

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

February 19, 2016

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, March 3, 2016** 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 RPAC's 2015 Accomplishments and 2016 Work Program, (2) Review of Arts Advisory Commission's 2015 Accomplishments and 2016 Work Program, (3) Briefing on Preliminary TOD Draft Development Agreement (Gateway Project) (Tentative), (4) Review of Non-Conforming Use Standards Ordinance, (5) Review of Advisory Committee Members for ST2 Light Rail Station Design, (6) Review of Resolution to Surplus Utility Property (Utility Easements) and Authorize Interim City Manager to Release the Easements in Connection with Atworth Commons Project, and (7) Review 2016 Tour de Terrace Agreement.

The City Council's next regular meeting is scheduled for **Monday, March 7, 2016** 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) Continuation of Public Hearing and Adoption of Non-Conforming Use Standards Ordinance, and (2) Public Hearing and Adoption of Resolution to Surplus Utility Property (Utility Easements) and Authorize City Manager to Release the Easements.

COMMUNITY MEETINGS AND EVENTS

- **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 228th Street SW on Wednesday, March 9, 2016 from 6:00 to 7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **City Manager Recruitment Update:** A Professional Services Agreement with Colin Baenziger & Associates was approved by City Council at their February 16 meeting. The agreement includes a scope of services and timeline for the process. As currently proposed, the timeline would include a recruitment from mid-February to March 11, background/reference checks from mid-March to early April, City Council selection of finalists in mid-April, and a community reception and final interviews in late April. Once approved, the final schedule will be announced to the public.

COMMUNITY AND ECONOMIC DEVELOPMENT UPDATES

- **Melody Hill Shops and Apartments:** The proposed Melody Hill Shops and Apartments, located at 6205 222nd Street SW (former site of Melody Hill Elementary School) were Noticed as a complete application on January 4, 2016 with a 30-day public comment period which ended on February 12 at 5:00 p.m. The project, located on a 6.5 acre site, consists of 464 residential units above 71,000 sq. ft. of ground floor commercial space and underground/surface parking across two six-story buildings.
- **Atworth Commons:** Atworth Commons Rezone, Planned Unit Development, and Final Plat, located at 5601 216th Court SW is a 31-lot single-family development currently under civil site construction by Sundquist Homes. On February 8, the Planning Commission held a work session to review the final applications. The Planning Commission will hold a public hearing on February 22 to determine the consistency of those applications with the criteria and preliminary conditions of approval and make a recommendation to the City Council. The City Council will subsequently hold a public hearing in March and make final decisions on the plat of Atworth Commons.
- **Mountlake Senior Living Construction Progresses:** Construction is progressing rapidly on the Mountlake Senior Living Apartments, located in the Town Center District on the north side of 244th Street SW, east of 56th Avenue W. The four-story mixed-use building will provide 96 residential units and about 2,200 square feet of office/commercial space. Most of the site is covered by the building footprint with a one-level parking garage behind the office spaces.

The main entry to the building is from a landscaped courtyard facing 244th Street SW. The foyer provides access to the residential lobby, offices, mailroom and the parking garage. Some noteworthy features of the building are six-foot wide hallways, recessed doorways to each residence, and multiple units sharing a semi-private courtyard or with private decks. A rooftop courtyard/open space offers dramatic views of Mount Rainier and the Olympics.

This is a SHAG development offering residential units for a mix of incomes for persons 55 years of age and older who are able to live independently. Some of the residential units will be market rate. The building is scheduled for completion in late spring.

ENGINEERING SERVICES UPDATES

- **Lakeview Trail Project:** During the week of February 22, the contractor will be working on roadway striping along with some cleanup items in anticipation of project completion and a final walkthrough by WSDOT. 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 through Thursday. Normal work hours are 7:00 a.m. to 6:00 p.m., Monday through Thursday.
- **Edmonds' 228th Street SW Corridor Improvement Project:** The City of Edmonds continues 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. Edmonds' contractor is expected to be working in the City of Mountlake Terrace portions of the project through the winter. The majority of the work in Mountlake Terrace has been completed, but there is still some minor cleanup work. Expect lane closures but no detours on 228th Street SW/Lakeview Drive in this area. Typical work hours will be Monday through 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. The project is scheduled to be completed in spring 2016.

