

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

March 28, 2014

Members of the City Council
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Council Members:

COUNCIL MEETINGS

City Council's next work/study session is scheduled for Thursday, April 3, 2014 beginning at 7:00 PM in the interim City Hall Council Chambers located at 6100 219th Street SW, Suite 220. City Council agenda items will be: 1) F/T Zoning Code Update; 2) Review 2014 Tour de Terrace Agreement; and 3) Fourth Quarter 2013 Financial Report and Performance Measures.

City Council's next regular meeting is scheduled for Monday, April 7, 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) Public Hearing and Adoption of F/T Zoning Code Ordinance; 2) Approval of 2014 Tour de Terrace Agreement; 3) Eagle Scout Recognition – Aaron Cox (for improvements at Bicentennial Park).

COMMUNITY MEETINGS, EVENTS & VOLUNTEER EVENTS

- **Launch Lab Mountlake Terrace:** The U.S. Small Business Administration, City of Mountlake Terrace, Snohomish County WorkSource and Girandola are sponsoring a series of six free monthly workshops to provide business owners and entrepreneurs access to free training and resources. Launch Labs are held each first Wednesday of the month from 1 to 2:30pm in the Mountlake Terrace City Council Chambers. These are hands-on, action-oriented workshops designed to put ideas on paper. The next Launch Lab, Acing Your Business Plan is April 2. Register at www.meetup.com/Launch-Lab.
- **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 228th Street SW as follows:
 - Tuesday, April 8, 2014 from 6:00 to 7:00 PM in the Center Court
 - Wednesday, May 14, 2014 from 8:00 to 9:00 AM in the Jungle Room
 - Wednesday, June 11, 2014 from 6:00 to 7:00 PM in the Jungle Room
- **April Pools Day is Saturday, April 12 from 9:15 a.m. to noon at the Mountlake Terrace Recreation Pavilion pool, 5303 228th Street SW in Mountlake Terrace:** This is a free, family event sponsored by Swedish/Edmonds Hospital, Edmonds Family Medicine, and the Mountlake Terrace Recreation Department to promote swimming safety and swimming as a healthy lifestyle. Event activities include:
 - Free swim from 11 am - noon

- Free Swedish/Edmonds mini first-aid kits and hand sanitizer
- Lifejacket drawing (must be present to win) 10:45 – 11am
- Lifejacket test drives (try on different kinds and learn how to pick the correct size)
- Learn about safety around the water and participate in water safety stations 9:15 – 10:45am
- Learn first aid and water safety tips from a Swedish/Edmonds Emergency Department medical professional

For more information about April Pools Day, citizens can visit

www.swedish.org/AprilPoolsDay, www.mltrec.com or call the Recreation Pavilion at (425) 776-9173.

- **Volunteers to Gather April 26 to Celebrate Earth Day at Evergreen Playfield:** The City of Mountlake Terrace is recognizing Earth Day with a volunteer park cleanup event, Saturday, April 26 from 9 a.m. until 1 p.m. Volunteers should meet at the Evergreen Playfield parking lot, 22205 56th Ave W, at 9 a.m. in comfortable work clothes, with gloves and tools in hand (no power equipment please), to get their assignment. This year’s projects include general clean up, brush and debris removal, and painting of buildings and benches (weather permitting). Following the work party, the City Council will host an appreciation lunch for the volunteers. For more information, or to register, citizens or groups can contact Parks and Facilities Superintendent Ken Courtmanch at (425) 776-1811.
- **MLT Community Senior Center Grand Opening:** Over 100 people attended an open house and ribbon cutting ceremony for the newly remodeled MLT Community Senior Center on Thursday, March 27. The center is located at 23000 Lakeview Drive, the former Ballinger Golf Course that is now open to the public as a passive park. Several local and regional officials participated including the Mountlake Terrace City Council, Senator Maralyn Chase (32nd District), State Representatives Luis Moscoso (1st District) and Cindy Ryu (32nd District), Snohomish County Councilmember Terry Ryan, and representatives from U.S. Representative Rick Larsen’s Office (2nd District) as well as Verdant Health Commission.

