

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

December 12, 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 regular meeting is scheduled for Monday, December 15, 2014 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) Presentation by Edmonds School District Superintendent Nick Brossoit, 2) Public Hearing and Adoption of 2015-2020 Transportation Improvement Program (TIP), 3) Public Hearing and Adoption of Zoning Text Amendment Ordinance for Allowing Outdoor Archery in the LI/OP Zone, 4) Adoption of 2014 Budget Amendment Ordinance, 5) Approval of Public Defender Standards Resolution, and 6) Approval of Public Defender Contract.

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, and 4) Adoption of Lodging Tax Advisory Committee 2015 Funding Recommendation.

COMMUNITY MEETINGS AND EVENTS

- **Employee Appreciation Breakfast:** Thursday, December 11, the city held its annual Employee Appreciation Breakfast at the Nile Country Club in Mountlake Terrace. We honored employees who have served the city for 5, 10, 15, 20, 25, and 35 years. In addition, City Manager Arlene Fisher recognized Extra Mile Award Winners Roy Brooks, Recreation Coordinator in Aquatics; Peter Dressel, Capital Projects Coordinator in Engineering; Kevin Kinsella, Civil Engineer II, Community & Economic Development; Scott Burkett, Sergeant in the Police Department; and Mick Horton, Finance Technician in Administrative Services.

Customer Service Awards were presented to Janet Hall, Traffic Engineer in Engineering Department; Brian Moss, Officer in the Police Department; Renee Norton, Support Services Supervisor in the Recreation Department; and Katrina Newport, Permit Specialist in the Community and Economic Development Department. Police Chief Greg Wilson announced that the Police Officer of the Year was Tracy Dunmire and City Manager Fisher, Deputy Chief Pete Caw, and Commanders Doug Hansen and Kevin Pickard recognized Chief Wilson with a leadership award.

- **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.

COMMUNITY AND ECONOMIC DEVELOPMENT

- **Public Hearing for Brighton School proposals on December 18, 2014:** A public hearing will be held at City Hall Council Chambers on Thursday, December 18, 2014 to consider applications to allow two private schools at the former City Church site at 21705 58th Avenue West and the vacant lot across the street, at 21704 58th Avenue W. The applicant, Nobel Learning Communities (Brighton School), seeks approval for concurrent Conditional Use Permit (CUP) and Site Development Plan applications to establish preschool-8th grade schools in a residential district. A CUP is required to address and mitigate impacts, such as traffic and parking, that are unique to the use. The schools will impact the level of service at 58th Avenue W and 220th Street SW, and increase in the length of time necessary to go through that intersection at certain times of the day. A 4-way stop is proposed to mitigate this impact, which would meet the City's LOS standards with both schools open. The 4-way stop is a viable short-term solution until a better long-term improvement can be made to the intersection. This is a 2-phase proposal. Phase I, the Brighton School Relocation, proposes to open in Fall 2015. The existing building at 21705 58th Avenue W would be repurposed for up to 400 students and 40 staff. Phase 2, Evergreen School Expansion proposed on the vacant lot at 21704 58th Avenue W, would construct a new building for up to 195 students and staff. Opening is current planned in 2017. Staff, including the City Traffic Engineer, and planners Edith Duttlinger and Paula Schwartz, hosted an open house December 4, 2014 for the neighbors to discuss the traffic impacts. A decision on the applications will be made by the Hearing Examiner after holding a public hearing. The hearing is scheduled for December 18, 2014.
- **Pre-application Request for Gateway TOD site submitted:** Good news! The developer of the Gateway site in the Freeway/Tourist district officially submitted application for a pre-application conference with staff. The developer, Steve Cox, provided detailed drawings of his proposed development along with a proposed schedule for the processing and review of the application. The developer hopes to begin construction in summer of 2015. Staff will review the information submitted and provide written comments in preparation for a sit-down meeting with the developer and his team in two weeks. We will also identify items that need to be completed prior to formal site plan application, including the update to the subdivision code. The subdivision code update will be needed to facilitate an amendment to the binding site plan for Gateway Place that currently encumbers the site. Staff will prepare a detailed schedule for the developer identifying the essential steps in the application review process, including those steps that have to occur in sequential order, and those steps that can occur concurrently.
- **Gas Main Replacement Project:** PSE has started a gas main replacement project on 226th St. SW from 42nd Place to 40th Place. The work consists of installing 1727 feet of new 2-inch main and replacing twenty services. They plan on completing the main replacement by January 1 and follow up with sidewalk and asphalt paving restoration.

- **Anticipated 15-lot subdivision – Forest Crest Tennis Club:** Staff met with the owner of the Forest Crest Tennis Club on Thursday, December 11 to discuss his plans for a 15-lot subdivision of his property and improvements to the existing Forest Crest Tennis Club. The plans include tearing down and rebuilding the clubhouse and changing rooms and also building new tennis courts on the portion of the site where a swimming pool once existed. The current code allows club house facilities in the zone under the use defined as “private clubs and lodges”, so there shouldn’t be an issue with that part of the proposal. However, the actual conduct of any leisure time sport falls under the definition of “recreation facility”, which is allowed in the RS 7200 zone only if it is publically owned. That means that the existing private tennis courts are legally nonconforming uses. Staff will therefore be exploring codes pertaining to non-conforming uses to see if there might be other ways to facilitate the owner’s desired outcome. Staff has scheduled a follow-up meeting with the applicant next week to share our findings and to suggest any other avenues he may wish to explore.

ENGINEERING SERVICES UPDATES

- **Vineyard Park:** 231st Street SW is closed between the west driveway into Roger's Market and 57th Avenue W. Alternate routes are 230th Street SW and 232nd Street SW. Paving and final pavement markings have been completed. The franchise utility undergrounding work is complete and the site work is expected to be completed this winter.
- **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 this winter.
- **Main Street Reconstruction Project:** The City is working with the design consultant (KPG) to prepare 60% design plans for review this fall. 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. Design is anticipated to be complete in early 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 is complete. Concrete curb and gutter and paving remain. This work is weather dependent. Expect detours the week of December 15.
- **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 Ave W between 216th and 220th Streets, 218th and 219th Streets west of 58th Ave W, and in 54th Ave W and 216th Street SW from 214th Street to 56th Ave 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 will open bids on December 23.

RECREATION UPDATES

- **Pavilion Holiday Gift Giving Program:** Recreation and Parks patrons adopted 25 children and adults from 6 families through Pioneer Counseling Services, as well as 5 developmentally disabled adults without family, this holiday season. This is the 10th year that the Recreation Pavilion has adopted families during the holidays. Ages of each family member and their wish lists were handed out to the children enrolled in our before and after school programs, preschool/kindergarten readiness classes, child care program and names were placed on giving tree was displayed in the front lobby of the Pavilion. There are many tags still available, out of the original 55+. Everything from clothes and books to gasoline and food gift cards are still waiting to be claimed. Gifts need to be returned to the Recreation Pavilion by December 17, 2014. All gifts should be unwrapped, but please include gift wrap/box, or gift bag/tissue to fit the gift. All gifts are being delivered to Pioneer Counseling Services in Lynnwood. We welcome all residents and city employees to stop by and see how they can assist a local family in need this holiday season
- **Tree Lighting/60th Birthday:** The city hosted its 32nd Annual Tree Lighting event, sponsored by Red Onion Burgers, on Friday, December 5. Over 300 people attended and enjoyed cookies, hot cocoa, a visit with Santa Claus, and carols sung by the Terrace Park and Mountlake Terrace Elementary School choirs. The city also celebrated its 60th anniversary of incorporation with cupcakes served to all in attendance.
- **Winter Concert December 13:** Mountlake Terrace Dance Academy will have their Winter Concert at the MLT High School Theater December 13 at 2:00 p.m. Tickets will be available at the door for \$5. This community dance production includes Hip Hop, Ballet, Irish Step, Tap, Jazz, Creative Dance, Hawaiian Hula and East Coast Swing, performed by participants, ages 3- Adult. Festive Dances to Christmas carols and winter themed songs will brighten

your day. The performers will be sitting in the audience watching and learning about the Theater Arts as a viewer and a performer. Witnessing all kinds of dance at all ages and abilities is a great way to build community. There's something for everyone to love at this show.

- **Therapy Pool:** The therapy pool is now in the construction phase and will be completed in December! The gunite will be sprayed this week! Keep an eye on our facebook page for more updates.
- **Winter Craze:** The WINTER Craze Brochure is NOW out! It's on the web at: www.mltrec.com or www.crazedigital.org.
- **Saturday Market:** Come to the Pavilion for your holiday shopping! Join us on Saturday December 13 for our holiday Saturday Market. The Recreation Pavilion lobby will be filled with local vendors selling their unique items from 9 a.m. to 2 p.m.
- **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.
- **Winter Adult League Registration:** Winter basketball and volleyball leagues are currently registering and will be beginning play the week of January 5.

PUBLIC WORKS UPDATES

- **Work on Water Valves:** During the month of December, a contractor will be checking the city's water mains for leaks. To prepare for the project, city crews are servicing water valves all this month.

POLICE DEPARTMENT UPDATES

(December 3, 2014 – December 9, 2014)

Agency Assists	Brier	Edmonds	Lynnwood
Year to Date	72	58	35
Week	1	3	0

Patrol Statistics	Week	Year to date
Police Reports	63	3284
Arrests / Misd. / Felony	17	932
Traffic Infractions	105	4191
Verbal Warnings	71	3613
Traffic Collisions	5	253

DUI's	2	50
FIR'S	18	1066

Burglaries	Commercial	Residential
23300 Lakeview Drive		X
23300 44 th Avenue West		X

Investigations	Assigned / Week	Closed / Week	Assigned YTD	Closed YTD
Cases (Including DV)	4	2	380	204

Vehicle Thefts/Recoveries/Prowls

- 23600 block of 56th Avenue West Vehicle Theft
- 22800 block of 44th Avenue West Theft from Vehicle

Significant Incidents:

- On 12/04/2014 at 1:27 p.m., Mountlake Terrace and Edmonds Patrol Officers responded to a bomb threat at Mountlake Terrace High School (21800 block of 44th Avenue West). School staff reported they received two phone calls from what sounded like a young teenage male who stated a bomb was in the school and it would go off within the next 6 minutes. The school was evacuated by the school staff. Officers searched the school and didn't locate any suspicious devices.
- On 12/05/2014 at 11:13 p.m., Mountlake Terrace Patrol Officers were dispatched to a burglary that had just occurred. A male subject entered the residence in the 22200 block of 48th Avenue West through an unlocked backdoor. After the suspect assaulted the property owner, the suspect fled from the residence on foot. The suspect was not located. The Mountlake Terrace Police Detectives were called out to process the scene.

Detective Unit Update:

- The Mountlake Terrace Police Detective Unit continues to follow-up on leads in regards to the robbery near the mosque, which occurred on 11/11/2014.

Other items of interest:

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

Code Enforcement Property of the Week:

On 12/4/14, Mountlake Terrace Code Enforcement observed a property located in the 5600 block of 234th ST SW having code violations. Observed in the driveway of the property was a vehicle appearing inoperable and unused for an extended period of time. The vehicle was covered with a

tarp and had moss growing all over it as well as dirt and debris built up around the tires. These are violations 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. A code violations case was opened and notice sent to the property owners. A follow up inspection will be performed on 12/18/14.



NEWS RELEASES

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

- MLT City Offices to Open at 9 am December 11
- Economic Alliance Presents Annual Report to Council
- Council Approves Right-of-Way for Lakeview Trail
- Contract Awarded for Northside Water Main Improvements
- Swim Lesson Registration at Mountlake Terrace
- Mountlake Terrace Has Successful Utility Bond Sale
- Residents Celebrate Tree Lighting and 60th Birthday

MARK YOUR CALENDARS

- December 15, 6:00 p.m., Boards & Commissions Appreciation Reception, Council Chambers
- January 15, Snohomish County Cities Dinner, location TBD
- February 18-19, City Action Days, Olympia

Sincerely,

ARLENE FISHER
City Manager
City of Mountlake Terrace