

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

June 12, 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 15, 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) Presentation of VISION 2040 Award by Puget Sound Regional Council, 2) Recognition of Mountlake Terrace Girl Scout Troop #43752, 3) Approval of City Council Subcommittee Recommendation for Board/Commission Members, 4) Award of Contract for SCADA System Improvements RFQ Development, 5) Award of Contract for Website Redesign, 6) Approval of Interlocal Agreement with Community Transit for Administering Commute Trip Reduction (CTR) Plans and Programs for the Period of 2015-2019, 7) Approval of Emergency Services Coordinating Agency (ESCA) Interlocal Agreement Dissolution, and 8) Continued Public Hearing and Adoption of 2015 Comprehensive Plan Ordinance.

The City Council's next work/study session scheduled for **Thursday, July 2, 2015 is canceled.**

The City Council's next regular meeting is scheduled for Monday, July 6, 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 and Adoption of BC/D Zoning Code Text Amendment Ordinances.

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, July 8, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

ADMINISTRATIVE SERVICES

- **State Audit Reporting Requirement Deadlines Met:** City Finance staff completed the accounting reporting requirements mandated by the State Auditor's office on May 30. The State Auditor's office requires that all government entities file their annual reports within 150 days after the entity's fiscal year-end in accordance with RCW 43.09.230. The Finance staff also completed the filing reporting requirement deadline for SNOCOM.

COMMUNITY RELATIONS

- **Website Redesign:** Approval of a professional services agreement for website redesign services will be considered at the June 15 City Council meeting. Upon approval, staff will schedule a kickoff meeting with CivicPlus and the project will commence. The project timeline will be 4-6 months and a new modernized, user-friendly website with mobile capability and enhancements for civic engagement will go live by the end of the year.

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 15, the contractor will continue clearing, grading and retaining wall construction operations and working on the storm and illumination systems within the right-of-way. 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 through 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 15, work is continuing at 56th Ave W and 216th Street. There will be lane closures on 54th Avenue W, north of 220th Street SW, and on 216th Street SW between 54th and 56th Avenues W 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 also 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 or purchase at the door 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.
- **Adult Sports Leagues:** Summer softball registration ends June 14! The summer league begins the week of June 22. Games are played Sunday-Friday nights. Co-Ed, competitive and recreational options are available. Summer Basketball league registration ends June 21. Leagues begin play July 14. For more information, or to register, visit www.mltrec.com, call (425)776-9173, or email kwitte@ci.mlt.wa.us.

- **Ballinger Park Master Plan:** The Berger Partnership and city staff met with approximately 65 to 70 community members and the RPAC at a June 2 meeting to discuss and gather input for three alternative plans for the Ballinger Park Area. Staff will tentatively be meeting with the Berger Partnership on June 29 to discuss the information gathered at the June 2 community meeting. The next scheduled community meeting is July 14 at the Ballinger Clubhouse with an open house beginning at 6:30 p.m. and the Recreation and Parks Advisory Commission meeting beginning at 7:00. The Berger Partnership will present one preferred plan.
- **Summer All-staff meeting:** Recreation and Parks staff is gearing up for their annual summer all-staff training. This meeting is an excellent opportunity for staff to get to know each other and prepare for the busy summer season. The all-staff meeting will be Friday, June 19 from 9 a.m.-12 p.m. at the Ballinger clubhouse. The Recreation Pavilion office will be closed on Friday, June 19 due to our annual summer all-staff training. After the training, many departments within the recreation department will gather for meetings or further training.
- **Registration for Swim Lessons:** Priority registration for those currently in swimming lessons began June 8 and 9 for Monday/Wednesday and Tuesday/Thursday afternoon lessons. Weekend Pre registration began June 6 and 7. Morning swim sessions will transition to daily two-week sessions beginning June 22. During this summer weekend swimming lessons have been changed from one long session to two shorter sessions due to staff leaving for school and participants leaving on vacations, this may make it easier for everyone to schedule both swim lessons and vacations and not miss out. Registration will be available to those not currently in lessons on June 17 for Mountlake Terrace Residents and June 18 is open and online registration.
- **Swimming Lessons:** Pre Registration continues with Friday, Saturday and Sunday priority registration on June 12, 13 and 14. Registration for Mountlake Terrace residents opens on Wednesday June 17 with online and open registration on Thursday, June 18. Mountlake Terrace resident walk-in registration is available between 8 a.m. and 8 p.m., phone-in registration is available from 12 to 8 p.m. Online registration is available all day beginning at midnight on June 18 at www.mltrec.com, click on “Register Online Go”. You will need to call the Pavilion to obtain your login and pass code prior to registering, if you don’t already have one.
- **Registration is still open for Aqua Kids Camp:** This aquatic camp for kids ages 5-7 is packed with fun activities following a weekly theme. Lots of water time in our leisure pool, camp songs, story time, crafts, games, boating safety and outdoor play. Camp meets at Lake Ballinger on Fridays for canoeing and barbecue. No swimming ability is required, but participants must enjoy the water. Please bring a snack (no nuts please). One-time \$10 registration fee required which includes camp T-shirt. Each week has a new theme check it out online
<http://www.cityofmlt.com/cityServices/recreation/summerCamps/aquaticCamps.htm> or pick up a flyer at the pavilion.
- **Last Week of School Special Schedule June 15-19:** The swimming pool will be open June 15-17 for drop in swimming, all fitness classes and laps and leisure swims will be available. Check the current spring schedule. The summer swim schedule will begin June 22. The pool will close June 18 and 19 for installation of the new spray toy and to have the current toys

