

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

October 23, 2015

Members of the City Council  
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Council Members:

## COUNCIL MEETINGS

The City Council will hold a special meeting on **Monday, October 26, 2015 at 5:45 p.m.** in the Shoreline City Hall, 17500 Midvale Avenue N, Shoreline, for the purpose of **Meeting with Shoreline City Council to Discuss Joint Projects.** Agenda items include: (1) Economic Development and Lynnwood Link Extension, (2) Partnerships: Existing and Future Opportunities, and (3) Lake Ballinger Forum.

The City Council's next work/study session is scheduled for **Thursday, October 29, 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 of Draft Recreation, Parks and Open Space Master Plan, and (2) Third Quarter Police Department Report.

The City Council's next regular meeting is scheduled for **Monday, November 2, 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) Adoption of 2016 Legislative Agenda, (2) Review of Non-Conforming Use Standards Ordinance, and (3) Website Redesign Update (Tentative).

## COMMUNITY MEETINGS AND EVENTS

- **Lakeview Trail Ribbon Cutting Event:** Approximately 60 people attended the Lakeview Trail Ribbon Cutting on October 17. Lacey Harper, Deputy Director of External Affairs was there to represent Governor Jay Inslee. As a U.S. Congressman, Jay Inslee helped secure federal dollars that provided a majority of the funding for the Lakeview Trail project. Representative Luis Moscoso, Representative Cindy Ryu, District Director Joe Downes representing Senator Maria Cantwell, Snohomish County Councilmember Terry Ryan, former Mountlake Terrace Mayor and Snohomish County Councilmember Dave Gossett, and Mukilteo Mayor Jennifer Gregerson were also in attendance.
- **Coffee with the City:** Residents, business owners and others from the community are invited 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, November 4, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

## ADMINISTRATIVE SERVICES

- **Emailed Invoices/Statements Accepted:** The City of Mountlake Terrace is now accepting emailed invoices/statements from city vendors. If you do business with the city, you may now send your invoices to [AP@ci.mlt.wa.us](mailto:AP@ci.mlt.wa.us). If you have any questions please call 425-744-6218 or 425-744-6209.
- **Passport Fraud Training:** City personnel are attending training for Passport Fraud during the month of November.
- **Wellness Program:** The city will be implementing a Wellness Program beginning January 2016. If successful in meeting certain criteria, the city will be eligible for a discount in medical insurance costs beginning in 2017, which could mean approximately \$40,000 in annual savings.

## COMMUNITY AND ECONOMIC DEVELOPMENT

- **Final applications submitted for Atworth Commons:** Final Plat and Final Planned Unit Development applications have been submitted for Atworth Commons. Atworth Commons is a proposal to subdivide the 4.35-acre site, located on the west side of 56<sup>th</sup> Ave W at 216<sup>th</sup> St SW, into 31 single-family residential homes and three open space areas under a concurrent planned unit development (PUD) process.

The PUD process allows deviation from the underlying zoning standards that would otherwise apply by designing a project that makes efficient use of the land, results in a better development that would otherwise be achieved, adheres to building and landscaping standards specific to the development, and can provide a benefit to the public.

Atworth Commons features residential lots ranging in size from 2,600 - 4,700 sf., narrow streets, landscaping of the perimeter of the site and street trees, building design requirements, and several common open spaces available for public use including a  $\frac{3}{4}$  acre park on the west side abutting 58<sup>th</sup> Ave W. A pedestrian/bike/emergency access connection is provided between 56<sup>th</sup> and 58<sup>th</sup> Ave W.

The City Council approved, with conditions, the preliminary plat and concurrent planned unit development on January 12, 2015. To complete the subdivision, final approval of the plat, PUD and an associated rezone of the site with a PUD overlay designation is required (The Rezone application was submitted this summer and has been on hold pending receipt of these applications.)

Staff will need to determine the applications are complete and evaluate the submittals for consistency with the preliminary plat and PUD conditions of approval and the applicable final plat and PUD criteria.

A public meeting will be held by the Planning Commission for a recommendation to the City Council. The Council will hold a public hearing on the Final PUD and Rezone and issue concurrent decisions on the Final PUD, Rezone and Final Plat. The meetings are expected to occur early 2016.

- **Interest to Develop in Mountlake Terrace grows:** Several new concepts for development have been submitted to the Community and Economic Development Department for discussion this fall. Most of the proposals include townhomes for all or part of the layout. The prospective projects are located in the northern part of the city, in districts zoned for multifamily use or in the Town Center. One of the Town Center projects is planned only for commercial use. The proposals cumulatively include 39 townhomes and 16 multi-residential units. While these proposals may not all move forward as proposed, it is a reflection of interest to locate in Mountlake Terrace.

## **ENGINEERING SERVICES UPDATES**

- **Lakeview Trail Project:** During the week of October 26, the contractor will be working on landscaping, fencing and striping. The free right turn from westbound 236<sup>th</sup> Street SW to northbound 65<sup>th</sup> Place W is closed as a new signal is being constructed at the intersection. Drivers need to proceed to the intersection and then make a right turn. Expect lane closures but no detours on 228<sup>th</sup> Street SW/Lakeview Drive/236<sup>th</sup> Street SW from the Interurban Trail to I-5. On-street parking restrictions are in place for Monday-Thursday. Normal work hours are 7:00 a.m. to 6:00 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 percent plans, specifications, and estimate. Universal Field Services is currently working on right-of-way activities. The City is phasing the project and design and right-of-way acquisition will be completed with 236<sup>th</sup> as Phase 1 and 56<sup>th</sup> as Phase 2. Design is anticipated to be complete in early 2016.
- **North Side Water Main Improvements:** During the week of October 26, work will continue on 216<sup>th</sup> Street SW with tie-ins and service connections. The contractor will start on the west side of 66<sup>th</sup> and work eastward. Expect delays. At times there will be a uniformed officer directing traffic at the 216<sup>th</sup>/66<sup>th</sup> intersection while the traffic signal is in red flash mode. Use of alternate routes is recommended. On-street parking will be restricted during construction. Expect to be towed if you are parked in a No Parking zone. Normal work hours are 7:00 a.m. to 5:00 p.m., Monday-Friday. This project is expected to be completed this fall.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds has begun construction of an extension of 228<sup>th</sup> Street SW from 76<sup>th</sup> Avenue W to SR99. This project will include new traffic signals at SR99/228<sup>th</sup> and at 76<sup>th</sup>/228<sup>th</sup>, and will also include reconstructing 228<sup>th</sup> Street/Lakeview Drive from 73<sup>rd</sup> Place W to the Ballinger Playfields. Edmonds' contractor is expected to be working in the City of Mountlake Terrace portions of the project through the fall. The majority of the work in Mountlake Terrace has been completed, but there is still some minor cleanup to be performed. Expect lane closures on 228<sup>th</sup> Street SW/Lakeview Drive in this area. Typical work hours will be Monday-Friday from 7:00 a.m. to 5:00 p.m. Expect longer delays during the construction activity. Motorists

should consider using alternate routes. Residential, pedestrian, and business access will remain open throughout the project.

## **RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES**

- **Swimming Lessons:** The second weekday session of swimming lessons is now underway. Registration will remain open until the third lesson for those who are considering getting into swimming lessons. The weekend swimming lesson preregistration will take place the weekend of October 23, 24 and 25 with resident registration on October 26 and online and open registration on October 27. The lesson schedule for this session will be available online and in the lobby of the pavilion by noon on Wednesday, October 21. These lessons will begin October 30, 31 and November 1.
- **Flu Shots at the Pavilion:** The Seattle Visiting Nurse Association (SVNA) and the City of Mountlake Terrace are partnering to offer FREE flu shots for uninsured residents. The shots will be available on Wednesday, October 28 from 4:30 to 7:00 p.m. at the Mountlake Terrace Recreation Pavilion Lobby, 5303 228<sup>th</sup> Street SW. Funding to support these no-cost flu shot clinics is provided by the Verdant Health Commission program of Public Hospital District No. 2.
- **Thanksgiving Weekend Swim Schedule:** The pool and facility schedule for November 25-29 is currently online and available in the lobby of the pavilion. The Recreation Pavilion will be closed on Thanksgiving November 26 and will be running on a modified schedule the rest of the weekend. No swimming lessons are scheduled during this time. Visit the Recreation web page <http://www.cityofmlt.com/cityServices/recreation/indoorPool/swimSchedule.htm>.
- **Espresso Special:** The Recreation Pavilion's espresso stand is offering a great special next week. 10/25-31, come by and get \$.50 off a 16oz Almond Spice Latte!
- **National Chocolate Day:** Wednesday, October 28 is National Chocolate Day. Celebrate with us at the Pavilion! \$.50 off Hot Chocolates and Mochas all day!
- **Hazard Tree Removal:** Park Services will be working with a contractor to remove hazard trees at Matt Hirvela/Bicentennial Park beginning on October 26. The trees in question are dead or dying and need to be removed for the safety of park patrons. The park will be closed for two-weeks during the removal process.
- **Eagle Scout Volunteer Projects**  
Eagle Scout Candidate Dakota Damiano is scheduled to complete an Eagle Project at 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 completing his project in November.

Eagle candidate Gavin Clark has met with city staff with an interest in completing a project over the winter. Gavin is interested in working with MLT DOG to enhance amenities at the Mountlake Terrace Off-Leash Dog Park, possibly installing a retaining wall near the fence line.

- **Help Wanted in Recreation!** Recreation positions currently available and posted on the website at <http://www.cityofmlt.com/cityServices/humanResources/currentJobs.htm> include:  
Lifeguard (part time)  
Swim Instructor (part time)  
Before or After School Assistant  
Preschool Assistant (part time)  
Children's Dance Instructor (part time)  
Zumba Instructor
- **Adult Sports Leagues:** Fall leagues have begun. Registration for winter leagues will begin November 16. Volleyball and basketball are available in winter. For more information, contact Kevin Witte at (425) 640-3105 or [kwitte@ci.mlt.wa.us](mailto:kwitte@ci.mlt.wa.us).
- **Kidz Love Soccer:** Kidz Love Soccer runs an acclaimed soccer program that lets kids have fun and learn important skills at the same time. This program emphasizes sportsmanship, effort, learning and most of all fun for all ages! Fall Sessions are underway. New sessions begin on November 1. Call (425) 776-9173 x 0 to register or for more information.
- **Racquetball Tournament:** Players from around the area will compete in this one-day racquetball tournament. The tournament will be held Saturday, December 5. Registration is open! Deadline is Monday, November 30. For more information, or to register, call (425) 776-9173x0
- **Fitness and Dance for Adults:** We are offering some great fitness opportunities. Expecting mothers can join our "Fit 4 Baby" classes and get ready for all the excitement that childbirth and new babies bring while making friends. Also don't miss our new PiYo workout, a Pilates and Yoga based workout to music. Other classes include Tai Chi, Yoga, Turbokick, Boot Camp, and Stretch & Tone. We also offer great fun and fitness with dance. Dance classes for teens and adults include East Coast Swing, Ballet, Tap, and the ever-popular Zumba!
- **Mountlake Terrace Dance Academy:** The school year is underway with solid Ballet, Hip Hop, Irish Step and Tap programs. We are still taking registration. It's not too late to join us. We'll have our first stage performance on December 12 at the MLT HS Theater. Times will be announced in early November. We are currently seeking a charismatic jazz and musical theater instructor to add to our team of teachers.
- **Costume Carnival:** On October 24 from 5:00 to 9:00 p.m., MLT Dance Academy and Kontagious Dance Company are hosting the 9th annual Costume Carnival at the Terrace Park Elementary School gym. Admission is \$5 per person or \$10 per family up to four people. This event raises scholarship funds for motivated kids who need financial support to follow their passion for dance. Everyone is invited to attend this fun filled event with carnival games for all ages and great dance and musical performances. Dress up and bring your friends!
- **Yoga and Dance for kids:** We offer energetic quarterly classes to toddlers and preschoolers. Parent/Toddler dance is for parents with kids 18 months to 3 years old, Family Yoga for ages 2-7 with their favorite adult, Creative Dance and Creative Pre-Ballet for preschoolers and half day Kindergartners.

## **POLICE DEPARTMENT UPDATES**

(October 14, 2015 to October 20, 2015)

**Weekly activity numbers are unavailable this week due to the New World transition.**

### ***Significant Incident:***

- On 10/14/2015 at 12:59 a.m., Washington State Patrol was pursuing a red SUV that left a traffic stop at a high rate of speed just north of Mountlake Terrace. During the pursuit, the vehicle, which was stolen, had exited the southbound off ramp at 220<sup>th</sup> Street SW. The driver lost control of the vehicle and collided with the fence on the eastbound traffic side of 220<sup>th</sup> Street SW. The driver/suspect exited the vehicle and fled the scene on foot. With assistance from nearby agencies, the area was searched but the suspect was not located. On 10/14/2015 at 9:30 a.m., the suspect was safely arrested by Mountlake Terrace Patrol Officers, after they received a call from a resident who found the suspect asleep under bushes in her yard in the Melody Hill area. The Washington State Patrol soon arrived and took custody of the male subject.
- On 10/16/2015 at 7:47 p.m., a Mountlake Terrace resident reported that an unknown male subject attempted to lure her eleven-year-old daughter into his vehicle while she was walking home near Mountlake Terrace Elementary School. The incident happened on 10/16/2015 at 4:20 p.m. The eleven-year-old female told Officers while she was walking home an unknown male (white male with brown hair), who was driving a blue BMW, asked if she needed a ride or if she was lost. The female told him no and the male subject drove away. The female stated that she became scared and hid in some nearby shrubs. While the female was hiding, the male in the blue BMW returned, exited his vehicle and looked around the area. The male eventually left the area in his vehicle and the female safely ran home. No license plate number was obtained.

### ***Detective Unit Update:***

#### **Cases assigned**

- 1- Burglary
- 1- Narcotics
- 1- Suspicious Circumstances
- 1- Assault

#### **Cases cleared:**

- 1 - Theft

### ***Directive Enforcement:***

- Patrol emphasis at Studio 6.
- Extra patrol presence and support at Mountlake Terrace High School due to the tragic death of a student.

### ***Code Enforcement Property of the Week:***

On 10/21/2015, Mountlake Terrace Code Enforcement observed a property located in the 23200 block of 54<sup>th</sup> Avenue West having code violations. Observed in the front yard of the

property was miscellaneous junk and debris. Also observed on the front lawn of the property was an old couch. These are violations 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) and MTMC 8.15.040H-(all broken or discarded household furniture, furnishings or equipment, or any appliances not in an approved enclosed structure, in the front, side or back 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 11/4/2015.



### ***Other Items of Interest***

- On 10/14/2015, Chief Wilson attended the graduation of Officer Moss who successfully completed an extensive 3 day Honor Guard Training Program in Tacoma. Officer Moss is a member of the South Snohomish County Honor Guard Detail. Over 140 law enforcement, corrections, and fire department personnel from Washington, Montana, Idaho, and Oregon attended the class.
- Supervisors and acting supervisors attended New World Case Management and Approval Training on 10/13/2015.
- Police Chief Wilson, Deputy Police Chief Caw and Commander Pickard had lunch with the seniors at the Mountlake Terrace Senior Citizen Center on 10/15/2015.
- Police Chief Wilson, Deputy Police Chief Caw and Interim City Manager Hugill met with residents who live near the Studio 6 Motel to discuss crime in the area and crime prevention/enforcement opportunities.

### **NEWS RELEASES**

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

- Community Celebrates New Lakeview Trail

## **MARK YOUR CALENDARS**

- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 4, 6:30 p.m., Tree Lighting, Evergreen Playfield Complex
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- Snohomish County Cities Dinner Dates (*No meeting December*)
  - November 19 – Location TBD

Sincerely,  
SCOTT HUGILL  
Interim City Manager  
City of Mountlake Terrace