The open house included tours of the remodeled kitchen, bistro, reception area, offices, Founders’ Room, restrooms and foot care room. The organization received a \$60,000 grant from Verdant Health Commission for many of the improvements and volunteers contributed many, many hours to the makeover. The center’s director, Mike Cooper, invites the whole community (senior or not) to stop by for a tour and/or a cup of coffee. The Lakeview Room is available for special event rentals. Contact the center at (425) 672-2407 or mtseniors@comcast.net.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **City to Be Featured in State Planning Conference:** Mountlake Terrace is one of two featured Town Centers at the Planning Association of Washington’s statewide conference being held in Lynnwood this year. On April 9, a **mobile tour** is being provided to conference attendees that sign up for it. Senior Planner Edith Duttlinger will lead the tour of Mountlake Terrace’s Town Center, starting with a presentation at the Library to give an overview of the Town Center and how it is progressing. Then the tour group will take a walk that includes a visit to Arbor Village. In addition, on April 10, a **panel on sustainability** will showcase Mountlake Terrace, along with Redmond and Shoreline. Mountlake Terrace’s

Sustainability Strategy—and implementation of it—are recognized around the region as a good model. It especially shows what can be done, even with limited resources, by focusing on priorities.

- **Nomination of Arbor Village Project:** Community and Economic Development staff at Mountlake Terrace have nominated the Arbor Village project in the Town Center for a PSRC VISION 2040 award.
- **Public Works Board:** City staff participated in a webinar about the newest version of a call for projects by the state PWB (Public Works Board). Funding is related to the Public Works Trust Fund Program. It will still need legislative approval and could be used in the 2015-2016 timeframe. Awards would be very low interest loans to cities/agencies. Our goal is to win an award and use it to help fund the Main Street Project. Submittal deadline is May 16.
- **Economic Development Outreach:**
 - An electronic newsletter for businesses was sent out this week from the Community and Economic Development Department. It will be posted online as well.
 - Economic Development Director Dave Baron attended the quarterly meeting of the Economic Alliance of Snohomish County Economic Development Professionals meeting this Thursday March 27 in Everett. Several of new economic development practitioners have joined the group, including the new director from the City of Everett.
- **New Business:** A Grand Opening for the new café/deli and commercial bakery, “Grand Pere,” was held on Sunday March 23. Located on 56th Ave W at 24007, Chris Lee, owner, remodeled the interior of the former King’s Press building to create 4,800 square feet of area for baking bread and pastries, and about 1,100 square feet for the café portion. (An existing business, LeeJack, continues to occupy office space.) The grand opening event was attended by over 100 people including the City Manager, Mayor and several City Council persons. The official name, “Chez Grand Père,” roughly translated from French means, “Grandpa’s Place.” This is the second new business that has opened in the Town Center zoning district in the last 2 months.

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. Construction of the final pavement overlay is scheduled for the summer of 2014.
- **228th/Cedar Way Overlay and Rechannelization Project:** Work continues 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. For the week of March 31, expect lane closures and delays, but no detours. This includes nighttime

lane closures. If there is work in the 228th/44th intersection this week, there will be an officer directing traffic during that time. At Cedar Plaza, the QFC parking lot entrance on 44th Ave W by 229th Street SW is closed. Use alternate entrances.

- **Town Center Stormwater Detention Vault Project:** Construction continues 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. The stockpile of native material is being moved to the service road behind the Recreation Pavilion. The Contractor will utilize the planned haul route of 58th Ave W, 220th Street SW, and 52nd Ave W. No construction traffic will take place in front of the Recreation Pavilion or Terrace Park Elementary.
- **Decant Facility:** Construction has been completed on the decant facility at the Public Works Operations Center and the Contractor has been issued substantial completion. The decant facility will be used to settle wet sediments collected during maintenance activities for the water, sewer, and stormwater utility systems. The decanted water is then discharged to the sanitary sewer for treatment at a wastewater treatment plant. The sediments are reused or sent to a landfill if contaminated. The decant facility improvements include the decant basins, a three sided metal building, outside material storage areas and site paving. Some minor cleanup work remains and will be completed in the coming weeks.

PUBLIC WORKS UPDATES

- **Full Implementation of VueWorks Software:** This week the Water Division of the Public Works Department received training and began inputting daily work into the Asset Management Software known as VueWorks. Implementation of VueWorks has now been underway for a few years within the Department and has been deployed to include all other Public Works maintenance operations such as Street, Storm Water, Sewer Maintenance, utility locating and vehicle inspections. VueWorks is linked to the City's GIS information system and ties all maintenance activities and inspections to the map representation and database attributes of the asset (water pipe or hydrant, for example) being maintained. With the full deployment, crews can access maintenance records and attributes of infrastructure in the field and then record the maintenance or repair they perform. Inspections performed via the software are conducted according to nationally accepted methodologies such as ASTM (pavement condition) or PACP (pipe condition).
- **Alderwood Wholesale Committee Meeting:** Curt Brees attended the annual rate review and rate setting committee meeting of the Alderwood Wholesale Committee this week. We are pleased to report that wholesale water rates will remain at essentially the same rate in 2014 to what they were in 2013.
- **WCIA Training:** WCIA hosted a risk and liability training for the Public Works Department this week focused on reducing liability associated Public Works Operations. Training also included how field personnel should respond to incidents in the field related to their work to reduce liability to the City.