painted. A lifeguard class will meet Monday through Friday from 3:00 to 8:30 p.m. (This class is full.) The class will be in the water on Monday, Tuesday, and Wednesday. CPR and First Aid will be covered on Thursday and Friday.

- **Basic, Intermediate and Puppygarten Dog Obedience:** Classes are offered throughout the year. Dogs must have current vaccinations. The current session is underway and will meet through June. The summer session will begin after the July 4 holiday.
- **Marlins Summer Swim Team:** The Marlins are a recreational swim team for swimmers ages 6-18. We emphasize improvement of strokes, endurance and fun. We will compete in dual meets each week with other local summer swim teams from Edmonds, Lynnwood, Shoreline, Kirkland, Snohomish County and Everett. Practices are held Monday-Thursday and will begin Monday, June 22. The league championship meet will be held August 15.
- **American Red Cross Lifeguarding:** Class will meet June 15-19 at the Recreation Pavilion from 3:00 to 8:30 p.m. Students will learn to prevent and respond to emergencies in a swimming pool, victim recognition, surveillance, and equipment-based rescues.
- **Lifeguard Instructor Class:** Aquatic Coordinator Jake Crouch will be attending a Lifeguard Instructor class the weekend of June 13 and 14 to enable him to teach lifeguarding, CPR for the Professional Rescuer and AED. This will help in offering both public classes and keeping staff current with their certifications.
- **Summer Specialty Camps:** We're introducing two NEW specialty camps this summer! Safety Camp, for children entering 1st – 3rd grade, will focus on how to be safe both at home and outside. This fun focused camp is June 22-26, Monday-Friday 9 a.m. to 12 p.m. Culinary Camp, for teens ages 12-15, will teach safe food handling and preparation techniques in a hands on capacity at Red Onion Burgers in Mountlake Terrace. Shaun Richards, owner of Red Onion Burgers will be leading this class with help from Recreation Pavilion staff. Culinary Camp is July 6-10, Monday-Friday 1 p.m. to 4 p.m.
- **Recreation Pavilion Ducks are a hot commodity!** In May 2015, the Recreation Pavilion sold 224 rubber ducks!
- **The Mountlake Terrace Garden Club:** The Garden Club planted flowers in all of the entry sites on Friday, June 5. The club raises funds to purchase the plants and maintains seven entry sites throughout the city. For more information on the Mountlake Terrace Garden Club check them out on Facebook at <https://www.facebook.com/MLTGardenClub>
- **New Spray Toy:** Facilities staff will be installing a new spray toy in the zero entry area in the pool at the recreation pavilion on June 18 and 19.
- **Girl Scout Troop 43752:** The troop completed a project at Matt Hirvela\Bicentennial Park. They raised funds and installed a bench, and seven birdhouses, as well as placed a letterbox in the park. The troop is also interested in installing a free library in the vicinity this summer. The Girl Scouts are scheduled to be recognized by the Mountlake Terrace City Council at the June 15 Council Meeting on Monday.



