

# **CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL**

February 11, 2014

Members of the City Council  
City of Mountlake Terrace, Washington

## **CITY COUNCIL MEETINGS**

- The City Council's next work/study session is scheduled for Thursday, February 13, beginning at 7:00 p.m. Agenda items include: (1) Recognition of Eagle Scout Kyler Griffith; and (2) Review of 2014 Recreation and Parks Advisory Commission Workplan.
- **Due to the Presidents' Day holiday, please note the change from the regular Monday meeting schedule.** The City Council's next regular meeting is scheduled for Tuesday, February 18, beginning at 7:00 p.m. Agenda items include: (1) Review of 2014 Community Policing Advisory Board Workplan; (2) 2013 Year-End Police Department Report; (3) Approval of Interlocal Agreement for locating Edmonds' Utilities in Mountlake Terrace; and (4) Authorization to Execute Customer Service Agreements with Snohomish County PUD

## **COMMUNITY MEETINGS, EVENTS AND VOLUNTEER EVENTS**

- **Coffee with the City:** Citizens, 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 as follows:
  - Wednesday, February 12, 2014, at 6:00 p.m. in the Jungle Room

## **COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **Small Business Education:** "Launch Lab," a series of seminars to help prepare entrepreneurs and small business owners in launching new businesses and products, kicked off Wednesday, February 4, at Interim City Hall. Even though the session overlapped with the huge Seahawks parade in Seattle, it attracted 23 attendees. Launch Lab topics include financing, informational resources, market research, and how to promote your service or product. The series is being presented through a partnership of the Small Business Administration, Work Source Snohomish, Girandola, and the City of Mountlake Terrace. It is offered to residents in our area and is free of charge. This week's attendees were enthusiastic about the training and plan to attend more sessions.
- **2015 Major Update for Comp Plan and Regulations —New Web Page:** A special webpage ([www.cityofmlt.com/majorupdate](http://www.cityofmlt.com/majorupdate)) has been created to help the public track

Mountlake Terrace's Major Update process for the Comprehensive Plan. The site includes the proposed Update Schedule, as well as the Initial Checklist that was prepared to compare the City's Comprehensive Plan and development regulations with the State's Growth Management Act requirements. These items can be found on the webpage under "Documents." Other information will be added on an ongoing basis.

- **Comments on FCC Rule-Making:** The Federal Communications Commission (FCC) is proposing to develop new rules that would affect local authority for siting wireless telecommunication facilities. (These include towers, as well as new smaller facilities.) During the public comment period, the Community and Economic Development Department sent a letter expressing concern for any new rules that would reduce a City's ability to oversee the safe installation of such facilities and to reasonably mitigate their physical and visual impacts. In particular, the letter notes the importance of being able to retain:
  - A local permitting process
  - Priority for wireless facilities to be located in industrial and commercial areas, whenever possible, before considering residential locations
  - City management of its right-of-way to include the placement of wireless communication facilities
  - Ability for local governments to require aesthetic conditions for large facilities
  - Ability for local governments to impose reasonable public safety requirements, including to avoid compromising pedestrian accessibility under the ADA.

A next step is for the FCC to provide responses and begin actually drafting rules. We will continue to monitor this.

- **Economic Development E-Newsletter:** The latest MLT Business Briefing - the City's electronic newsletter for businesses - was sent out in late January to persons on an email list. MLT Business Briefing is also posted on the City's webpage at: <http://www.cityofmlt.com/forBusinesses/eNewsletter.htm>.
- **SEPA for Service Road Project:** The City's Community and Economic Development Director has issued a letter of exemption from filing a Critical Areas Report for an earth fill project at the Terrace Creek service road, located at 52nd Avenue W behind the Recreation Pavilion. Moving dirt to this location from the excavation site where the Town Center stormwater vault is being built has been determined to have minimal impacts to the nearby stream and, under the City's critical area regulations, can be exempted from a Critical Areas Report. The report exemption does not exempt the project from meeting other critical area requirements, such as not encroaching into the actual critical area or its buffer.
- **Sustainability Spotlight:** New videos about sustainability have been posted on a State agency website. One of the videos, Sustainable Development 3, features the experience of two cities (Redmond and Mountlake Terrace) in implementing a sustainability strategy. The videos are meant to help other communities learn more about how they can encourage a sustainable healthy future through good planning and follow-up. Mountlake Terrace is used as one of the prime examples.

