

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

May 22, 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 special work/study session is scheduled for Thursday, May 28, 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) Review of 2015 Budget Amendments and 2014 Budget Carryovers Ordinance 2) Continued Review of 2015 Comprehensive Plan, 3) Discuss Transportation Impact Fees, and 5) Review of Communications Plan and Website Redesign Update.

The City Council's next regular meeting is scheduled for Monday, June 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) Public Hearing on 2015 Comprehensive Plan Ordinance, 2) Adoption of 2015 Budget Amendments and 2014 Budget Carryovers Ordinance, and 3) Adoption of a Franchise Ordinance for McLeod Windstream.

COMMUNITY MEETINGS AND EVENTS

- **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, June 10, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

ADMINISTRATIVE SERVICES

- **2014 Audit:** The State Auditor's office Audit Team arrived at the city to conduct the 2014 Financial Audit. The city was put on a biennial audit schedule for an Accountability Audit, so there will not be a 2014 Accountability Audit, as one was completed last year for 2013. An audit entrance conference will be scheduled and Council will be invited to attend.

COMMUNITY RELATIONS

- **Website Redesign:** The Communications Division along with IT Services has been quite busy working on this project. The RFP netted 15 responses and five firms were interviewed. Second interviews were conducted with four of the firms. After checking references with numerous agencies to see how satisfied they are with the product and the service they receive, we selected CivicPlus as the vendor. The scope of services is being finalized and will be included in the contract. The City Attorney is working on a professional services

agreement and the Council will award the contract on June 15. The new website will have many communication features that we are very excited to offer our citizens and our community.

- **City Happenings:** The June issue of *City Happenings* will be mailed this coming week. The lead story is the ribbon cutting ceremony for Snohomish Pie Company and economic development in the city. Other items of interest are the Ice Fest competition, Lakeview Trail/228th Street & Hwy 99 Projects, Comprehensive Plan Update, Development Activity Map, Ballinger Park Master Plan meeting, National Night Out and Tour de Terrace events, Fireworks Safety and Laws, Earth Day Recap/Fall Clean Up Promotion, Mountlake Terrace Business Association Job Fair and Garden Club's need for volunteers.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Comprehensive Plan Update Public Hearing May 26:** The 2015 update of the Comprehensive Plan will be considered by the Planning Commission at a public hearing on Tuesday, May 26, beginning at 7:00 p.m. at the Mountlake Terrace Interim City Hall. **A public hearing will also be held at City Council's Monday, June 1 meeting and remain open for additional comments until June 15, 2015.** A public open house on a "major" update to the City's Comprehensive Plan was held April 27. The update covers the next 20 years, 2015-2035, based on the projected population and job growth by 2035. The Plan addresses economic development, the environment, housing, land use, transportation, recreation, parks and open space, capital facilities and utilities. Draft updates to each element of the Comprehensive Plan have been reviewed by the Planning Commission and the City Council at a combined total of 24 meetings over the past 18 months. A special website (www.cityofmlt.com/majorupdate) provides more information on the update and the draft elements. The update is due to the state by end of June.
- **Atworth Commons:** Atworth Commons, the 31 Lot Planned Unit Development at 5601 216th Ct W, continues to make progress on project site clearing and grading. Excavation has begun for the construction of the stormwater facility that will provide stormwater retention and water quality for both the Atworth Commons and Brighton School projects, in compliance with Department of Ecology requirements.

ENGINEERING SERVICES UPDATES

- **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 a majority of the construction costs. During the week of May 25, the contractor will be continuing clearing, grading and retaining wall construction operations and working on the storm system within the roadway area. 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% plans, specifications, and estimate. Universal Field Services is currently working on right-of-way activities. 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 May 25, work is continuing at 56th Ave W and 216th Street. Expect lane closures but no detours. This project is expected to be completed in summer 2015.
- **236th Street SW Pedestrian Accessibility Improvements:** This project will construct 18 new curb ramps in the existing sidewalks at the corners of the intersections along 236th Street SW between 48th and 56th Avenues W. There are currently only two curb ramps along this section of 236th. The sidewalk ramps will be constructed in accordance with the Americans with Disabilities Act (ADA) requirements. The contractor has received substantial completion and will be finishing some punch list items during the rest of May.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds will begin constructing an extension of 228th Street SW from 76th Avenue W to SR99 the week of May 25. This 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.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Health & Fitness Expo:** The Mountlake Terrace Recreation Pavilion had a booth again this year at the Health and Fitness Expo put on by the City of Edmonds Parks and Recreation Department and sponsored by Verdant Health Commission. We were able to distribute the Craze, swim, dance, fitness and sports schedules to people of all ages. We also engaged the public with a game of "Name that Dance". Ms. Chloe and Ms. Jennifer, dance teachers from the pavilion, performed small phrases from, Hip Hop, Hula, Jazz, Ballet and Irish Step dance with music. The players guessed the style of dance. Many other organizations that promote health and fitness prepared races and games that made the day fun for everyone.