RECREATION UPDATES

- **Arts Commission Inventory** - This past week the Arts Commission spent some time to inventory the City's artwork by photographing and cataloging pieces. They visited City Hall, the Recreation Pavilion, and the Library. This is performed annually to be sure that the City's artwork is documented according to photo, artist, title, location and dollar amount spent. This task is also a part of the Arts Commission's 2014 workplan.
- **Recreation Program Registration** - This week was the start of fall youth program registration including Preschool, Kindergarten Readiness, and Before & After School programs at all three sites. We have seen a high rate of registrations and are expecting to fill relatively quickly in comparison to past years. Also, summer camp registration is well underway with many kids looking to sign up for camps of all kinds.
- **Swim Lesson Pre Registration** for those currently in swimming lessons will be March 31 for Monday/Wednesdays; April 1 for Tuesday/Thursdays; April 4 for Friday; April 5 for Saturday; and April 6 for Sunday. Registration will be open for those not currently enrolled on April 9 for Mountlake Terrace Residents and April 10 for everyone. The Weekday and evening schedule is posted online at <http://www.cityofmlt.com/cityServices/recreation/indoorPool/swimLessons.htm> and available at the Recreation Pavilion. The Weekend schedule will be available Tuesday, April 1.
- **The Spring Break Swim Schedule** is posted online at <http://www.cityofmlt.com/cityServices/recreation/indoorPool/swimSchedule.htm> and available at the Recreation Pavilion for the week of April 7-13, 2014. Registration is currently open for the following aquatic courses that will meet during the week: Lifeguard Training and Junior Lifeguarding. Registration will be open March 31 for Spring Break swimming lessons that will meet in the mornings April 7-13. The class schedule is online <http://www.cityofmlt.com/cityServices/recreation/indoorPool/swimLessons.htm> and available at the pavilion front desk.
- **Senior Pet Care Classes** - There was an article that ran Sunday, March 23 in the Everett Herald, <http://www.heraldnet.com/article/20140323/LIVING/140329868> about the new Pet Care Classes at the Recreation Pavilion. The next class to be offered will be Senior Pet Care on April 1 from 6:30-8:30pm.

PARK SERVICES & PROPERTY MANAGEMENT UPDATES

- The Neighborhood Park Improvement Subcommittee (NPIS) met to discuss park amenity possibilities at Firefighters Memorial Park and Matt Hirvela\Bicentennial Park. Suggested amenities include play equipment installations and lighting the memorial at Firefighters Memorial Park as well as a picnic shelter and lighting at Matt Hirvela Bicentennial Park. The funding for these projects was provided by a grant through Snohomish County.

VOLUNTEER PROJECTS

- **Eagle Candidate Aaron Cox is scheduled to receive City Council recognition** at the April 7, Council meeting. Aaron completed his Eagle project in the Mountlake Terrace Park

system and his project consisted of designing and building a mount for a memorial to Matt Hirvela at the Matt Hirvela\Bicentennial Park as well as installing a bench and concrete pad. The plaque for the memorial is being created by the NPIS.

- **Eagle Candidate Ryan Clemens received approval for his Eagle project** by the Mount Baker Council of the Boy Scouts of America. Ryan’s project includes the relocation and installation a new flagpole at Matt Hirvela\Bicentennial Park. His intention is to install a taller flagpole in the area where new lighting is being considered at the park.

POLICE DEPARTMENT UPDATES

(March 19th, 2014 thru March 25th, 2014)

| Agency Assists | Brier | Edmonds | Lynnwood |
|----------------|-------|---------|----------|
| Year to Date | 15 | 14 | 7 |
| Week | 1 | 1 | 2 |

| Patrol Statistics | Week | Year to date |
|--------------------------|------|--------------|
| Police Reports | 65 | 788 |
| Arrests / Misd. / Felony | 22 | 232 |
| Traffic Infractions | 111 | 1053 |
| Verbal Warnings | 101 | 936 |
| Traffic Collisions | 2 | 57 |
| DUI's | 1 | 7 |
| FIR'S | 32 | 277 |

| Burglaries | Commercial | Residential |
|---------------|------------|-------------|
| None Reported | | |
| | | |

| Investigations | Assigned / Week | Closed / Week | Assigned YTD | Closed YTD |
|----------------------|-----------------|---------------|--------------|------------|
| Cases (Including DV) | 6 | 5 | 79 | 72 |

Vehicle Thefts/Recoveries/Prowls

- 23000 Lakeview Dr Vehicle Theft
- 23000 Lakeview Dr Stolen Vehicle Recovery
- 6000 236th St SW Vehicle Theft
- 21900 Hwy 99 Stolen Vehicle Recovery
- 5000 236th St SW Theft from Vehicle
- 5100 238th St SW Theft from Vehicle

Significant Incidents:

- On 03-18-2014 at 10:38 a.m., officers responded to a court order violation and a physical assault at a home in the 22200 block of 48th Ave West. A 33-year-old Renton woman was reporting that her boyfriend had become violent today and that there was a valid protection order in the system. She said that her boyfriend, the 48-year-old Mountlake Terrace resident, had taken scissors to the clothes she had been wearing and cut them off her body. The male then left the residence. At approximately 4:50 p.m., the suspect came to the police department with his attorney to give a statement. After completing his statement, the suspect was arrested and booked at the Snohomish County Jail for the violation of the court order and for assault in the 4th degree.
- On 03-18-2014 at 1:07 p.m., officers responded to the small market in the 4800 block of 212th for a robbery that had just occurred. The victim, a clerk at the store, told the officers that the suspect came into the store and stated he was a robber. The suspect pushed the victim out of the way, went to the cash register and took out the cash drawer. The suspect then fled out the door and got into a waiting car with a female driver. The victim described the suspect as a white male, about 50 years old, with tattoos on his neck and wearing a blue jacket and jeans. Numerous officers searched the area without locating the suspect or the vehicle. The case has been sent to the detectives for investigation.

Detective Unit Update:

- Follow up on case 12-2849, on 03-20-2014 the O'Houlie's homicide suspect, Brian Scott, who had pled guilty to Manslaughter 1st degree, was sentenced to a seven-year prison term.

Other items of interest:

- Assistant Chief Caw attended the SWAT board meeting.
- Chief Wilson audited management courses at the Criminal Justice Training Center last week as part of his instructor certification.
- March 25th, the regularly scheduled Citizen's Police Advisory Board meeting was cancelled due to a lack of a quorum.

Code Enforcement Property of the Week:

On March 18, 2014, CE observed a property located in the 24000 block of 54th Ave W having multiple code violations. Observed in the front yard of the property was a vehicle being stored on an unimproved surface and a truck bed stored in the yard. In the driveway of the property was a truck appearing inoperable and unused for an extended period of time. These are violations of MTMC 8.15.050-B3, D and B1, requiring all motor vehicles be parked on an improved surface anywhere on a property, all vehicles parts and accessories must be appropriately stored in an approved structure and 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 generated and notice issued to the property residents. Code Enforcement will perform a follow up inspection on April 2, 2014.



NEWS RELEASES

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

- MLT Community Senior Center Open House
- New Play Equipment Chosen for Evergreen Playfield
- MLT Community Survey Results Presented
- Nominations Open for Annual Evergreen Awards

MARK YOUR CALENDARS:

- April 8, Tuesday, 6:00 to 7:00 PM, Coffee with the City, Recreation Pavilion Jungle Room.
- April 26, 9:00 AM to 1:00 PM, Earth Day -- Volunteer Clean-Up Day.
- April 22, 2:00 to 3:30 PM, Lake Ballinger/McAleeer Creek Watershed Forum Meeting, Edmonds City Hall, 3rd Floor Brackett Room, 121 5th Ave N, Edmonds, WA 98020
- June 17 - 20, AWC 's Annual Conference, Spokane
- July 25 to July 27, Tour de Terrace, Evergreen Playfield
- August 5, 6:00 PM, National Night Out Against Crime, Evergreen Playfield
- September 13, 9:00 AM, National Day of Service -- Park Cleanup Day,
- September 17, 6:30 PM, 6th Annual Evergreen Award Program, Ballinger Clubhouse

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace