

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

February 13, 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 **Tuesday, February 17, 2015** 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) Public Hearing and Approval of Atworth Commons PUD/Preliminary Plat, and 2) Public Hearing and Adoption of Subdivision Regulations Ordinances.

The City Council's next work/study session is scheduled for Thursday, February 26, 2015 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 2015 Tour de Terrace Agreement (Tentative), 2) Review of Interlocal Agreement with City of Edmonds for Sharing 228<sup>th</sup> Street Construction Costs, 3) Review of Comprehensive Plan Utilities Element Update, and 4) Police Department 2014 Year End Update.

## **COMMUNITY MEETINGS AND EVENTS**

- **Presidents Day:** City Offices will be closed on Monday, February 16 in honor of Presidents Day. The Recreation Pavilion will be open on a [February 16 – April 5 schedule](#).
- **Pavilion Pool and Therapy Pool Opening and Ribbon Cutting Event:** Come celebrate the completion of the Pavilion pool liner repair and new therapy pool installation with a ribbon cutting ceremony and special event. Guests will be treated to a **FREE Swim on Friday, February 20 from 4:00 to 7:00 p.m. at the Mountlake Terrace Recreation Pavilion 5303 228<sup>th</sup> Street SW**. Along with the FREE swim, children may participate in the “fish pond” game, where they’ll fish for plastic fish with a pole that the Pavilion will provide from 4:00 to 6:00 p.m. Rubber duck races take place at 5:00 p.m. There will also be fitness demonstrations. The therapy pool ribbon cutting ceremony follows at 6:00 p.m. and the FREE recreation swim will continue until 7:00 p.m. The Verdant Health Commission Building Healthy Communities Fund provided a \$75,000 grant for building the therapy pool.
- **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 on Wednesday, March 11, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

## COMMUNITY AND ECONOMIC DEVELOPMENT

- **Construction permits are issued for 96-unit project in Town Center:** Civil site construction and building permits were issued for the construction of a four-story, mixed-use, building on a 0.86-acre vacant lot at 5525 244<sup>th</sup> Street SW. This site is located in the Town Center (BC/D), subdistrict C. The project, Mountlake Senior Living, is designed to provide 96 affordable residential units for independent seniors, aged 55 and older (not a state licensed facility). The building contains some commercial/office space on the ground floor together with understructure parking, including electric vehicle and bicycle parking, 3 stories of living units, and a shared rooftop open space. The building footprint will cover most of the site. A recessed entry courtyard provides access from the pedestrian activity area into the building. A parking reduction was approved based on a demonstration that the residence type did not need as many parking spaces as would otherwise be required. A pre-construction meeting was held by the City Construction Inspector, Building Official and Electric Inspector, with the contractor, on February 4, 2015. Groundbreaking began Monday, February 9, with completion expected in about 13 months.
- **Brighton School project construction update:** Building and civil construction plans are under review for Phase I of the Brighton K-8 school projects. Phase I is the renovation and reuse of the former City Church site, located at 21705 58<sup>th</sup> Avenue W. Staff is reviewing the plans for consistency with adopted codes and standards and the applicable conditions of approval. Interior remodel work is scheduled to begin the second week in February. Civil work will take place later this spring and through the summer. A water main extension in 58<sup>th</sup> north of 218<sup>th</sup> Street SW is part of the needed improvements to public infrastructure to serve the school. That work will be planned to occur immediately after the city completes its water main replacement work in 58<sup>th</sup> Avenue W. The school will be improving the street and sidewalk along the property frontage (east side of 58<sup>th</sup>) including a parking lane and the missing sidewalk section south of the school property to 220<sup>th</sup> Street SW. The intersection of 220<sup>th</sup> Street SW and 58<sup>th</sup> Avenue W will be converted, temporarily, to a four-way stop with a flashing warning light. Southbound 58<sup>th</sup> will be restriped to a 3-lane configuration; one lane in and two out, with the right hand lane a dedicated right turn only lane. Phase I is projected to open in the fall of 2015. No appeals to the Hearing Examiner's decision of approval, with conditions, were filed by the January 23, 2015 deadline.
- **Hearing Examiner approves a 2-lot Short Plat with Variance:** On January 27, 2015, the Hearing Examiner issued a written decision to approve the division of one parcel into two single-family residential lots together with a variance to street frontage improvements. The proposed short plat, located at 4807 224<sup>th</sup> Street SW, has an unusual parcel configuration with extenuating circumstances. The abutting street, a cul-de-sac, is paved but there is no curb/gutter or sidewalk along the subject lot side of the public street. A variance to eliminate the street improvements (sidewalk, curb and gutter and landscape strip) was granted due to the narrow street frontage (mostly driveway access), the existing shape of the cul-de-sac, and the negative impact completion of street improvements would have on the subject site (removal of significant trees) and on the driveway of an abutting parcel. Emergency vehicle turnaround in the cul-de-sac is sufficient. The city has no plans for capital improvements in this area. The Hearing Examiner held a public hearing on January 12. There was no public testimony. The approval decision is subject to appeal to the Superior Court for 21 days or by February 17, 2015.

## 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 project has been advertised and bids will be opened on March 9.
- **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.
- **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 storm system, concrete curb and gutter, and paving work is complete. Minor restoration and some utility repair work remain. Expect lane closures during utility repair, but no detours.
- **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 219<sup>th</sup> Street SW. All curb ramps will meet current Americans with Disabilities Act (ADA) Standards. Concrete curb ramps and pedestrian curbs have been poured and are getting a substantial amount of use. Some minor restoration work remains.
- **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 215<sup>th</sup>/216<sup>th</sup> Streets between 61<sup>st</sup> and 66<sup>th</sup> Avenues, 56<sup>th</sup> Avenue W between 216<sup>th</sup> and 220<sup>th</sup> Streets, 218<sup>th</sup> and 219<sup>th</sup> Streets west of 58<sup>th</sup> Avenue W, and in 54<sup>th</sup> Avenue W and 216<sup>th</sup> Street SW from 214<sup>th</sup> Street to 56<sup>th</sup> Avenue W. Work has started at 218<sup>th</sup> and 219<sup>th</sup> Streets. 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. Work will begin the week of February

16, and water will be off in 54<sup>th</sup> Avenue W south of 236<sup>th</sup> Street for most of Tuesday, February 17.

## **RECREATION UPDATES**

- **Recreation Visioning and Training:** Fifteen Recreation employees gathered on February 11 to build camaraderie, emphasize teamwork, brainstorm a new tag line, and identify areas of improved services and operations. Agreement Dynamics led the training from 9 a.m. to 3:30 p.m. Staff will meet in individual workgroups to refine goals and deliverables for each topic identified. The large group will get back together to discuss findings and action steps to take.
- **Spotlight your Organization:** We are currently seeking groups affiliated with the City that would like to “spotlight” their organization by hosting a table in the Pavilion lobby to talk to the public about what they do and hand out literature. The Mountlake Terrace library, Senior Center, MTYAA, and many more have been contacted. Spotlights will be held on one Saturday per month from 9 a.m. to 1 p.m.
- **Grand Re-Opening and Ribbon Cutting:** The Grand Re-opening event for the pool and the ribbon cutting for the Therapy Pool will take place on Friday, February 20 from 4:00-7:00 p.m. The Ribbon Cutting Ceremony will be at 6 p.m. From 4:00 to 7:00 p.m. there will be a FREE of charge Recreation Swim with special pool activities and demonstrations such as fishing for prizes, rubber duck race in the river, fitness class demonstrations, and more.
- **February Pool Closure:** Aquatic staff continue to work on projects around the natatorium and locker rooms, the men’s and women’s public locker rooms as well as the natatorium were painted. Some offices have been painted and much of the staff areas have been deep cleaned and organized. The Recreation Pavilion remains open during the pool closure with dance, fitness, youth programs, open gym, cardio and racquetball unaffected. The reopening date is scheduled for February 16 with the grand reopening event on February 20.
- **Free Swim Lessons for Third Graders:** If you have a 3<sup>rd</sup> grader who either resides or goes to school within the boundaries of the Edmonds School District – you have this great opportunity to receive 3 sets of swim lessons for free. This free swim lesson opportunity is provided through a grant from the Verdant Health Commission. Contact the Recreation Pavilion for more information. Recreation Staff will soon be visiting elementary schools to promote water safety through “Whales Tales” programming.
- **Swim Lesson Program:** Registration will remain open throughout the closure for those who still want to get into swimming lessons. The new sessions will begin the week of February 16. Swim Registration is currently 82% full with staff continually working on setting instruction schedules to open up classes to waiting lists.
- **Adaptive Aquatics:** Waitlists for Adaptive classes have been growing. To address these Coordinators have called those on the waitlist to see if they can attend during the 2:30—4:00 timeframe that ESD Swim Team occupies September through February. They will go forward with scheduling staff at 3:00, 3:30 and 4:00 for one on one instruction. 4:00-4:30 will be slated for a visually impaired class with 2-3 instructors. This timeframe will be offered during mid February to June and all participants will be advised of this when they are called to register. In speaking with Supervisors of other pools in the area that offer Adaptive

programs there is a large demand with large waiting lists and not enough instructors or pool time or space to address the demand.

- **First Aid & CPR Class:** Fire District 1 has a Heartsaver First Aid /CPR class for anyone over 12 years old. Anyone interested can register at the Pavilion or online for the class that meets at the Fire District 1 Headquarters in Everett on Saturday, March 21 9 a.m. to 4 p.m. for \$70.
- **Lifeguard In-Service:** The next in-service for Lifeguards will be after the Re-Opening and Ribbon Cutting Ceremony on February 20 where staff will concentrate on in water rescues.
- **Basic, Intermediate & Puppygarten Dog Obedience:** Classes are offered throughout the year. Dogs must have current vaccinations. Our final session of Basic Dog Obedience has begun with a full class. New Basic, Intermediate and Puppygarten classes will begin March 2, 4 and 5 Registration is open and space is available.
- **Clubhouse Zumba!** Zumba Fitness is happening every Monday and Wednesday, 10:30-11:30 a.m., at the beautiful Ballinger Park Clubhouse! Have a pre-lunch work out and shake the winter blues off your seat. Vidette McDowall will guide you through a fun cardio work out that feels like a party. All levels are welcome and modifications will be suggested and coached for individual needs. Register for the whole session or buy a punch card at the Recreation Pavilion, 5303 228<sup>th</sup> Street SW, Mountlake Terrace, WA 98043. For more information, call Dance and Fitness Programmer Chloe Davenport (425) 640-3107.
- **Adult Sport Leagues:** Spring Softball registration is underway and will end March 8. Leagues start the week of March 22. Basketball and Volleyball leagues are ongoing. Registration for the next spring leagues for basketball and volleyball just began.

### **Park Services and Property Management Updates**

- During the pool closure, Park and Recreation Staff have completed a lot of work including deck surfacing, pump and air handler repair, light replacement, plumbing and electrical work as well as some general painting and deep cleaning.
- Field repairs and improvements for the upcoming Baseball\Softball Season are underway. Work will include fence repair, turf repair, infield level and skinning, base placements, foul line painting and irrigation repair and prep. Recreation and Park staff attended two coaches meetings for the Mountlake Terrace Youth Association (MTYAA) on Thursday February 12, to discuss the upcoming season and maintenance practices.
- The Snohomish County P.U.D has requested some line maintenance brush and overgrowth removal in Terrace Creek Park. This activity is considered normal and routine maintenance of existing utilities and is therefore permitted as an exception under the Critical Areas chapter 16.15 of the municipal code. Snohomish County PUD will provide vouchers for appropriate replacement trees for any that are removed.
- Eagle Candidate Ryan Trueb has submitted his project and received approval to the city of Mountlake Terrace and the Mount Baker Council of the Boy Scouts of America. Ryan

intends to install the final piece of play equipment at Firefighters Memorial Park as part of the grant funded enhancements in the next few weeks.

- Eagle Candidate Dakota Damiano has an interest in completing an Eagle Project at the Matt Hirvela/Bicentennial Park. Dakota’s project entails continuing the pathway created during the sidewalk project and gazebo installation at the park. Dakota has drawn up plans to extend the pathway to the north along the west edge of the park and has received approval from the Mount Baker Council of the Boy Scouts of America. Dakota will be scheduling his project for December or January.
- Clara Guyot, a sixth grade student at Brighton School, is working with staff to have her class complete a project along the creek bed near Lake Ballinger. Clara and her group will be working along the Hall Creek Culvert on February 14. Clara and her group will then be doing a presentation before her class discussing the project and its benefits.
- Local Girl Scout Troop 43752 and their leaders are working with staff on a project at Matt Hirvela\Bicentennial Park. The troop is researching the possibility of donating and installing a bench through a fund raising effort. Superintendent Courtmanch is scheduled to meet with the troop onsite on Tuesday February 17, to discuss the potential locations as well as the history of the park. The troop will be looking to complete a project by the end of this spring.

**POLICE DEPARTMENT UPDATES**

*(February 4 2015, to February 10, 2015)*

<b>Agency Assists</b>	<b>Brier</b>	<b>Edmonds</b>	<b>Lynnwood</b>
Year to Date	7	4	7
Week	1	1	2

<b>Patrol Statistics</b>	<b>Week</b>	<b>Year to date</b>
Police Reports	70	405
Arrests / Misd. / Felony	14	122
Traffic Infractions	95	577
Verbal Warnings	75	521
Traffic Collisions	3	39
DUI's	0	7
FIR'S	18	127

<b>Burglaries</b>	<b>Commercial</b>	<b>Residential</b>
21900 Highway 99	X	
5000 243 <sup>rd</sup> Street SW		X
23100 66 <sup>th</sup> Avenue West		X
21800 44 <sup>th</sup> Avenue West	X	

22700 66 <sup>th</sup> Avenue West		X
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Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	6	0	34	16

**Vehicle Thefts/Recoveries/Prowls**

- 22700 Lakeview Drive      Vehicle Theft
- 23400 Lakeview Drive      Vehicle Theft
- 6700 235<sup>th</sup> Street SW      Vehicle Theft
- 6600 220<sup>th</sup> Street SW      Vehicle Theft
- 5400 212<sup>th</sup> Street SW      Vehicle Theft
- 5900 212<sup>th</sup> Place SW      Stolen Vehicle Recovery
- 22800 44<sup>th</sup> Avenue West      Stolen Vehicle Recovery
- 5600 237<sup>th</sup> Street SW      Theft from Vehicle
- 5200 241<sup>st</sup> Place SW      Theft from Vehicle
- 6300 219<sup>th</sup> Street SW      Theft from Vehicle
- 4200 214<sup>th</sup> Street SW      Theft from Vehicle
- 23300 Peterson Drive      Theft from Vehicle
- 6100 236<sup>th</sup> Street SW      Theft from Vehicle

**Significant Incidents:**

- No Significant Incidences.

**Detective Unit Update:**

- While a Mountlake Terrace Police Detective was investigating a missing person’s case, it was learned that this same missing person was to go on trial for a felony crime. During the investigation, the detective located the missing person in Arizona and contacted the United States Marshals Service who located the subject and arrested him without incident.

**Other items of interest:**

- On 02-10-2015, Deputy Chief Caw, Commander Hansen, Mountlake Terrace Prosecutor Sandy Sullivan, and Detective Froisland attended the Heroin/Opiate summit and training, which was held in the Hub at the University of Washington in Seattle.

**Code Enforcement Property of the Week:**

On 1/22/2015, Mountlake Terrace Police Code Enforcement received an anonymous Mountlake Terrace Anytime request involving a large pile of garbage and construction debris piled up in the front yard of a property located near the 3700 block of 223<sup>rd</sup> Street SW. Mountlake Terrace Police Code Enforcement documented the violations with photos, and issued an Notice of Violation in accordance with; MTMC 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, and MTMC 8.15.040.E - Building and construction material accumulations, stacks, or piles of building or construction materials not associated with

a current in-progress project including metal, wood, wire, electrical or plumbing materials in disarray or exposed to the elements on the property. Mountlake Terrace Police 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](#):

- Pavilion Pool and Therapy Pool Prepare to Open
- Mountlake Terrace Offers Free Swim Lessons for Third Graders
- William Houston Painting Exhibit Opens March 1
- Council to Consider Subdivision Regulations Ordinances, Feb. 17
- Council to Consider Atworth Commons PUD Feb. 17

## **MARK YOUR CALENDARS**

- February 18-19, City Action Days, Olympia
- February 20, 4:00-7:00 p.m. Pavilion Pool & Therapy Pool Opening, Recreation Pavilion
- February 25, 7:30 – 9:00 a.m. Snohomish County Update Featuring Executive John Lovick, Xfinity Arena, 2000 Everett Avenue, Everett
- March 11, 6:00-7:00 p.m., Coffee with the City, Recreation Pavilion
- June 23-26 – AWC 2015 Annual Conference: Engaging Future City Leaders, Wenatchee
- September 23, 7<sup>th</sup> Annual Evergreen Award Program, Ballinger Clubhouse
- Snohomish County Cities Dinner Dates (*No meetings in February, June, and December*)
  - March 19 – Location TBD
  - April 16 – Location TBD
  - May 21 – Location TBD
  - 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