- **Dance Recital:** The Mountlake Terrace Dance Academy will be producing their own special version of "The Secret Garden" for this year's spring recital. Look for ticket sales in May for our two June 13 performances at the Mountlake Terrace High School Theater. For more information, contact Chloe Davenport at (425) 640-3107 / cdavenport@ci.mlt.wa.us.
- **Summer Softball:** Summer softball registration is now open! The summer league begins the week of June 22. Games are played Sunday-Friday nights. Co-Ed, competitive and recreational options are available. For more information or to register, visit www.mltrec.com, call (425) 776-9173, or email kwitte@ci.mlt.wa.us.
- **Summer Camps:** Summer Camp is right around the corner and the excitement is building! Planning and preparation are underway and registration is going strong with increased numbers in all day camps compared to last year. Our Majors camp for 1st and 2nd graders actually has over double the amount of children registered! Field trips are set, transportation is reserved and staff and children alike are pumped and ready for the sun. It's going to be a great summer!
- **Girl Scouts at Bicentennial Park:** A local Girl Scout troop installed a bench at Bicentennial Park. They raised money to purchase and install the bench and will look at future projects at this park.
- **Ballinger Park Master Plan:** The next Master Plan meeting will be held on June 2 at 6:30 p.m. at the Ballinger Clubhouse – 23000 Lakeview Drive. Please come and let your thoughts and ideas be heard! This 42-acre park is ready for planning and ideas.
- **Pavilion Spotlight:** The Recreation Pavilion hosted the **Mountlake Terrace Library** on Saturday May 16 from 9 a.m.-1 p.m. Library staff had a table set up in the Pavilion lobby with flyers, brochures and information about their upcoming events and programs.

POLICE DEPARTMENT UPDATES

(May 13, 2015 to May 19, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	33	119	15
Week	1	1	2

Patrol Statistics	Week	Year to date
Police Reports	50	1276
Arrests / Misd. / Felony	14	325
Traffic Infractions	52	1637
Verbal Warnings	60	1352
Traffic Collisions	6	117
DUI's	1	13
FIR'S	9	355

Burglaries	Commercial	Residential
5300 232 nd Street SW		X
23400 55 th Ave W		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	7	3	123	86

Vehicle Thefts/Recoveries/Prowls

- 23100 56th Ave W Vehicle Theft
- 6300 St Albion Way Vehicle Theft
- 5800 237th St SW Theft from Vehicle

Significant Incidents:

- A Mountlake Terrace Officer took a report from a home in the 23400 block of 55th Ave W regarding a burglary of the homeowners backyard sheds. The homeowner was reporting that several tools and a bicycle had been stolen. Further, the victim had watched a surveillance video from a next door neighbor’s camera and told officers that he recognized the two suspects from a home just down the street. After viewing the video, officers went to the suspect’s home, located evidence from the burglary and elicited a confession from a suspect. One suspect was arrested for the burglary and charges will be filed on a second suspect.

Detective Unit Update:

- Detectives completed a follow-up on an auto theft case where the suspects were known to the victim. After staying overnight at the victim’s home the suspects stole the victim’s car and a variety of property. Detectives were able to locate the car in Auburn and recovered the victim’s property from pawnshops in the area.

Other items of interest:

- None.

Code Enforcement Property of the Week:

- On 4/21/2015 Code Enforcement observed a green Buick having an expired license, and parked at the 5100 block of 240th Place SW. According to SNOCOM CAD the vehicle had not been reported stolen. Code Enforcement chalked the tires and issued a 72-hour correction notice, and parking citation in violation of MTMC 10.10.230 – Abandoned/inoperable vehicles. On 5/12/2015 Code Enforcement returned to the above location and noted the correction notice, parking citation, police marker and chalk marks were still intact, indicating the vehicle had not been moved for over 72 consecutive hours. Also, the vehicle’s license was still expired. The vehicle was in violation of MTMC 10.10.230 – Abandoned vehicles parked on public right-of-way prohibited over 72 consecutive hours. Code Enforcement contacted SNOCOM, and the vehicle was impounded.



NEWS RELEASES

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

- 2015 Arts of the Terrace Call to Artists Deadline August 30
- Evergreen Award Nominations Due May 23
- 2015 Comprehensive Plan Update Public Hearing
- Community Meeting for Ballinger Park Master Plan June 2

MARK YOUR CALENDARS

- June 10, 6:00 p.m., Coffee with the City, Recreation Pavilion
- June 23-26 – AWC 2015 Annual Conference: Engaging Future City Leaders, Wenatchee
- July 24-26, Tour de Terrace, Evergreen Playfield Complex
- August 4, 6:00 – 9:00 p.m. National Night Out, Evergreen Playfield Complex
- September 23, 7th Annual Evergreen Award Program, Ballinger Clubhouse
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
 - July 16 – Location TBD
 - August 20 – Location TBD
 - September 17 – Location TBD
 - October 15 – Location TBD
 - November 19 – Location TBD

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace