

# **CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL**

January 17, 2014

Members of the City Council  
City of Mountlake Terrace, Washington

## **CITY COUNCIL MEETINGS**

- The City Council's next regular meeting is scheduled for Tuesday, January 21, beginning at 7:00 p.m. Agenda items include: (1) Ballinger Park Update; and (2) Appoint Recreation and Parks Advisory Commission Member. **Please note the change in date from the regular Monday meeting.**
- The City Council's next work/study session is scheduled for Thursday, January 30, beginning at 7:00 p.m. Agenda items include: (1) Review of 2015 Comp Plan and Development Regulations Update Process; (2) Review of 2014 Library Board Workplan (tentative); and (3) Review City Council Subcommittee Recommendation for Arts Advisory Commission Member.

## **COMMUNITY MEETINGS, EVENTS AND VOLUNTEER EVENTS**

- **Community Reception for City Manager Finalists:** The City has scheduled a reception on Friday, January 24, from 6:00 p.m. to 7:30 p.m. at the Mickey Corso Community Clubhouse at Ballinger Park for the community to meet the finalists for the City Manager position. City Council interviews of the finalists, who have not yet been identified, will be held on Saturday, January 25.
- **Coffee with the City:** Citizens, 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 as follows:
  - Wednesday, February 12, 2014, at 6:00 p.m. in the Jungle Room

## **COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **Sound Transit:** Sound Transit staff met with City staff from the Community/Economic Development and Engineering Departments this week to discuss options for vehicle parking to serve the future light rail station at 236th and I-5. In considering options, Sound Transit must take into account likely transit use, modes, access, environmental impacts, and of course, costs. One or more options will be included in the agency's Final Environmental Impact Statement, due next year, for the Lynnwood Link Light Rail project.

- **Premera Repairs:** Premera is continuing to make repairs that were caused from an electrical fire at Building 2 in early morning hours earlier this month. The explosion and fire had apparently been the result of private construction work that punctured buried electrical cable. Fortunately, no serious injuries occurred. The City's building division is inspecting the repairs as they occur.
- **Planning Commission:** A work program for 2014 was the major topic of discussion at the Planning Commission's January 13 meeting. The proposed work program will be presented to the City Council at its February 3 meeting. Commissioners also considered information about Sound Transit's Long-Range Plan Update process.
- **Congressional Activities:** Congress appears closer to a budget agreement that would include additional funding for transportation. Some of the federal transportation funds, if approved, would make their way to regional and state grant programs for which Mountlake Terrace could compete. This is a good sign because the City's Main Street Revitalization Project would compete well if adequate grant programs are available.
- **Comp Plan Update Online:** The 2013 update to the Comprehensive Plan is now online at: <http://www.cityofmlt.com/cityServices/planning/compPlan/index.htm>

## **COMMUNITY RELATIONS UPDATES**

- **Figure Skating Championships:** This week, the City sent a letter in support of the Snohomish County Sports Commission's bid to host the 2016 U.S. Figure Skating Northwest Pacific Regional Championships in October 2015. If selected, the event would take place at two venues: OlympicView Ice Arena in Mountlake Terrace and Lynnwood Ice Center. The 2008 USFS Northwest Pacific Regional Championships were held at these facilities in the fall of 2007.

## **ENGINEERING UPDATES**

- **227<sup>th</sup> Street SW Sidewalk Funding:** Snohomish County's Technical Advisory Committee (TAC) has made recommendations for the 2014 Community Development Block Grant (CDBG) funding for Public Facilities and Infrastructure projects. Topping the ranking is Mountlake Terrace's project to construct sidewalk on the south side of 227<sup>th</sup> Street between 56<sup>th</sup> and 58<sup>th</sup>. The ranking means that the project is very likely to be awarded grant funding when the Policy Advisory Board (PAB) reviews the information from TAC in February and makes a recommendation to the Snohomish County Council. The Council is expected to make final funding decisions in May.
- **Town Center Stormwater Facility:** Construction has begun on the Town Center Stormwater Facility project that will build a regional stormwater infiltration facility under the parking lot next to the Mountlake Terrace Library and Veterans Memorial Park (232nd Street SW & 58th Avenue W). The library is open regular hours during construction. During the construction, parking will be reconfigured to accommodate library customers in the former

Civic Center parking area just north of the library, with overflow parking located across 58th Avenue West. 58th Avenue W, between 234th and 232nd, will be closed Monday, January 20 – Wednesday, January 22, from 7:30 am to 5:00 pm. A detour route using 56th Avenue W will be marked. Access to the library will be from 232nd Street SW.

- **228th/Cedar Way Overlay and Rechannelization Project:** Work has begun on the 228th/Cedar Way Overlay and Rechannelization Project. This project will restore the roadway pavement and re-channel 228th Street SW (from 39th to 44th Avenues West) and Cedar Way (from 227th to 232nd Streets SW). Work includes pavement milling, pavement repairs, and asphalt overlay. In selected areas the roadway will be widened by relocating the curb and sidewalk. New channelization will provide bike lanes on 228th and on 44th/Cedar Way. Other work includes minor upgrades to drainage facilities, adding or upgrading curb ramps, and traffic signal modifications at 228th and 44th. Rectangular Rapid Flashing Beacons (RRFBs) will be installed at 229th Place & 44th and at 228th & 42nd Place. The RRFBs will be similar to those now installed at 216th & 68th near Premera Blue Cross. For the week of January 20, expect lane closures and delays, but no detours.
- **Puget Sound Energy (PSE) Gas Main:** Work continues on the PSE gas main extension project on 56th Avenue W. The main line is now in place, and the contractor is working on service connections. Pavement restoration will begin after the service connections are completed. The work began by 244th Street SW and is progressing to the north, ending by 230th Street SW. For the week of January 20, work will focus on 56th Avenue W, north of 234th Street SW. Expect lane closures but no detours. There may be occasional delays while equipment is moved. Normal work hours are 8 am to 4 pm, Monday through Friday.

## **RECREATION UPDATES**

- **Early Achievers Program:** Youth Programs' quality rating and improvement system through Washington State's Early Achiever's program is off to a great start. After being accepted into the program, Tracie Neal is attending online and in-person workshops to prepare for assessment and rating. A personal coach has been assigned to the Pavilion and will help aid the department and staff on individualized teaching, family engagement, curriculum and learning opportunities. Early Achievers includes a range of supports and incentives to assist participants with quality improvement efforts throughout their participation. After a facility receives an on-site evaluation and rating, a package of financial supports is available designed to support and implement program goals. While we're still in the early stages of participation, we are excited about the collaboration with the Department of Early Learning and the potential for growth and support of our Preschool programs.
- **Dance Classes:** It's not too late to start dancing! Second Semester Dance classes are starting January 21. Hip Hop, Hip Hop/ Jazz combo class, Irish Step Dance, Tap Dance, Ballet levels I-IV, Tap/ Ballet combo classes, Creative Dance and Creative Pre-Ballet are all beginning a new semester. This program incorporates a full school year of dance curriculum. Children must meet the age requirement on September 15, 2013. Participants of the second semester are invited to perform in our year end recital on June 14 at the Mountlake Terrace High School Theater. To register call the Pavilion at 425-776-9173 or come in to visit classes. For

information about the program and student placement call the Dance Director Chloe Davenport (425) 640-3107.

- **East Coast Swing:** East Coast Swing dance class will put a smile on your face and melt away the stress of the week. Every Friday from 6:15-7:15 p.m., you can learn the basic single and triple rhythm styles with our charismatic and excellent instructor Maria Kesovija. No partner is necessary. Swing dance is a great form to learn because it goes with so many musical genres. You can swing dance to big band, rock and roll, and lots of pop songs. Everyone is welcome!
- **Fun Fitness Friday:** Our first Fun Fitness Friday was a great success with eight Patrons attending our first of four shallow water fitness classes this month. Next month we will be switching to deep water fitness. The recreation swim during this time with Lynnwood pool being closed had about 80 attendees. We are looking forward to seeing this program grow as the month progresses.

## **PARK SERVICES AND PROPERTY MANAGEMENT UPDATES**

- **Pool Maintenance:** Property Management and Recreation Staff completed a number of maintenance items during the pool closure of January 2 - 3, including rebuilding an overflow pump, changing filters, restroom repairs, touchup painting as well as surface and floor repairs and cleaning.
- **HVAC Motor Replaced:** The Recreation Pavilion had a pool deck HVAC motor fail on Sunday evening, January 5. Property Management staff had a backup unit on hand, and quickly replaced the 500-pound motor in-house, thereby avoiding a closure. Staff is checking into whether or not the failed motor can be rebuilt.
- **Field Prep:** Believe it or not, baseball season is right around the corner. Park staff is gearing up by getting equipment ready and preparing to start field renovations as weather permits. The fields will be in use by the first day of March.
- **Neighborhood Park Recommendations:** The Neighborhood Park Improvement Subcommittee (NPIS) is making recommendations to the Recreation Park Advisory Commission (RPAC) for grant-funded projects for 2014. Snohomish County grants for amenities at Firefighters Memorial Park and Matt Hirvela/Bicentennial Park were secured in late 2013. At Firefighters Memorial Park, recommendations include play equipment installations as well as lighting for the monument installed by Eagle Scout Ray Baldwin. At Matt Hirvela/Bicentennial Park, recommendations include overhead lighting at the entrance and a gazebo and picnic tables near the front of the park.
- **Volunteer Projects:**
  - Eagle Scout candidate Kyler Griffith has had his Eagle project approved. His project consists of installing message centers at each of the three entrances at Ballinger Park.

- Eagle Scout candidate Ryan Clemens has expressed an interest in completing his Eagle project in the park system for the City of Mountlake Terrace. Ryan is currently discussing possible installation projects at Firefighters Memorial Park with Park Services Staff and will submit for approval in the next two weeks.

## **PUBLIC WORKS UPDATES**

- **Solid Waste Service Contract:** Based on the discussion at the City Council’s January 15 work/study session, Assistant City Manager Curt Brees will begin the process of outlining a scope of service for a specialist in solid waste collection contracts to aid City staff in negotiating a new agreement with Waste Management to go into place when the current agreement expires in Fall of 2015. If a new agreement cannot be reached in the months ahead, staff will work with the specialist to develop a plan to open the service to competitive bid.
- **Emergency Operations Center Project:** A walk through with prospective bidders for the Emergency Operations Center (EOC) Project was conducted this week. This project will remodel vacant office space at the Operations Facility for use as the Mountlake Terrace EOC. The project was funded via a \$250,000 federal grant awarded in 2011. In addition to the remodeling work, the grant funding will be used to purchase audio/visual equipment, computers, radio equipment and other improvements to ready the facility in the event of a major emergency. Bids are due on the project next week, and the overall project is scheduled for completion by June 30.

## **POLICE DEPARTMENT UPDATES**

*(January 8<sup>th</sup> thru January 14<sup>th</sup>, 2014)*

<b>Agency Assists</b>	<b>Brier</b>	<b>Edmonds</b>	<b>Lynnwood</b>
Year to Date	1	2	1
Week	1	0	0

<b>Patrol Statistics</b>	<b>Week</b>	<b>Year to date</b>
Police Reports	65	116
Arrests / Misd. / Felony	17	31
Traffic Infractions	67	129
Verbal Warnings	98	174
Traffic Collisions	5	12
DUI's	1	2
FIR'S	21	44

<b>Burglaries</b>	<b>Commercial</b>	<b>Residential</b>
5100 217 <sup>th</sup> St SW		<b>X</b>

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	8	6	13	12

### Vehicle Thefts/Recoveries/Prowls

- 6600 220<sup>th</sup> St SW Vehicle Theft
- 21300 44<sup>th</sup> Ave W Theft from Vehicle
- 4100 236<sup>th</sup> St SW Theft from Vehicle
- 21500 48<sup>th</sup> Ave W Theft from Vehicle
- 6000 244<sup>th</sup> St SW Vehicle Prowl

### Significant Incidents:

- A victim had her debit card stolen, and a number of unauthorized charges were made on the card. Detectives obtained video surveillance and the victim was able to identify the suspect as an acquaintance. The case was forwarded to the prosecutor for charging.
- On January 11 at approximately 2:30 a.m., officers responded to the Studio Six Hotel for an assault that had just occurred. A 57-year-old Shoreline man was reporting that an injured woman had come to his room requesting help. Officers spoke with a 23-year-old Everett woman who had very obvious facial injuries. She told the officers that a “friend” had punched her repeatedly in the face and then hit her with the door to her room. The victim was reluctant to provide a name of her assailant and declined to assist with the investigation. She was eventually transported by the aid crew to Swedish Hospital for treatment. The case was assigned to detectives for further investigation.

Detectives tracked the victim to a residence in Tulalip where she was recovering from broken bones and significant bruising to her face and eyes. After an extended conversation and interview the victim agreed to cooperate with the investigation. The identity of the subject who assaulted her was established and the detectives were able to develop probable cause for human trafficking and a domestic violence assault in the second degree. Further charges may be forthcoming as the investigation continues.

### Code Enforcement Property of the Week:

- On January 9, Code Enforcement received complaints from two separate anonymous neighbors regarding junkyard-like conditions in the front of a property located in the 23900 block of 48<sup>th</sup> Ave W. On January 14, Code Enforcement inspected the property and observed a large amount of miscellaneous debris, scrap metal and building materials. Code Enforcement also observed a utility trailer being stored on the adjacent public right-of-way. These are violations of MTMC 8.15.040I (accumulations of broken, neglected items, litter, salvage materials, and junk not in an approved enclosed structure, in the front, back, or side yards of the property), MTMC 8.15.040E (accumulations, stacks, or piles of building or construction materials not associated with a current in-progress project including metal, wood, wire, electrical or plumbing materials in disarray or exposed to the elements on the

property), and MTMC 8.15.050B5 (recreational vehicles shall not extend onto public property or public right-of-way, or obstruct the view of traffic).

A code violations case was generated for the nuisance code violations. Code Enforcement then prepared a Notice of Violation to send to the property owner as well as the resident. A follow up inspection will be performed on January 29.

## **NEWS RELEASES**

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

- 216th Street Sidewalk Under Construction
- Garbage and Yard Debris Coupons in the Mail
- 2013 Comprehensive Plan Available Online
- City Council Receives Update on Joint Housing Program

## **MARK YOUR CALENDARS**

- **AWC Legislative Action Conference:** January 29-30, Olympia.
- **Upcoming City Council meeting dates:**
  - ~~Monday, January 20, Regular City Council Meeting~~ **CANCELLED**
  - Tuesday, January 21, 2014 - Special City Council meeting, 7:00 p.m..
  - Friday, January 24, 2014 - Community Reception to meet City Manager finalists, 6:00 p.m. - 7:30 p.m., Mickey Corso Community Clubhouse at Ballinger Park.
  - Saturday, January 25, 2014 - Interviews of City Manager applicants 9:00 a.m. - 5:00 p.m., Interim City Hall.
  - Thursday, January 30, 2014 - Regular work/study session, 7:00 p.m.

Sincerely,

Scott Hugill  
Interim City Manager  
City of Mountlake Terrace