree including, its exact location, species, height, circumference, condition and health, proximity to structures, and impacts on surrounding area. The coordinates of the tree location are recorded using a Juno Tablet with GPS satellite information. The location is paired with descriptive information and a photograph that is then uploaded into the City's GIS system. The data will be sorted and mapped. It can be used to identify problem trees and problem species or create an interactive web map for the city's website. This is a joint project with the CED GIS specialist Darryl Greer, Public Works GIS Technician Alex Capron and Public Works Management Analyst Chad Phelan. The information will allow the development of a strategy to plant, maintain, remove and replace trees. This is especially important for the Town Center.
- **Food signs from I-5 lead to Town Center:** Two directional "FOOD" signs were recently installed in city right-of-way; one is located on the south side of 220th Street SW west of 56th Avenue W and the other on the west side of 56th Ave W just north of 232nd Street SW. The purpose of the signs is to help the public know there are food services in the Town Center.

The initiative to install the signs came from Diamond Knot Brewpub, located in the West Plaza site (5602 232nd St SW). Diamond Knot applied to WSDOT to place their brewpub logo on the highway informational signboard located north of the 220th Street SW southbound off ramp (Exit #179). WSDOT approves such applications when there is continuity in directing drivers to the advertized destination. Signs that advertize a specific business are not permitted in the right-of-way or off-site. The city can approve and install certain informational signs of a non-commercial nature. The generic signs located within city limits say “FOOD” so all food related businesses in the Town Center can benefit.

ENGINEERING SERVICES UPDATES

- **Puget Sound Energy (PSE) Natural Gas Main:** The PSE gas main extension project on 56th Avenue W is complete with the exception of the final pavement overlay. Grinding of the roadway and the final pavement overlay on 56th Ave W is scheduled for September in order to coincide with paving along the Vineyard Park frontage. Work will begin at 244th Street W and continue north.
- **Vineyard Park:** 231st Street SW is closed between the west driveway into Roger's Market and 57th Avenue W. Alternate routes are 230th Street SW and 232nd Street SW. The franchise utility undergrounding work along the property frontage has started. It will be completed this fall with the site work.
- **McAleer Creek Culvert Replacement:** This project will reduce the occurrences of high water levels in Lake Ballinger by increasing the hydraulic capacity of McAleer Creek between the lake and Interstate 5. The construction will replace three existing culverts along the creek with three new bridges, and includes streambed restoration and streambank plantings. Removal of the culvert nearest to Lake Ballinger and construction of the replacement bridge was completed last fall. The two remaining bridges were installed on August 13. Concrete decks will be poured on the new bridges before the existing culverts are removed. Work is expected to be completed in October 2014.
- **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 city is currently preparing and reviewing the design plans in anticipation of advertising the project this fall.
- **Main Street Reconstruction Project:** The city is working with the design consultant (KPG) to determine design options regarding driveway grades and on street parking. An Open House was held at the Mountlake Terrace Library on August 21 from 6 p.m. to 8 p.m., and resident comments are being reviewed.
- **216th Street SW Storm Improvements (52nd Ave 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 contractor is mobilizing into the site and beginning excavation work on the project this week.

PARK SERVICES AND PROPERTY MANAGEMENT UPDATES

- **Evergreen Playfield Playground Receives an Additional \$35,000:** The new play equipment acquisition at the Evergreen Playfield Complex (22205 56th Ave W) was made possible through a \$50,000 Community Development Block Grant from Snohomish County. Installation was completed and the play apparatus opened for use on May 30. The original request for the project was for \$85,000 and Snohomish County has recommended the project for full funding. The Policy Advisory Board (PAB) has approved the recommendation. This will allow for a further \$35,000 in funding for the project at Evergreen expanding the existing new equipment. Park Staff will work with the Recreation Park Advisory Commission (RPAC) and the Neighborhood Park Improvement Subcommittee (NPIS) in a selection process to enhance the play area.

RECREATION UPDATES

- **Swimming Lessons:** Pre registration is starting for fall swimming lessons beginning August 23 through August 26 for the currently registered participants. Saturday participants will register August 23, Sunday registers August 24, Monday/Wednesday Registers August 25, daily lessons and Tuesday/Thursday lessons will register August 26. Mountlake Terrace Registration will begin for those not in lessons on Wednesday, August 27 and Registration will open to non-residents who are not in lessons on Thursday, August 28. The lesson schedule will be available at the front desk at the Pavilion on Friday, August 22 by noon and will be posted online as well. Fall swimming lessons will begin September 8 for Monday/Wednesday, September 9 for Tuesday/Thursday, September 12 for Fridays, September 13 for Saturdays and September 14 for Sundays.
- **Aqua Kids:** This week's camp, Reading the Rainbow is full. Next week's Superheroes camp is also full. This year many campers returned from week to week with the majority of the weeks being full.
- **Labor Day Weekend Schedule:** The Labor Day weekend schedule is available online. The pool will be on a regular schedule on Friday, August 29 and modified schedules on Saturday and Sunday, opening at the regular time and closing at 3:30 p.m. No swimming lessons are scheduled. The Recreation Pavilion will be closed September 1 in observance of Labor Day.
- **Fall Swim Schedule:** The fall swim schedule will begin on Tuesday, September 2. The first week of September, drop in fitness classes will be meeting with swimming lessons starting the week of September 8.
- **Edmonds School District Girls Swim Team Practices:** Practices start Monday, August 25 during the timeframes where the Marlins Swim team had practices in the mornings and afternoons. On Friday, August 29, the Friday 2:45-4:15 Recreation Swim is canceled to allow the Swim Teams to practice during that time. Starting September 2, the practice time will move to the traditional timeframe of 2:30-4:30 p.m. Monday through Friday. Girls swim season will meet through November the Boys season will meet from November through February.

- **Adult Sports league registrations:** Registration for basketball and volleyball end on August 24 and leagues begin September 8 and 9. Sign up by contacting the Recreation Pavilion at (425) 776-9173.
- **Recreation and Parks Rentals available:** Pool, dance, and indoor playground parties, and room, gym, field, and ball diamond rentals are all available.
- **Youth Programs:** Youth Programs fall registration is going strong. Kids Krew and Jr. Kids Krew are at a record high. Open house for Jr. Kids Krew families is scheduled for August 28 from 6:00-7:00 pm. Last week the summer camp children went on a field trip to Henry Moses Aquatic Center.

PUBLIC WORKS UPDATES

- **Jennifer Park Water Quality Retrofit:** The Public Works Stormwater Division crew recently completed work on a water quality retrofit project at Jennifer Park. A stormfilter structure was installed to replace an existing grass lined swale at the end of the cul de sac on 218th St. SW west of 44th Ave. W. The original design of Jennifer Park in 1989 used grass lined swales to meet water quality standards for stormwater runoff from the public right of way and from private ownership. Swales provide for water filtering and infiltration but in the case of Jennifer Park were located on easements over individual private lots. Stormfilters use active hydraulic filtering and provide superior water quality benefit while taking much less footprint. Maintenance and access can be done from the back of the existing sidewalk. A new storm line was installed along the length of the existing grass lined swale and then backfilled. With the help of the Parks Maintenance Division, topsoil was placed and will be hydro-seeded later this fall after the first rains. The owner of the lot where the work took place now has full use of his side yard and back yard and is very pleased with the project.
- **Emergency Operations Center Construction:** Work continues on the Emergency Operations Center (EOC) improvements at the Operations Facility. Construction is wrapping up and is expected to be completed by the end of August.

In 2011, the City of Mountlake Terrace was awarded a \$250,000 grant from the U.S. Department of Homeland Security to construct and equip an Emergency Operations Center; the city contributed another \$100,000 for the project.

The city's EOC is used to coordinate response and recovery efforts during times of local disaster, assessing threats to life and property, coordinating fire, police and EMS resources, maintaining communications and informing state and surrounding jurisdictions of the local disaster situation. In times when a larger scale response is necessary, the EOC works with the Emergency Services Coordinating Agency – a regional disaster response organization that includes the EOCs of Mountlake Terrace, Brier, Edmonds, Lynnwood and several other local communities – and with the Washington State Emergency Management Division.

