

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

December 26, 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 scheduled for Thursday, January 1, 2015 is cancelled.

The City Council's next regular meeting is scheduled for Monday, January 5, 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) Election of Mayor Pro Tem for 2015, 2) Appointments of Council Liaisons and Representatives for Intergovernmental Agency Boards/Commissions, 3) Appoint 2015 Lodging Tax Advisory Committee, 4) Adoption of Lodging Tax Advisory Committee 2015 Funding Recommendation, 5) Update and Discussion on Non-Conforming Use Provisions and 6) Review of Snohomish County Cities Dinner Meeting Schedule.

The City Council's next work/study session is scheduled for Thursday, January 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) Review of Quit Claim Deed for Return of Access Rights at 236th Street SW to WSDOT, 2) Review of Resolution Authorizing the City Manager to Accept the Gateway Boulevard Project Funded by the Public Works Board as Complete, 3) Review of Subdivision Regulations Ordinance (Tentative) and 4) Review Legislative Agenda (Tentative).

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, February 11, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

ADMINISTRATIVE SERVICES

- **Utility Revenue Bonds Sale:** On December 9, the city successfully sold \$6.2 million of Utility Revenue Bonds to fund water and storm water utility construction projects over the next three years. The city's strong "Double A" (AA) rating from Standard and Poor's, solid market conditions and the strength of the city's management team and City Council all contributed to the success of this sale. The true interest cost of the issue is 3.077%, which includes debt issuance costs. There was a lot of interest in purchasing the city's bonds, as orders were filled within 15 minutes of the opening of the sale, with demand exceeding the

\$6.2 million available to sell. The success of the bond sale resulted in lower interest costs and savings from what is in the financial forecast.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Continued Light Rail Discussions - December Meeting with Sound Transit:** At our December 17 meeting with Sound Transit, staff provided a detailed list of permits, fees and processes that would apply to the light rail project in Mountlake Terrace. It was determined that the project would require both site development plan and conditional use permit approval, which will ultimately be approved by the Hearing Examiner. However, we also identified pre-application steps to ensure that there is broad input by the Mountlake Terrace Planning Commission, Arts Commission and City Council on matters of design review, landscaping and public art. These steps include:

1st Level Review – Concept development with staff prior to formal application.

2nd Level Review – Coordination with the Arts Commission on public space artwork prior to formal application.

3rd Level – Presentation to, and discussion with, the Planning Commission and City Council prior to formal application.

4th Level - Formal submittal with site development plan/CUP applications, review/approval by the Hearing Examiner.

Our next step with Sound Transit is to develop a “Term Sheet”, which lays out the basic and essential understandings between Sound Transit and the city regarding project development, permitting, applicable development standards, environmental review and mitigation, and similar matters that require coordination between the parties.

In terms of processing, Sound Transit’s preliminary timeline anticipates completion of 60% design by the second quarter of 2016, at which point they would be ready to submit formal application to the city for Site Development. In the mean time, we will work with Sound Transit, the Arts Commission, the Planning Commission, and the City Council on the first three levels of review outlined above.

- **Update on Conditional Use Permit Application for Private Schools:** After considerable discussion and review of traffic issues related to the Brighton School proposal at 21705 58th Avenue W., it has been determined that the school can operate without causing level of service at the intersection of 58th and 220th to drop below adopted standards if proposed methods of mitigation are provided. Staff considered four proposed options for traffic mitigation including re-channelization of traffic lanes, restricting turning movement on northbound 220th, a roundabout at that intersection, and a four-way stop at that intersection. In terms of retaining the best level of service, the roundabout and the four-way stop were found to be the most effective options. We will therefore be recommending to the Hearing Examiner that a four-way stop with a flashing red beacon be installed at that intersection prior to occupancy of the school. We will also be recommending that an updated traffic study be submitted prior to the Phase II school opening to confirm that conditions identified in the current traffic studies remain constant. This issue was scheduled for a December 18 public hearing before the Hearing Examiner. A decision should be out within 10 days of the hearing.

- **Subdivision Code Update:** The Planning Commission considered the first draft of an ordinance adopting a new subdivision code on December 8. Discussion with the Commission went well, but due to the importance of the topic, the Commission asked for more time than originally scheduled to work on the document. Tentative review times for both the Commission and the City Council have therefore been revised. The Commission will continue its review on January 12, with a public hearing tentatively scheduled for January 26. The item is then scheduled for City Council's review on January 29, with a public hearing tentatively scheduled for February 17.

A copy of the draft ordinance adopting a new subdivision code was sent to the Washington State Department of Commerce on December 15 for its 60-day review. No action can be taken on the proposed ordinance until after the 60 days has expired. The scheduled hearing and final Council action on February 17 will facilitate the State's 60-day review period.

Traci Brumbaugh announces resignation: After 6½ years of service to the City of Mountlake Terrace, Traci Brumbaugh, Administrative Assistant in the Community and Economic Development Department, has accepted employment with the Snohomish County PUD as Deputy Clerk of the Board in the Commissioners Office. She is looking forward to advancing her career and using her Certified Municipal Clerks designation. Traci is also looking forward to a short commute of six blocks.

ENGINEERING SERVICES UPDATES

- **Vineyard Park:** 231st Street SW is closed between the west driveway into Roger's Market and 57th Avenue W while the on site development is being completed. Alternate routes are 230th Street SW and 232nd Street SW.
- **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 and specifications in anticipation of advertising the project in February.
- **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. The 60% PS&E is currently under review by city staff. Design is anticipated to be complete in mid 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. Storm system work and approximately half of the paving work is complete. Concrete curb and gutter and additional

paving work remain. This work is weather dependent. If the asphalt plants have reopened, expect detours through January 9 when the paving work should be complete.

- **Lakeside Apartments Pedestrian Accessibility Improvements:** This project will construct 10 new sidewalk ramps in the existing sidewalk along the north side of the 6000 to 6300 blocks of 219th Street SW. All curb ramps will meet current Americans with Disabilities Act (ADA) Standards. Work will be done at current entrances into the Lakeside Apartment site and some lane closures and delays may be necessary. There are no detours associated with this work. This work is weather dependent and is expected to be completed this winter.
- **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 Avenue W between 216th and 220th Streets, 218th and 219th Streets west of 58th Avenue W, and in 54th Avenue W and 216th Street SW from 214th Street to 56th Avenue W. The contract has been awarded and work is expected to begin in January and 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 city opened bids on December 23 and it is anticipated that the contract will be awarded on January 5, with work beginning in February 2015.

RECREATION UPDATES

- **Winter Dance Concert:** Mountlake Terrace Dance Academy performed 22 dance numbers at the Mountlake Terrace High School Theater Saturday, December 13. It was a full house with over 200 friends and family audience members and 85 performers. In this semi-produced show, performers sat in the audience and watched their dance colleagues perform styles ranging from ballet and pre-pointe work to Hip Hop and Irish Step Dance. The show went smoothly and was entertaining for all.
- **The MLT Dance Academy:** Dance Academy first semester will end on January 31 and the second semester will begin first week of February. If you have kids interested in the program come try classes in January for proper placement in the second semester. Second semester dancers are invited to perform in our fully produced show at the end of the school year. Quarterly classes will begin in the first week of January, so come join East Coast Swing, Hawaiian Hula, Adult Ballet and Tap classes in the New Year. There are short sessions of Parent – Toddler, Creative Dance, and Zumba Kids too. We also have fitness programs to suit all levels; Yoga for Core Strength, Gentle Yoga, Tai Chi, Full Body Floor Work Out and Zumba at the Club House!
- **Therapy Pool:** The therapy pool is now in the construction phase and will be completed by the end of December! Plumbing connections are being made to pumps, blowers and UV. In

addition, plaster is being applied to the gunite for the next stage. Keep an eye on our facebook page for more updates.

- **Swimwear Sale!** The Pavilion is making room for 2015 inventory! All Speedo swimwear will be 20% off the remainder of 2014. Swimwear only, accessories not included.
- **January Pool Closure:** The pool will be closed beginning Sunday, January 11 for a liner warranty repair. The pool will be closed for a period of up to 5 weeks, reopening sometime in mid-February. The Recreation Pavilion will remain open during the pool closure with dance, fitness, youth programs, open gym, cardio and racquetball unaffected. Upon reopening, the Pavilion will host a Grand Reopening party with more details to come!
- **Holiday Pool Schedule:** The holiday pool schedule is up on the website at www.mltrec.com. The pool will be closed on December 24, 25 and January 1. There will be modified hours from December 22 through January 10. Please check the website or take a schedule at the Pavilion for more information.
- **The 2014 Holiday Gift Giving Campaign:** Over 100 gifts and gift cards were donated to make this year's campaign a huge success! Twenty-five children and adults in our community will have presents under the tree due to the generosity of Mountlake Terrace residents and staff. The Recreation Pavilion would like to extend our sincerest thanks and appreciation to all those who participated in this year's Holiday Gift Program.

POLICE DEPARTMENT UPDATES

(December 17, 2014 – December 23, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	72	59	37
Week	0	0	1

Patrol Statistics	Week	Year to date
Police Reports	63	3416
Arrests / Misd. / Felony	18	964
Traffic Infractions	80	4379
Verbal Warnings	69	3801
Traffic Collisions	8	267
DUI's	0	52
FIR'S	7	1087

Burglaries	Commercial	Residential
6600 block 220 th Street SW	X	

Investigations		Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)		3	4	391	213

Vehicle Thefts/Recoveries/Prowls

- 23000 block 63rd Avenue West Vehicle Theft
- 4100 236th Street SW Vehicle Theft
- 6700 block 234th Place SW Theft from Vehicle
- 21900 block 64th Avenue West Theft from Vehicle
- 6200 block St. Albion Way Theft from Vehicle
- 23800 block 54th Avenue West Theft from Vehicle
- 5100 block 238th Place SW Theft from Vehicle
- 5000 block 238th Place SW Theft from Vehicle

Significant Incidents:

- On 12/18/2014 at 9:45 a.m., the Mountlake Terrace Investigations Division with the assistance from the Mountlake Terrace Patrol Division served a search warrant on a residence in the 5700 block of 242nd Street Southwest. An adult male was arrested and booked for charges stemming from the search. Additional evidence seized at the residence will require further investigation.

Detective Unit Update:

- No detective update.

Other items of interest:

- Commander Hansen graduated from the FBI National Academy, Session #258, on 12/19/2014.

Code Enforcement Property of the Week:

On December 23, 2014, Mountlake Terrace Code Enforcement became aware of a property located in the 5400 block of 240th Street SW having multiple code violations. Observed in the front yard of the property was a pickup truck appearing inoperable and unused for an extended period of time and having a flat tire. This is a violation of MTMC 8.15.050B1-all motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure. Also observed in the backyard of the property was a large pile of miscellaneous debris and wood. This is a violation 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. A code violations case was generated and notice sent to the property owner. Mountlake Terrace Code Enforcement will perform a follow up inspection on January 6, 2015.



NEWS RELEASES

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

- Katya Minkina Painting Exhibit Opens January 2
- Keep Your Pet Safe – Renew Their License
- Recycle Your Christmas Tree

MARK YOUR CALENDARS

- January 15, Snohomish County Cities Dinner, location TBD
- February 18-19, City Action Days, Olympia

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace