

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

May 29, 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 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, 3) Adoption of a Franchise Ordinance for McLeod Windstream, and 4) Resolution Authorizing the City Manager to Execute Purchase/Sale Agreement, Conservation Easement and Other Necessary Documents to Effectuate Purchase of Harms Property.

The City Council's next work/study session is scheduled for Thursday, June 11, 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) First Quarter Financial Report and Performance Measures, 2) Review of 2015 Comprehensive Plan, 3) Discussion of BC/D Zoning Code Text Amendments Ordinance (Tentative), 4) Review of Interlocal Agreement with Community Transit for Administering Commute Trip Reduction (CTR) Plans and Programs for the Period of 2015-2019, 5) Review of Emergency Services Coordinating Agency (ESCA) Interlocal Agreement Dissolution, 6) Review of City Council Subcommittee Recommendation for Board/Commission Members, and 7) Review of Recommendation for Website Redesign Contract.

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* is in the mail. 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:** The 2015 update of the Comprehensive Plan was considered by the Planning Commission at a public hearing on May 26. **A public hearing was also held at City Council's Monday, June 1 meeting and will 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 June 1, the contractor will continue 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 June 1, work is continuing at 56th Ave W and 216th Street. There will be lane closures and a detour set up on 56th Avenue W, north of 220th Street SW, for pavement restoration during daytime work hours. 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 next few weeks to close out the project.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds has begun construction of an extension of 228th Street SW from 76th Avenue W to SR99. This project will include new traffic signals at SR99/228th and at 76th/228th, and will include reconstructing 228th Street/Lakeview Drive from 73rd Place W to the Ballinger Playfields. Work will not begin in the City of Mountlake Terrace portions of the project until August.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **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.
- **Staff Training:** On Wednesday May 27, Recreation Programmer Tracie Neal attended an Early Learning Director's Forum. The topic was "Coaching for Administrators," finding ways to coach and mentor staff in the work place.
- **NPIS:** The Neighborhood Parks Improvement Subcommittee will be meeting next Thursday, June 4. Parks and Property Management Superintendent Ken Courtmanch will be leading this group through discussions on the Ballinger Park Master Plan, and the Recreation, Parks and Open Space Master Plan.
- **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 is installing 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 second Master Plan meeting was held on June 2 at 6:30 p.m. at the Ballinger Clubhouse – 23000 Lakeview Drive. This 42-acre park is ready for planning and ideas.
- **Preschool Party at the Park:** The Recreation Pavilion's end of the year "Preschool Party at the Park" was a huge success! Parents, siblings, preschool children and Youth Programs staff met at the Evergreen Playfield Complex on Friday, May 29 for our annual end of the year preschool party and picnic. The park was filled with blankets, bubbles, toddlers, parents, and the sound of happy children as families celebrated the end of school and the beginning of summer! This amazing day was held in at our favorite park due to the efforts of many dedicated MLT parks and public works staff. A huge THANK YOU to the City of Mountlake Terrace Parks staff for a job well done!



POLICE DEPARTMENT UPDATES

(May 20, 2015 to May 26, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	33	123	17
Week	0	4	2

Patrol Statistics	Week	Year to date
Police Reports	48	1324
Arrests / Misd. / Felony	111	336
Traffic Infractions	58	1695
Verbal Warnings	57	1409
Traffic Collisions	1	118
DUI's	0	13
FIR'S	9	364

Burglaries	Commercial	Residential
4713 216 th St. SW		X
22800 56 th Ave. W	X	
5709 215 th Pl.		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	3	3	126	89

Vehicle Thefts/Recoveries/Prowls

- 4110 236th St. SW Vehicle Theft
- 5403 230th St. SW Vehicle Theft
- 22815 Lake View Drive. Theft from Vehicle

Significant Incidents:

- On 5-20-15 at 2:18 p.m., Mountlake Terrace patrol responded to 5709 215th PI for a burglary that had just occurred. While en route, Edmonds PD was asked to assist with containment and the Edmonds K9 was also requested. Upon arriving on scene, a Mountlake Terrace Officer located a male subject matching the description of the burglary suspect. The male subject was detained while a K9 track was conducted. Edmonds K9 tracked directly to the male subject. The victim and a neighbor also positively identified the male subject. Later a neighbor’s video surveillance was located that put the male in the area at the time of the burglary. The male subject was booked into Snohomish County Jail for the burglary.

Detective Unit Update:

- Homicide suspect Saucedo (the homicide from March of 2014) pled guilty to murder 2nd degree this last week. His sentencing is scheduled for July 10.
- The investigations unit assisted the South Snohomish County Narcotics Task Force with a controlled buy at one of our local grocery stores. Arrests will be forthcoming.

Other items of interest:

- None

Code Enforcement Property of the Week:

- On 5/18/2015, Code Enforcement received a complaint regarding a property located near the 5700 block of 240th St SW. When Code Enforcement arrived, they observed a truck with an expired license parked on an unimproved surface, and miscellaneous debris on the west side of the property. A Notice of Violation was issued for the following nuisance violations; 8.15.050.B.3 - All motor vehicles shall be parked on an improved surface anywhere on a property, or on a maintained surface per MTMC 19.125.070, 8.15.040.I - Debris and trash 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, 8.15.050.B.1 - All motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure and 8.15.040.A.1 – Vegetation exceeding 12 inches in height located in any front, back, or side yard. Code Enforcement will continue to follow up until the property is compliant with City nuisance codes.



NEWS RELEASES

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

- Ballinger Park Master Plan Community Meeting June 2
- 2015 Arts of the Terrace Call to Artists Deadline August 30
- 2015 Comprehensive Plan Update Public Hearing June 1

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