- **Annual Road Crack Sealing Program:** Public Works crews continue to work on the yearly road crack-sealing program. This consists of cleaning the cracks with a hot air lance (a large propane torch with compressed air added) to clean and dry the cracks, then a hot rubber product is used to fill the cracks. Sealing the cracks keeps the water out from under the road surface to keep the pavement from failing. Crews will be working on the west side of the

city, south of 220th Street to 236th Street and 66th Street to 72nd. If you come across them, please be patient, and they will move you through the work area as quickly as possible.

POLICE DEPARTMENT UPDATES

(August 13 – August 19, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	50	36	21
Week	2	2	

Patrol Statistics	Week	Year to date
Police Reports	59	2258
Arrests / Misd. / Felony	14	621
Traffic Infractions	99	2849
Verbal Warnings	62	2515
Traffic Collisions	5	163
DUI's	1	27
FIR'S	28	742

Burglaries	Commercial	Residential
5900 – 244 th ST SW	X	
22900 46 th Ave W		X
23200 63 rd Ave W		X
23600 56 th Ave W	X	

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	6	4	258	164

Vehicle Thefts/Recoveries/Prowls

- 21400 52nd Ave W Theft from Vehicle
- 4200 222nd St SW Theft from Vehicle
- 22400 44th Ave. W Vehicle Prowl
- 23600 56th Ave W Vehicle Theft

Significant Incidents:

- On August 18 at 9:43 a.m., officers responded to the 21400 block of 48th Ave W for domestic argument. Officers found that two females, the 65-year-old homeowner and a 29-year-old visitor had been arguing. The homeowner had found the visitor/suspect using heroin in her home. When the homeowner/victim told the suspect she had to leave the home, the suspect became enraged calling the victim names. The suspect then grabbed a small kitchen knife and began waving it at the victim. At some point, the suspect cut the victim's fingers with the knife. The suspect was arrested and booked into the Snohomish County Jail for felony assault.

Detective Unit Update:

- No update this week

Other items of interest:

- During the week, Chief Wilson assisted in teaching the middle management class at the Washington State Criminal Justice Training Center in Burien.
- Tuesday and Wednesday of this week, Police Department staff attended training with other city employees. During the Tuesday training, the Edmonds Police Department assisted us by answering emergent and in-progress calls so officers could attend the training.

Code Enforcement Property of the Week:

On August 12, 2014, Code Enforcement observed a property located in the 23500 block of 50th Ave W having multiple code violations. Observed in the front yard of the property was miscellaneous junk and debris, including several boxes of food. There was also miscellaneous debris piled up inside two vehicles parked in the driveway. The two vehicles in the driveway, a pickup truck and a car, appeared to be inoperable and unused as well as being used as storage for the miscellaneous debris. 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 and MTMC 8.15.050B1-all motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure. A code violations case was opened and notice was sent to both the property residents and property owner. Code Enforcement will perform a follow up inspection on August 27.



NEWS RELEASES

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

- Main Street Revitalization Project Open House, August 21
- Meet the Mountlake Terrace City Manager, August 30

- 2014 Arts of the Terrace Call to Artists Deadline August 30
- Council Extends Property Tax Abatement Regulations

MARK YOUR CALENDARS:

- August 30, 9:00 to 10:30 a.m., Meet the City Manager, Albertsons
- September 1, Labor Day, All City Offices Closed
- September 5, 4:30 to 6:00 a.m., Meet the City Manager, Rogers
- September 6, 9:00 to 10:30 a.m., Meet the City Manager, QFC
- September 13, 9:00 a.m., National Day of Service -- Park Cleanup Day,
- September 17, 6:30 p.m., 6th Annual Evergreen Award Program, Lake Ballinger Community Center
- September 27 to October 5, the 36th Annual Arts of the Terrace, Mountlake Terrace Library
- December 5, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield Complex

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace