

# CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

November 27, 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 work/study session is scheduled for **Thursday, December 3, 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) Economic Alliance Snohomish County Annual Report Presentation, (2) Review of 2016-2020 Recreation and Park Fees Resolution, (3) Review of Lake Ballinger Watershed Forum Interlocal Agreement Second Amendment, (4) Review of Community and Economic Development Permit Fees Schedule and Resolution, and (5) Review of Non-Conforming Use Standards Ordinance (Tentative).

The City Council's next regular meeting is scheduled for **Monday, December 7, 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) Washington Association of Sheriffs and Police Chiefs (WASPC) Police Department Accreditation Award, (2) Continuation of Public Hearing and Adoption of 2015-2016 Mid-Biennial Budget Modification Ordinance, (3) Approval of Recreation, Parks, and Open Space Master Plan, and (4) Review and Adoption of City Attorney Contract.

## COMMUNITY MEETINGS AND EVENTS

- **Mountlake Terrace Tree Lighting Ceremony:** The Annual Tree Lighting Ceremony is Friday, December 4, from 6:30 to 8 p.m. at Evergreen Playfield, 22205 56th Avenue W and features a concert by Mountlake Terrace Elementary and Terrace Park Elementary School students, a visit from Santa and the traditional lighting of the tree. This year's Tree Lighting Ceremony is sponsored by Vineyard Park at Mountlake Terrace.
- **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, December 9, 2015 from 6:00 to 7:00 p.m. in the Jungle Room.

## COMMUNITY AND ECONOMIC DEVELOPMENT

- **Atworth Commons subdivision review proceeds:** On November 13, 2015, all applications necessary to review the final plat and final planned unit development (PUD) for Atworth Commons development were determined complete. The proposed subdivision, located on a

4.35-acre site between 56<sup>th</sup> and 58<sup>th</sup> Avenues W at 216<sup>th</sup> Street consists of 31 single-family residential homes and three open space areas. The development proposal consists of smaller lot sizes, narrow tree-lined streets, required building design standards and a ¾-acre park available for public use. A public pedestrian/bike/emergency access path connection is provided between 56<sup>th</sup> and 58<sup>th</sup> Avenues W.

Final action on the proposal requires a determination of consistency with the preliminary plat and PUD conditions of approval and final plat and PUD criteria. A rezone of the site as a PUD overlay on the underlying RS 8400 zoning district will assure the special provisions of the PUD prevail during the life of the development.

The Planning Commission will hold a public meeting to consider the applications and forward their recommendation to the City Council. The City Council will hold a public meeting on the final plat and concurrent public hearings on the final PUD, the rezone and the relinquishment of existing public utility easements (replaced by new public utility easements) and make a final decision. The meetings and hearings are expected to occur in January 2016.

- **Brighton School completes screening of rooftop equipment:** Brighton School, a new private school, was approved under a conditional use permit (CUP) and opened in September 2015. The school is located at 21705 58<sup>th</sup> Avenue W. A condition of the CUP approval was to add screening to rooftop equipment with material, color and design that will be architecturally and visually attractive when viewed from the ground or the nearby single-family residences.

The screening work has been completed. It consists of a parapet of aluminum panels color matched to the dark green trim on the school building. The screening, while functional, integrates architecturally with the building and enhances the overall appearance and completeness of the building.

## **ENGINEERING SERVICES UPDATES**

- **Lakeview Trail Project:** During the week of November 30, the contractor will be working on landscaping, irrigation, and striping. The new traffic signal at 236<sup>th</sup> Street SW and 65<sup>th</sup> Place W is fully functional. The timing for this signal includes an exclusive pedestrian phase. When the signal is on for pedestrians to cross at one of the crosswalks, the pedestrian signal will be on for all of the crosswalks. If pedestrians/bicyclists do not press the button for a walk signal, the pedestrian phase will be skipped. This signal has been set up this way due to the large volume of vehicles that travel southbound on 65<sup>th</sup> Place W and then turn left onto 236<sup>th</sup> Street SW. These left turns create a conflict with trail users who are crossing 236<sup>th</sup> Street SW at this intersection. 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.
- **North Side Water Main Improvements:** During the week of November 30, concrete and pavement restoration work will begin, weather dependent. Expect delays. 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 continues 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.
- **Lynnwood Emergency 212th Water Main Project:** The temporary repair for a broken water main on 212th Street SW near 60th Avenue W was completed and the road reopened on Friday, November 20. The road will remain open until the spring when the water main will be repaired by the City of Lynnwood. Minor repairs over the next few weeks may include lane closures and detours.

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

- **Hazard Tree Removal:** Park Services is working with a contractor to remove hazard trees at Matt Hirvela/Bicentennial Park. The trees in question are dead or dying and need to be removed for the safety of park patrons. The park is closed, but upon reopening, only a portion of the park will be available for public use.
- **Eagle Scout Project:** Eagle Candidate Dakota Damiano completed his project at Bicentennial Park over the weekend. He added more than 100 feet of trail to the park. These projects show a terrific ongoing partnership between Boy Scouts and the city. Many projects have resulted in numerous hours of volunteer work and budget savings to the city over the years.
- **Mountlake Terrace Dance Academy:** The Dance Academy is getting ready for its annual Winter Concert December 12 at 2:00 p.m. Dancers ages 3½ through adults will be performing at the Mountlake Terrace High School Theater with a variety of music and dance styles including Ballet, Jazz, Tap, Hip Hop, Irish Step and Hawaiian Hula. Tickets will be available at the door for \$8 and everyone is welcome. Don't miss this opportunity to support your local dance community and watch a fun, heartwarming, one-hour show.
- **Personal Training:** Michele Tobias is now providing personal training opportunities at the Recreation Pavilion. Interested folks can purchase a card for one, three or six sessions at the Pavilion. She has been teaching for the community for about 6 months and is an inspiration and always a lot of fun to workout with. People of all fitness levels are invited to drop-in or register for her new classes, PiYo, a Pilates and Yoga mix and Boot Camp. She also has been having great success with our SilverSneakers community, expanding the class options with Yoga and Circuit Training while keeping the classics class alive and well.

- **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)  
Jazz/Tap Instructor
- **Espresso Specials:** The Recreation Pavilion's espresso stand will have some great fall drink specials this November and December. Each week, receive \$.50 off a 16oz special! The special for November 29-December 5 is Hazelnut Divinity White Mocha.
- **Adult Basketball and Volleyball:** Winter sports registration is now open! Men's basketball, recreational and competitive, begins Monday, January 4, 2016. Co-ed volleyball begins on Tuesday, January 5, 2016. For information, or to register, call (425) 776-9173 x0.
- **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
- **Gift Giving Campaign:** The Mountlake Terrace Youth programs will be participating in the annual holiday gift giving campaign. Information on families in need is being gathered. Requests for gifts will be coming in early December.
- **Youth Programs:** On Thursday, November 19, Recreation Programmer Tracie Neal and Recreation Leader II Anne Ford attended the Early Achievers Northwest Washington 2015 institute. The classes included "creative curriculum" materials, with some "make and take activities" to take back to the classroom. Other classes, included an "Environment Rating Tool" (ERRS) for gathering information and materials to be rated for Early Achievers. Youth and preschool programs are scheduled to be rated in the spring of 2016.
- **Swimming Lessons:** The next pre-registration will take place December 14, 15, 18, 19 and 20 for those currently in swimming lessons. Mountlake Terrace registration will be December 21 and open and online registration will be December 22. These registrations will be for the first sessions in January 2016.
- **Holiday Schedule for Thanksgiving Weekend:** A special schedule is posted online <http://www.cityofmlt.com/cityServices/recreation/indoorPool/swimSchedule.htm> and is available to pick up at the Pavilion front desk. November 25-29 will be a modified schedule. The Pavilion will be closed on Thursday, November 26 for Thanksgiving. November 25, the pavilion will close early at 6:30 p.m. and will have shortened hours on November 27-29. There are no swimming lessons scheduled during this time.

## **POLICE DEPARTMENT UPDATES**

(November 18, 2015 to November 24, 2015)

Due to the ongoing New World/RMS transition and complexity of retrieving accurate year-to-date activity numbers at this time, **ONLY WEEKLY** activity numbers will be documented during the remainder of 2015. Year-To-Date and weekly activity numbers will begin January 2016.

