

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

September 19, 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 **Wednesday, October 1, 2014** beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: 1) Review of Town Center Subarea Plan Map Amendment Ordinance.

The City Council's next regular meeting is scheduled for Monday, October 6, 2014 beginning at 7:00 p.m. in the interim City Hall Council Chambers located at 6100 219<sup>th</sup> Street SW, Suite 220. City Council agenda items include: 1) Swearing in of Commander Kevin Pickard and New Officers Carl Crunk and Nathan Betts, 2) Public Hearing and Adoption of Town Center Subarea Plan Map Amendment Ordinance, 3) Review of Proposed 2015-2016 Biennial Budget, 4) Review of Preliminary Report on 2015-2016 Revenue Estimates, 5) Review of Six-Year Financial Forecast, and 6) Review of Financial Policies.

## COMMUNITY MEETINGS AND EVENTS

- **Volunteer Park Clean Up:** The City of Mountlake Terrace recognized the “National Day of Service” in remembrance of the September 11 tragedy with a park volunteer cleanup on Saturday, September 13, 2014. A small but enthusiastic group of volunteers worked with park staff to clean and clear debris along the Hall Creek channel bed near the culvert project at Ballinger Park. The volunteers removed over three dump truck loads of overgrowth and debris from the banks of the channel.
- **Sixth Annual Evergreen Award Program:** The city hosted 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 had 24 winning properties and 14 honorable mention awards. Over 70 people attended the event. There are five categories of awards: Best Maintained Residence, Best Maintained Business, Best Maintained Multifamily Property, Most Sustainable Property, and Best Transformation. Nominees are judged against properties within the same neighborhood: Cedar Terrace, Gateway, Lake Ballinger, Melody Hill, Cascade View and Town Center. Best Maintained Awards reflect the efforts of the owners or occupants whose high standards for building and yard maintenance contribute to the overall character of the neighborhoods and city. The Transformation Awards recognize neglected properties renovated to become assets to the community. The Sustainable Award honors property owners who best utilize green features such as solar heating, natural cooling and native landscaping to help protect and preserve the environment. The event was held at the Lake Ballinger Community Center and featured a

dessert reception with a slideshow of winning properties. Community Relations Director Virginia Olsen emceed 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 228<sup>th</sup> Street SW as follows:
  - Wednesday, October 8, 2014 from 6:00 to 7:00 p.m. in the Jungle Room

## **COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES**

- **Fire at Taluswood Apartments:** On Friday morning, September 12, 2014 there was a fire at the Taluswood apartments, 4208 236<sup>th</sup> St SW, Mountlake Terrace. At this time, the fire has been determined to be “accidental” caused by careless discard of cigarette debris. The fire was contained to two apartments. The Red Cross and Support 7 helped the displaced apartment tenants with alternate housing and personal needs. There are no reported injuries to tenants or firefighters at this time.
- **Town Center Zoning Text Amendment Proposal:** Building and mechanical permit applications were submitted for Premera Building #2 to allow access platforms for two Air Conditioning Units for Bldg. #2 and replacing three existing rooftop units with three new air conditioning units for an estimated value of over \$150,000.
- **Sound Transit Light Rail Update:** Staff met with representatives from Sound Transit on Wednesday, September 17 to discuss what the review and permitting process for the light rail link through Mountlake Terrace will be. It was determined that the use is an “Essential Public Facility” which requires a conditional use permit (CUP) from the City’s Hearing Examiner. Discussions included the possible impacts of the facility that would be addressed through the CUP process, and also whether additional parking would be needed and/or provided. Sound Transit representatives stated that an additional parking garage is not in their plans, but nonetheless agreed to conduct a parking needs assessment. Finally, it was discussed how to best coordinate the light rail project with development plans for the Freeway/Tourist district and how to enhance the Transit Oriented Development (TOD) opportunities of that district. Sound Transit will now be meeting monthly with City staff to continue these discussions and move the process forward.

## **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 56<sup>th</sup> Avenue W is scheduled for September in order to coincide with paving along the Vineyard Park frontage. Work will begin at 230<sup>th</sup> Street W and continue south. Expect lane closures on 56<sup>th</sup> Avenue W with a detour directing traffic to 58<sup>th</sup> Ave W between 230<sup>th</sup> and 236<sup>th</sup> Streets the week of September 29.
- **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. Underground utility work will be performed the week of September 22 and some lane

closures and delays will be necessary. There are no detours associated with this work. The franchise utility undergrounding work and site work are expected to be completed this fall.

- **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 in August. The new bridges are open to golf traffic and the contractor is completing work in the creek. 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 prepare 60% design plans for review this fall. 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. Design will be complete this winter.
- **216<sup>th</sup> Street SW Storm Improvements (52<sup>nd</sup> Avenue to 53<sup>rd</sup> 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 has begun utility work. Expect detours the week of September 22.

## **RECREATION UPDATES**

- **Training:** On September 16, Barbara McLain from the aquatics staff attended two WCIA trainings “Strategies for Managing Intergenerational Work Groups” and “Coaching for Improved Employee Performance” in Lacey.
- **Swimming Lessons:** Weekend (Friday, Saturday, and Sunday) swimming lessons have begun. Due to a few additions in staffing, more students have been added to swim lessons from the waitlists. Applications are being accepted for swim instructors and lifeguards for weekends and evenings.
- **First Aid/CPR:** Saturday September 20 A CPR/AED/FA class is being held at Fire District 1 Headquarters at this time there were still spots available. The fee is \$70 payable at the Recreation Pavilion or registration online is also available the deadline for registration is Noon on September 19.

- **Zumbathon:** Join Vidette McDowall and Taylor Clarridge Saturday, September 27 at 2 p.m. for a dance fitness party at the Ballinger Clubhouse. Both of these enthusiastic and expert instructors will take you through fun and simple dance routines that will get your heart rate up while you forget you are working out. Wear comfortable exercise clothes and supportive athletic shoes. Just \$5 for 2 classes! Revenue from the event goes directly to the Dance Scholarship Fund for kids who want to dance but need tuition assistance at the Pavilion.
- **8th Annual Costume Carnival:** The date has been set! This year's Costume Carnival will be Saturday, October 25 at Terrace Park School from 5:00-9:00 p.m. Don't miss this fun event with booths, games, food, great performances and of course a costume contest. The city's Dance Academy and Kontagious Dance Company organize and produce this event. Funds from the event go directly to the Dance Scholarship Fund and Kontagious Dance Arts Foundation. Both of these scholarship funds support kids who want to dance but need tuition assistance.

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

- Earlier this year Parks Services and Public Works staff completed the installation of new play equipment at the Evergreen Playfield Complex (22205 56<sup>th</sup> Avenue W). The equipment acquisition was made possible through a \$50,000 Community Development Block Grant (CDBG) from Snohomish County. The original grant request was for \$85,000 and the County has recommended the project for full funding. The Snohomish County Policy Advisory Board (PAB) approved the amendment in August and this will allow for a further \$35,000 in funding for the project. Parks Services will work with the Recreation Park Advisory Commission (RPAC), the Neighborhood Park Improvement Subcommittee (NPIS) as well as Recreation Pavilion before and after school participants to select the new additional play equipment for the Evergreen Playfield Complex play area.
- Parks Services, Property Management and Public Works staff have been working together to complete two other grant driven projects in the park system. Firefighters Memorial Park (3900 228<sup>th</sup> Street SW) has received numerous free standing play equipment pieces as well as lighting for the monument erected by Eagle Scout Ray Baldwin. Matt Hirvela\Bicentennial Park (4105 222<sup>nd</sup> Street SW) is receiving a picnic shelter and tables as well as adding power service and new entry lighting. Both these projects were made possible through Snohomish County Park Project grants. The Firefighters Memorial grant is for \$20,000 (no matching funds required) and the Bicentennial project is for \$30,000 (\$10,000 Grant with a \$20,000 city match). The combined total for grant-funded projects for the Mountlake Terrace Park Services Department alone will reach \$135,000 in 2014 (\$115,000 grant funds with \$20,000 city matching funds and services.)



First to play on the new equipment at Firefighters Memorial Park

- A Request for Qualifications (RFQ) for the Ballinger Park Master Plan will be advertised on Monday, September 22, 2014. A city staff team consisting of members from Park Services, Recreation, Community and Economic Development, and Storm Water Management Departments will review all submittals with the intent of having a firm in place before the end of the year. The firm will then work with the Recreation Park Advisory Commission (RPAC) and community members to develop a master plan for the former golf course area now known as Ballinger Park.

### **VOLUNTEER PROJECTS**

- Eagle Candidate Dakota Damiano, who has an interest in completing an Eagle Project at the Matt Hirvela/Bicentennial Park met with park staff. Dakota has an interest in continuing the pathway created during the sidewalk project and gazebo installation. Dakota has drawn up plans to extend the pathway to the north along the west edge of the park. Dakota will be scheduling his project for October/November.
- Eagle Candidate Ryan Trueb met with Park Services staff regarding installing the last play equipment piece at Firefighters Memorial Park. The play apparatus is an overhead glider to be placed near the other new installations made possible by the Snohomish County Park Projects grant. Ryan will submit his installation plan for approval from the city and the Mount Baker Council of the Boy Scouts of America.

**PUBLIC WORKS UPDATES**

- **EOC Completion:** Work on the city’s Emergency Operations Center (EOC) is wrapping up, with the contractor finishing a final list of items prior to phones, furniture and computers being installed. Construction of the facility, which will provide a coordination area for the city’s response in a disaster or other emergency, is being funded in large part through a state and federal grant.
- **Street Sweeping:** In preparation for storms this fall, the city will be renting a street sweeper to double-up the efforts of keeping leaves from clogging storm drains. The city typically increases its street sweeping in October and/or November by running extra shifts of our sweeper or renting a second sweeper as leaves begin to fall during the early storm season.
- **Crosswalk Restriping:** Public Works crews have been restriping crosswalks near schools for the past few weeks. The work will continue on crosswalks farther from schools in the weeks ahead.
- **Street Restriping:** Snohomish County Public Works was recently in the City of Mountlake Terrace restriping yellow roadway centerlines together with white parking and bike lanes. This work was performed on the city’s roadways classified as “Collector” and above and included 220<sup>th</sup> Street SW, 236<sup>th</sup> Street SW, 56<sup>th</sup> Ave W, and 44<sup>th</sup> Avenue W/Cedar Way. The striping work for this year is now complete.

**POLICE DEPARTMENT UPDATES**

*(September 10, – September 16, 2014)*

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	57	39	26
Week	3	2	3

Patrol Statistics	Week	Year to date
Police Reports	52	2513
Arrests / Misd. / Felony	17	696
Traffic Infractions	72	3173
Verbal Warnings	73	2773
Traffic Collisions	3	172
DUI’s	1	33
FIR’S	13	808

Burglaries	Commercial	Residential
No burglaries reported		

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	7	3	307	175

## **Vehicle Thefts/Recoveries/Prowls**

- No vehicle thefts, stolen vehicle recoveries, theft from vehicles, and vehicle prowls reported.

## **Significant Incidents:**

- On 09/12/2014 at 8:18 a.m., Mountlake Terrace patrol responded to a multi-residence structure fire in the 4300 block of 236<sup>th</sup> Street SW. Upon arrival, at least two apartments were fully involved. Snohomish County Fire District 1 along with other nearby fire departments arrived and extinguished the fire. No reports of injury were received. Fire personnel safely rescued a dog from one of the apartments. Initial reports indicate the fire was caused by a smoldering cigarette left near some combustibles by one of the residents. The property management and the Red Cross assisted displaced residents.
- On 09/15/14 at 12:44 a.m., a Mountlake Terrace patrol officer on foot at a business in the 6000 block of 244<sup>th</sup> Street SW recognized an individual who had an outstanding Department of Corrections warrant for Robbery 1 and Assault 2. After a brief foot pursuit, the subject was taken into custody. The subject was later booked into Snohomish County Jail for the warrant and resisting arrest charges.

## **Detective Unit Update:**

- Blood evidence discovered during an investigation of a burglary was analyzed by the Washington State Crime Lab and linked to a known burglary suspect. This investigation continues.
- During the search of a recovered stolen vehicle, a variety of stolen credit cards and other financial information was discovered. Two suspects were charged with possession of stolen property and financial crimes.
- Following a burglary, where victims cell phone was stolen, the cell phone company replaced the phone with the same number as the stolen phone. Since getting the new phone, the victim has been receiving texts from unknown subjects. Those same texts appear to be meant for the suspect. This investigation continues.

## **Other items of interest:**

- On 09/15/2014, two recently hired lateral police officers began their patrol duties with Field Training Officers with the Mountlake Terrace Police Department.

## **Code Enforcement Property of the Week:**

In November 2013, Mountlake Terrace Code Enforcement issued civil citations to a property located in the 5300 block of 230<sup>th</sup> ST SW for code violations related to excessive vegetation. This property has had several code violations cases over the past several years. On August 14, 2014, Mountlake Terrace Code Enforcement again observed code violations at this location. The violations included trash and debris stored on the side of the house as well as tall grass and weeds in the front, back and side yards of the property. 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 8.15.040A1-vegetation exceeding 12 inches in height (exclusive of plants and flowers within a flower bed or container, shrubbery, or trees) located in any front, back, or side yard, adjacent

public right-of-way or planting strip, or any vacant property. Mountlake Terrace Code Enforcement received information that the property was going into foreclosure and would possibly be sold. On 9/3/14 and 9/9/14, Mountlake Terrace Code Enforcement performed follow up inspections and observed no change to the property condition. A Notice of Violation was sent to the owner as well as posted on the property. On 9/16/14, Mountlake Terrace Code Enforcement performed another inspection and observed that all the violations had been corrected and the property was posted by the bank. The code violations case was closed.



### **NEWS RELEASES**

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

- Rep. Stanford Receives Municipal Champion Award
- 36<sup>th</sup> Annual Arts of the Terrace Juried Art Show
- Citywide Tree Inventory Underway
- MLT Evergreen Awards Recognize Pride in Properties
- New Gentle Aquatics Movement Class Offered

**MARK YOUR CALENDARS:**

- September 27 to October 5, the 36<sup>th</sup> 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