- **227th Street SW Sidewalk Improvements (56th to 58th Avenues):** This project will construct curb, gutter and sidewalk on the south side of 227th Street SW between 56th and 58th Avenue W. This project includes ADA ramps, a planter strip, and roadway and drainage improvements on the south side of the roadway. During the week of February 22, the contractor will be working on grading for curb, gutter, and sidewalk and stormwater work within the rights-of-way. Construction is expected to be complete this spring.
- **Lynnwood Emergency 212th Water Main Project:** The design process is underway for a broken water main on 212th Street SW near 60th Avenue W. The water main has been repaired and 212th is open with the asphalt left 2-inches low until the water main is replaced. Temporary signage will be in place for several months until the water main replacement and final lift of asphalt is installed later this year by the City of Lynnwood. Lynnwood is anticipating construction to begin at the end of February and be complete in two to three months.
- **PSE gas main replacements:** PSE is replacing gas mains on 240th Place SW from 50th Place W to 52nd Avenue W and on 44th Avenue SW from 224th Place SW to 224th Street SW. There may be lane closures but no detours.

RECREATION, PARKS AND PROPERTY MANAGEMENT UPDATES

- **Espresso Specials:** Some great sweetheart-inspired coffee specials are available in February. Each week, receive \$.50 off a 16oz!
- **Leadership Training:** On Tuesday, February 9, Tracie Neal attended leadership training on "Implementing a Disaster Preparedness Plan." The class focused on how important it is to have a plan in case of a disaster. Topics included who will do what and how to release children in childcare to their parents safely. Youth Programs are required to have four drills a year, Fire Drills, Lockdown Drills, Earthquake Drills, and Shelter in Place. Staff and children practice these drills quarterly.
- **Adult Softball:** Spring softball registration is open! Men's, co-ed and women's leagues are available. New reduced fee of \$480 for 8 games! Games played Sunday-Friday. For more information, or to register, contact Kevin Witte (425) 640-3105 or kwitte@ci.mlt.wa.us.
- **Mountlake Terrace Dance Academy:** The Dance Academy is currently taking registrations for second semester. Classes began on February 2 and run through June 18. Ballet, Hip Hop, Tap, Jazz, Irish Step, Creative Dance, Pre-Ballet and Ballet /Tap combination classes are

available for kids ages 4-19. All Academy classes are involved in our Spring Recital on June 11 at the Mountlake Terrace High School Theater. Our newest Academy class is Teen Tap / Jazz on Tuesdays from 5:00-6:00 p.m. This class is intended to help teenagers prepare for musical theater auditions. They'll be instructed in the basics of tap and jazz technique with an emphasis on learning routines. For more information, contact Dance Programmer Chloe Davenport at (425) 640-3107 or cdavenport@ci.mlt.wa.us.

- **Dog-Training Classes:** The dog obedience classes are currently underway. The next session will begin in March. Basic Dog Obedience meets Monday nights from 7:30-8:30 p.m., the Intermediate Dog Obedience class meets Wednesdays from 7:30-8:30 p.m. and Puppygarten, a beginning class for puppies 8-16 weeks old, meets on Thursdays from 7:30-8:30 p.m. All dog obedience and training classes meet in the Jungle Room at the Recreation Pavilion. The next Dog First Aid/CPR class is scheduled for April 9 from 9:30 a.m. to 12 p.m. Certified Professional Dog Trainer Caren Malgesini is the instructor for our dog obedience and dog first aid classes.
- **Summer Camps:** Summer is approaching fast. Don't miss out on the opportunity to register your child for fun in the sun! Summer Camp registration begins March 7 for all programs: Aqua Kids, All-Stars and Majors full day camps, Jr. Kids Krew – MLT Minors camp, dance camps, Skyhawks, tennis and more. Go to www.mltrec.com/summer for dates, details and forms. Camps fill quickly. Check it out today!
- **Swimming Lessons:** The new session of Monday/Wednesday and Tuesday/Thursday lessons has begun. More instructors have been hired so that new classes could be added. The weekend swimming lessons will begin February 19, 20 and 21. The schedule of lessons offered is currently online at (<http://www.cityofmlt.com/529/Swim-Instruction>) and available at the front desk of the Recreation Pavilion.
- **Lifeguard of the Month:** At the Lifeguard In-Service on Friday, February 5, Gloria Harris was named the Lifeguard of the Month and the Instructor of the Month for helping out by substituting for others, coming in to help mentor new swim instructors and picking up lifeguard shifts that needed to be filled. During this in-service, staff worked on response time of rescues.
- **Forest Crest Improvements:** MTYAA installed new fencing on the middle baseball field at the Forest Crest playfields. The fencing encloses the dugout area to improve safety for the kids during games. MTYAA partners with the city each year to improve the ball fields.
- **Field Preparations:** The Parks Department is working hard to prepare fields for spring baseball. Fields open March 1. Work is being done on the infields and grass to prepare the fields for spring ball. Work includes spreading new infield mix, filling holes, repairing backstops, setting bases, and looking for any other potential safety concerns prior to fields opening. Fields can be used by reservation only. To reserve a field, contact Kevin Witte at (425) 640-3105.

POLICE DEPARTMENT UPDATES

(February 10 - 16, 2016)

WEEKLY ACTIVITY								
	Reports	T-Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Week</i>	38	61	2	7	0	2	2	6
<i>YTD</i>	260	599	35	33	3	6	5	17

Significant Incidents:

- On 2/14/2016 at 12:30 p.m., Mountlake Terrace Police Officers responded to a deceased female located at 244th Street SW and Cedar Way. A volunteer group who was assisting the DeBoer family search for their missing family member located the deceased female. The Mountlake Terrace Police Department along with the Washington State Crime Lab and the Snohomish County Medical Examiners responded to the scene. The female was later identified by the Medical Examiner's Office as Cheryl DeBoer, who had been missing since February 8. The cause and manner of death are pending.

Detective Unit Update:

CASES ASSIGNED:

- 1 – Harassment
- 1 – Possession of Stolen Property
- 2 – Theft

CASES CLEARED:

- N/A

Directed Enforcement:

- Mountlake Terrace Police Detectives are actively canvassing for information in regards to the located deceased female and a patrol officer has been shifted to the detective unit to directly assist with this investigation.
- Mountlake Terrace Patrol Officers and Code Enforcement Officers continue investigating recent complaints about troublesome homes and their occupants.
- Officers are checking the Ballinger Playfield area for transient related problems.

Code Enforcement Property of the Week:

On February 1, 2016, Mountlake Terrace Code Enforcement received a complaint involving a property located near the 4600 block of 227th Street SW having large accumulations of debris, building materials, garbage, recyclables and discarded household furniture. When Code Enforcement arrived, they documented the above violations with photos, and issued a Notice of Violation for the following; 8.15.040.E – (Building and construction materials 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), 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), 8.15.040.E.4 – (Insect or vermin attractions, creating or maintaining accumulations of matter, including food stuffs, that harbors or is an attraction for the infestation of insects or vermin or failing to eliminate such infestations), 8.15.040.G.1 – (Garbage not kept in proper receptacle with a tight-fitting lid), 8.15.040.G.2 – (Recyclables not properly stored and regularly disposed of) and 8.15.040.H.1 – (All broken or discarded household furniture, furnishings, or equipment, or any appliances not in an approved enclosed structure, in the front, side, or back yard of a property). In response to the above notice, the property owner has been in contact with Code Enforcement in order to bring the property into compliance with City ordinances.



NEWS RELEASES

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

- Body Located By Search Party
- Free Personal and Firearms Safety Seminar March 23
- Update on Cheryl DeBoer Death Investigation
- Gena Reeb's Photography Exhibit March 1
- Mountlake Terrace Offers Free Swim Lessons for Third Graders
- Council to Consider Levy Lid Lift in 2016

MARK YOUR CALENDARS

- February 24 – 26, Legislative Trip to Washington DC
- March 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- March 17, 5:30 p.m., Snohomish County Cities Meeting, TBD
- April 13, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

SCOTT HUGILL
Interim City Manager
City of Mountlake Terrace