Note: Due to the Thanksgiving Holiday, the weekly activity numbers below are from November 18 through 23, 2015.

<b>WEEKLY ACTIVITY</b>								
	Reports	T-Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<b>Week</b>	27	96	4	5	1	0	0	5
<b>YTD</b>	-	-	-	-	-	-	-	-

### ***Significant Incidents:***

- On 11/21/2015 at 5:33 p.m., Mountlake Terrace Police Patrols responded to the 22800 block of 44<sup>th</sup> Avenue West for a report of an attempted luring. It was reported that a white male in his 40's with brown and gray hair, medium build wearing a dark colored leather jacket and dark rimmed glasses asked two children if they wanted to see "Batman". The male told the children that his sports car was nearby. The male was in front of the Ace Hardware Store. The children declined his invitation and soon met their father at a nearby business.

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

#### **Cases assigned:**

- 1 – Sex Offense
- 1 – Theft
- 3 - Assaults
- 1 - Robbery

#### **Cases closed:**

- 1 – Burglary
- 1 - Sex Offense
- 1 – Suspicious Circumstances Report
- 1 – Death Investigation
- 2 - Assaults/Stabbings

***Directive Enforcement:***

- Mountlake Terrace Patrol Officers continued their patrol emphasis at the Studio 6 Motel and the surrounding neighborhoods.
- Mountlake Terrace Patrol Officers have been regularly visiting their assigned Mountlake Terrace Schools.

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

- On 10/21/2015, Mountlake Terrace Code Enforcement received a property nuisance complaint and associated parking complaints located near the 5900 block of 228<sup>th</sup> Street SW. When Mountlake Terrace Code Enforcement arrived, they observed junk vehicles, vehicles parked on unimproved surfaces, discarded household items and debris, and RV's with expired licenses. Mountlake Terrace Code Enforcement issued a Notice of Violation to all parties associated with the property and vehicles. Mountlake Terrace Code Enforcement also issued parking citations to two RV's parked on the right of way with expired tabs. The following nuisance violations were; 8.15.040.I-(Debris and trash accumulations), 8.15.040.H.1-(All broken or discarded household furniture, furnishings, or equipment, or any appliances not in an approved enclosed structure), 8.15.050.B.1-(All motor vehicles that are junk, inoperable or unused, 8.15.050.B.2-Motor vehicle's belonging to a person other than a resident may not be stored on a property outside a fully enclosed structure), 8.15.050.B.4-(Recreational or utility vehicles stored in a front yard shall be parked on an improved surface, or on a maintained surface), 8.15.050.B.8-(Recreational or utility vehicles parked outside of a building shall be maintained in a clean, stable and well-kept state), and 8.15.050.B.10-(Any vehicle, including a recreational or utility vehicle, parked in a side yard shall be at least three feet away from the structure, and shall allow for at least five feet of clear access on one side or the other between the structure and the property line). Mountlake Terrace Code Enforcement will continue with the civil process until the nuisances on this property are abated.



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

- Last week, Chief Wilson and Deputy Chief Caw attended the Washington Association of Sheriff and Police Chiefs (WASPC) fall conference. During the conference, the city was awarded a certification of accreditation for successfully meeting the professional standards as outlined by the Washington Association of Sheriff and Police Chiefs Law Enforcement Accreditation Program. Mike Painter, the Director of Professional Service, will present the Police Department with the award at the December 7, 2015 City Council Meeting.
- Last week, Sergeants Haynes, Lowe, and Sheets attended Middle Management Training at the Washington State Criminal Justice Training Academy in Burien, Washington.

### **NEWS RELEASES**

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

- Police Seek Information Following Child Luring
- Be Careful with Candles
- Holiday Crime Prevention Tips

### **MARK YOUR CALENDARS**

- December 4, 6:30 p.m., Tree Lighting, Evergreen Playfield Complex
- December 9, 7:00 a.m., Employee Appreciation Breakfast, Nile
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

SCOTT HUGILL  
Interim City Manager  
City of Mountlake Terrace