- **Development Update:** Several small and large projects in Mountlake Terrace are in various stages of development, from preliminary planning to actual construction. They include, for example, the building permit just issued for a new 2,500 square-foot single-family residence at 21903 54th Ave that will replace a demolished house, and on the larger side, a site plan being reviewed for Andorra Estates on Lakeview Drive, which will remove four older apartment buildings, while adding new ones that meet current design standards, and create significant stormwater improvements.
- **Diamond Knot Opening:** The grand opening for the Diamond Knot Brew Pub (Town Square block, 56th and 232nd) is Saturday, February 8, with a christening program that starts at 1:00 pm. Mayor Smith has been asked to address the audience. The facility has a microbrewery (complete with grain silo) on site, as well as a renovated interior and exterior with new roll-up glass doors. Already it has been drawing crowds for both food and beverages.

## **ENGINEERING UPDATES**

- **Decant Facility:** Construction continues on the decant facility at the Public Works Operations Center. The decant facility will be used to settle wet sediments collected during maintenance activities for the water, sewer, and stormwater utility systems. The decanted water is then discharged to the sanitary sewer for treatment at a wastewater treatment plant. The sediments are reused or sent to a land fill if contaminated. The decant facility improvements include the decant basins, a three sided metal building, outside material storage areas and site paving. It will be constructed west of the City's Operations Facility on 215th Street SW. Construction began in September and will be completed next spring. Expect lane closures on 215th/216th Streets SW, between 61st Place W and 66th Avenue W, the week of February 10 for utility connections.
- **Puget Sound Energy (PSE) Natural Gas Main:** Work continues on the PSE gas main extension project on 56th Avenue W. The contractor is now preparing for the final pavement repairs. The work began by 244th Street SW and is progressing to the north, ending by 230th Street SW. For the week of February 10, work will focus on 56th Avenue W, north of 236th Street SW. Expect lane closures but no detours. There may be occasional delays while equipment is moved. Normal work hours are 8 am to 4 pm, Monday through Friday.
- **228th/Cedar Way Overlay and Rechannelization Project:** Work continues on the 228th/Cedar Way Overlay and Rechannelization Project. This project will restore the roadway pavement and re-channel 228th Street SW from 39th to 44th Avenues West and Cedar Way from 227th to 232nd Streets SW. Work includes pavement milling, pavement repairs, and asphalt overlay. In selected areas the roadway will be widened by relocating the curb and sidewalk. New channelization will provide bike lanes on 228th and on 44th/Cedar Way. Other work includes minor upgrades to drainage facilities, adding or upgrading curb ramps, and traffic signal modifications at 228th and 44th. Rectangular Rapid Flashing Beacons (RRFBs) will be installed at 229th Place & 44th and at 228th & 42nd Place. The RRFBs will be similar to those now installed at 216th & 68th near Premera Blue Cross. For

the week of February 10, expect lane closures and delays, but no detours. Work is planned for in the 228th/44th intersection on Monday, February 10. There will be an officer directing traffic during that time.

## **RECREATION UPDATES**

- **Digital Craze:** Check out the digital Craze at [www.crazedigital.org](http://www.crazedigital.org). You can also click on the QR code in the printed Craze or go to Recreation's website at [www.mltrec.com](http://www.mltrec.com) and click on the link. This new digital Craze will link to classes and websites for a more complete experience.
- **Free Swim Lessons for Third Graders:** If you have a 3rd grader who either resides or goes to school within the boundaries of the Edmonds School District, you have this great opportunity to receive three 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.
- **Lifeguard In-Service:** February 7 is a Lifeguard Expo/Recreation Swim 4:30-5:45 p.m. This swim is FREE and is limited to the first 120 participants! The public is admitted to this Recreation Swim while the Lifeguards practice real-time rescues and emergency scenarios. Lifeguard in-services are always held on the first Friday of each month (except for holidays) from 4:15-6:30 p.m., and provides an opportunity for the staff to practice their skills with swimming participants.
- **Winter Swim Lessons - Session 2 Weekdays:** The second session of Weekday Swimming Lessons began this week. There are still some spaces available and are filling in. Registration will be open until the third class. Weekend lessons are essentially full at over 96 percent. The next weekend session will begin March 1.
- **Fun Fitness Fridays:** Fun Fitness Fridays, a new fitness opportunity, has been added from 5:00 p.m. to 6:00 p.m. Participants can sample a different class each month. January featured Shallow Water Fitness, February will feature Deep Water Fitness and March will be Low Intensity Fitness Training ("LIFT"). At the same time as this class is a modified Recreation Swim for \$3. The areas of the pool not being used by the fitness class are available for others to enjoy. This class meets on the three Fridays that Lifeguard in-service does not occur.
- **New Pet Care Classes:** Two new pet care classes being offered beginning in March and April are Senior Pet Care & Information and Dental Care for Pets. Participants in the Senior Pet Care & Information class will learn about specific needs older pets have, how to recognize common age-related health issues, and begin end-of-life planning for your elderly pet and their family. Participants in the Dental Care for Pets class will learn how to provide dental care for pets at home. Gain a better understanding of periodontal disease and learn about the details of a professional veterinary dental cleaning.

- **Presidents Day:** There will be a modified schedule on Monday, February 17 for the Presidents Day holiday. In the Pool, no swimming lessons will be meeting and two recreation swims have been added: one at 12:15 p.m. -2:45 p.m. and one at 6:30 p.m. to 8:15 p.m. There will be drop-in water fitness and lap swimming available as well. Facility hours will be 6:00 a.m. to 8:45 p.m. Check the website for more information at [www.mltrec.com](http://www.mltrec.com).

## **PARKS SERVICES & PROPERTY MANAGEMENT UPDATES**

- **Field Preparations Underway:** Baseball season is right around the corner. Park staff is gearing up by getting equipment ready and preparing to start field renovations as weather permits. The fields will be in use by the first day of March.
- **Meeting with MTYAA:** Jeff Betz and Ken Courtmanch met with field representatives from the Mountlake Terrace Youth Athletics Association (MTYAA) on site at the Forest Crest Playfield Complex to discuss upcoming volunteer field work to be completed by the organization. The MTYAA intends to hold a volunteer “Field Day” in the first weekend in March.
- **RPAC Tour:** The Recreation Park Advisory Commission (RPAC) conducted an annual tour of the Mountlake Terrace Park System on February 1. The tour is held to inspect current projects, inventory park needs, and consider locations for volunteer events. A similar tour will be held by the Neighborhood Park Improvement Subcommittee (NPIS) on February 22.
- **NPIS Project Recommendations:** The NPIS has made recommendations to the RPAC for grant-funded projects for 2014. Snohomish County grants for amenities at Firefighters Memorial Park and Matt Hirvela/Bicentennial Park were secured in late 2013. At Firefighters Memorial Park recommendations include play equipment installations as well as lighting for the monument installed by Eagle Scout Ray Baldwin. At Matt Hirvela/Bicentennial Park recommendations include overhead lighting at the entrance and a gazebo and picnic tables near the front of the park.
- **2014 Volunteer Projects:** The RPAC has determined the dates for the Park Clean-Up Volunteer efforts for 2014. In the spring a clean-up will be scheduled for April 26, 2014 in conjunction with Earth Day. In the fall a clean-up will be scheduled for September 13, in conjunction with the National Day Of Service. Locations and projects are to be determined.
- **Park Services Volunteer Projects:**
  - Eagle Candidate Kyler Griffith has completed his Eagle project in the Mountlake Terrace Park system. His project consisted of assembling and installing message centers at each of the three entrances at Ballinger Park. Kyler is expected to receive recognition by the Council at the work session on February 13.
  - Eagle candidate Ryan Clemens has expressed an interest in completing his Eagle project in the Park system for the City of Mountlake Terrace. Ryan is currently discussing

possible installation projects at Matt Hirvela\Bicentennial with Park Services Staff and will submit for approval in the next two weeks.

- Nathan Jennings from the Boy Scout Jaguar Patrol has contacted Park Services with an interest in a service project for his Patrol group. Staff will work with Nathan to generate a list of possible projects for the troop to consider and implement this Spring.

## **POLICE DEPARTMENT UDPATES**

*(January 29th thru February 4, 2014)*

<b>Agency Assists</b>	<b>Brier</b>	<b>Edmonds</b>	<b>Lynnwood</b>
Year to Date	5	6	1
Week	1	0	0

<b>Patrol Statistics</b>	<b>Week</b>	<b>Year to date</b>
Police Reports	81	346
Arrests / Misd. / Felony	24	84
Traffic Infractions	88	413
Verbal Warnings	90	397
Traffic Collisions	5	28
DUIs	1	3
FIRs	8	91

<b>Burglaries</b>	<b>Commercial</b>	<b>Residential</b>
4802 217 <sup>th</sup> St. SW		<b>X</b>
22610 44 <sup>th</sup> Ave. W		<b>X</b>
21210 44 <sup>th</sup> Ave. W	<b>X</b>	
23101 47 <sup>th</sup> Ave. W		<b>X</b>
5720 220 <sup>th</sup> St. SW	<b>X</b>	

<b>Investigations</b>	<b>Assigned / Week</b>	<b>Closed / Week</b>	<b>Assigned YTD</b>	<b>Closed YTD</b>
<b>Cases (Including DV)</b>	3	18	33	44

### **Vehicle Thefts/Recoveries/Prowls**

- 22803 44<sup>th</sup> Avenue West Stolen Vehicle Recovery
- 23303 44<sup>th</sup> Avenue West Stolen Vehicle Recovery
- 5720 220<sup>th</sup> St. SW Stolen Vehicle
- 4311 212<sup>th</sup> St. SW Theft from Vehicle
- 6009 244<sup>th</sup> St. SW Theft from Vehicle
- 4408 231<sup>st</sup> Place SW Theft from Vehicle
- 6403 230<sup>th</sup> St. SW Theft from Vehicle
- 22104 58<sup>th</sup> Ave. W Theft from Vehicle

- 6104 St. Albion Way      Theft from Vehicle
- 23009 52<sup>nd</sup> Avenue West      Theft from Vehicle
- Case # 13-3491: Following a child assault complaint via CPS, a significant investigation identified two suspects, the child's mother and boyfriend, and the crime occurring in the City of Des Moines. The file was forwarded to Des Moines' investigation division for review and filing charges in King County.
- On January 31 at approximately 12:20 p.m., Mountlake Terrace Patrol responded to a vehicle prowling in progress in the parking lot of the Cinebarre Theater at 6009 244<sup>th</sup> Street SW. Upon arrival, officers were directed to the area that the male suspect had fled. Officers located the suspect who continued to attempt to flee. Officers were able to catch up to the suspect who then resisted arrest. The suspect was eventually Tased and taken into custody. The suspect was evaluated at Swedish Hospital and transported to Snohomish County Jail.

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

- On December 12, Code Enforcement observed a white Toyota appearing inoperable having unreadable Montana plates, and located on private property near the 4800 block of 225<sup>th</sup> Place SW. Code Enforcement issued a Notice of Violation to the property owner in accordance with MTMC 8.15.050.B.1 (all motor vehicles that are junk, inoperable or unused for 30 days or more shall be stored inside a fully enclosed structure). On January 10, Code Enforcement returned to the above location and noted that the inoperable vehicle had been removed from the property.

### **NEWS RELEASES**

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

- Mountlake Terrace Launch Lab
- Seattle Seahawks Proclamation
- Review Library Board Work Plan for 2014
- Coffee with the City February 12
- Lori Knight Appointed to Arts Commission
- Will Van Ry Retires

### **MARK YOUR CALENDARS**

- **Upcoming City Council meeting dates:**
  - Thursday, February 13, 2014 Work/Study Meeting
    - Review of 2014 Recreation and Parks Advisory Commission Workplan
  - February 18, 2014 Regular Meeting (Tuesday)
    - Review of 2014 Community Policing Advisory Board Workplan (tentative)

- 2013 Year- End Police Department Report
- Approval of Interlocal Agreement for locating Edmonds' utilities in Mountlake Terrace (tentative)

Sincerely,

Scott Hugill  
Interim City Manager  
City of Mountlake Terrace