Girl Scout Troop 43752

POLICE DEPARTMENT UPDATES

(June 3, 2015 to June 9, 2015)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	35	123	17
Week	2	0	0

Patrol Statistics	Week	Year to date
Police Reports	53	1437
Arrests / Misd. / Felony	19	372
Traffic Infractions	67	1843
Verbal Warnings	51	1504
Traffic Collisions	8	130
DUI's	0	13
FIR'S	13	387

Burglaries	Commercial	Residential
5200 238 th Street SW		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	11	4	148	111

Vehicle Thefts/Recoveries/Prowls

- 4100 212th St. SW Vehicle Theft
- 2130052nd Ave W Vehicle Prowl
- 6000 228th St. SW Stolen Vehicle Recovery
- 21300 52nd Ave W Theft from Vehicle (x2)

Significant Incidents:

- On 6-5-15 at 12:31 p.m., Mountlake Terrace officers were called to a disturbance in the 5400 block of 218th Street SW. As officers arrived, they were advised that there was a deceased person in the house. There was evidence at the scene to indicate the deceased, a male in his 50s, died of a heroin overdose. The medical examiner responded and took custody of the body and detectives are investigating.
- On 6-8-15 at about 2:15 p.m., Mountlake Terrace patrols responded to a fire call in the 23500 block of 56th Ave West. When officers arrived, they found a smoke engulfed house with all residents out safely. There were no injuries and the fire department was able to quickly control the fire. The fire was reportedly caused by a dryer.
- On 06/08/2015 around 11:10 p.m., Mountlake Terrace patrol officers attempted to stop a stolen vehicle. The driver of the vehicle was believed to be in possession of stolen firearms based on other Snohomish County police agency investigations. The vehicle failed to stop in the area of SR104 and I-5. A pursuit was initiated and the vehicle fled south on Aurora Ave N from 244th. The driver dumped the vehicle at 192nd and Aurora Ave N in a parking lot. Containment was set up and dogs were deployed for a search of the area. Guardian One, King County's helicopter joined the search but the suspect was not located. Interestingly, several vehicles came into the area trying to assist the suspect in his escape, which resulted in three arrests of people with warrants.

Detective Unit Update:

- Detectives cleared a reported credit card fraud case where the victim reported her credit card stolen with a variety of charges made on the stolen card. Detectives tracked down surveillance pictures from multiple locations showing the reported victim making the purchases. When confronted she admitted to overextending herself and did not want to be responsible for the purchases. She was cited for making a false report/statement.

Other items of interest:

- Detective Froisland and Officer Jones participated in Law Day Friday, June 5, at South District Court. The two officers interacted with hundreds of students that were part of the Law Day experience. Detective Froisland was featured in a photo on the front page of the Everett Herald during one of the demonstrations.

Code Enforcement Property of the Week:

- On 5/5/2015 Code Enforcement observed a gray Toyota Camry with an expired license parked on someone's front lawn. This vehicle was located near the 21700 block of 54th Ave W. Code Enforcement documented the violations with photos, and issued a Notice of Violation to the property owner(s) in accordance with; 8.15.050.B.3 - All motor vehicles shall be parked on an improved surface anywhere on a property, or on a

maintained surface, and 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. On 5/27/2015, Code Enforcement returned to inspect the above property, and noted the vehicle had been removed.



NEWS RELEASES

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

- 2015 Arts of the Terrace Call to Artists Deadline August 30

MARK YOUR CALENDARS

- June 23-26 – AWC 2015 Annual Conference: Engaging Future City Leaders, Wenatchee
- July 8, 6:00 p.m., Coffee with the City, Recreation Pavilion
- 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