

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

August 24, 2018

Members of the City Council
City of Mountlake Terrace, Washington

Dear Mayor, Mayor Pro Tem and Councilmembers:

CITY COUNCIL MEETINGS

The City Council's next meeting is a Work/Study Session on **Thursday, August 30, 2018** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Update on Stormwater Comprehensive Plan; (2) Update on Lake Ballinger Invasive Aquatic Vegetation Management; (3) Review of 2019-2024 Six-Year Transportation Improvement Program (TIP) Ordinance; and (4) Review of Interlocal Agreement with Edmonds for Adaptive Signal Project.

The City Council's next meeting is on **Tuesday, September 4, 2018** beginning at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW, Suite 220. The City Council agenda includes: (1) Proclamation for Constitution Week 2018 (September 17-23); (2) Update From Senior Center Board; (3) Adoption of Frontier Cable Franchise Extension Ordinance; (4) Approval of Interlocal Agreement with Edmonds for Adaptive Signal Project; (5) Public Hearing and Adoption of 2019-2024 Six-Year Transportation Improvement Program (TIP) Ordinance; and (6) Adoption of Resolution Encouraging Voluntary Reduction in Use of Single-Use Plastics.

COMMUNITY MEETINGS AND EVENTS

- **Coffee with the City September 12:** Join City Officials for a casual conversation and a cup of coffee. Residents, business owners and others from the community are invited to 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, September 12, 2018 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **City Hall and Police Station addition update:** City staff, along with a representative from Comcast and ARC sub-consultant Stantec, toured the Police Station to conduct a review of the existing cable system, and discuss loads and capacity of the existing generator.
- **Evergreen Awards:** The Community Relations Division has begun notifying winners about the Evergreen Awards Program Reception that will take place on Wednesday, September 26.

Property owners from six neighborhoods will be recognized in five different categories including Best Maintained Residence, Best Transformation, Most Sustainable, Best Maintained Multi-Family Property, and Best Maintained Business.

- **Records Management:** The Public Records Officer has drafted an updated Public Records Policy that is currently being reviewed by the City Attorney and City Clerk. The policy will be on an agenda this fall for Council review and consideration. Updated policies and the creation of a records management plan are in alignment with Washington State Archives' best practices to establish an agency-wide policy and standard procedures for managing records according to the provisions of the Public Records Act (RCW 40.14) as well as other state and federal statutes and regulations.

Records management, including digitization, will be a key focus for the remainder of 2018 and a highlight in the 2019-2020 Biennial Budget as the city prepares to transition some of its services into the digital era. Additionally, it is imperative to reduce the number of physical records that have passed their legal retention as the city plans to move into a new City Hall with less space for records storage in two years.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Creekside Meadows Subdivision and PUD:** A revision to a proposed development on a nine-acre site located at 70th Avenue W and 226th Place SW has been received. The revision increased the number of single-family homes from 49 to 56 by changing the building type mix (narrower homes). The proposal clusters many of the homes around a common green. Some of the design changes include more homes with direct access to the common green, an improved and comprehensive pedestrian circulation system and a double-loaded alley to access garages. On-site stream and wetland buffers on Hall Creek are being enhanced. An open house on the proposal is planned, and public meetings/hearings for preliminary approval are scheduled toward the end of the year.
- **Terrace Station:** Construction progress on the site is rapidly connecting the new roadway with 236th Street SW (although it will not be open for some time to come). The building permit for the first of three buildings has been issued, and the foundation for the box culvert over the onsite tributary to McAleer Creek has been poured.
- **Mountlake Terrace Elementary:** The school is moving toward completion with issuance of a temporary certificate of occupancy anticipated this week. Screening of and/or design integration of emergency sheds and dumpster fencing is being worked out.
- **New Proposal in Town Center:** A pre-application conference application has been submitted to discuss a redevelopment proposal for the former Pet Care Clinic on the corner of 56th Avenue W and 235th Street SW. The site is located in District B, which allows structures up to five stories in height for property that is larger than this one. The proposal appears to be a three-story commercial building with frontage improvements on 56th and 235th.

- **Atlas 236** (5503 236th Street SW): This project is a 217,619 square foot, five story mixed-use building including 151 residential units, and 9,797 square feet of ground floor commercial space. Commercial spaces are located on the ground floor facing 56th Avenue W and 236th Street SW (none on 55th Avenue W). The project has been approved for tax abatement.

Status: Civil and landscape plans have been approved.

- **Wingate** (23209 56th Avenue W): This project will construct a new four-story, 48,920 square foot, mixed-use building with 42 residential units, 9,063 square feet of commercial space, and underground parking. Access to the site will be from 56th Avenue. Frontage improvements along 56th Avenue include a pedestrian activity area and public plaza space. The project has been approved for tax abatement.

Status: City staff has provided the applicant initial review comments on the project's consistency with TCDS, including revisions. The applicant anticipates construction in 2019.

- **Terrace at Park West** (21309 48th Avenue W): This project, under construction, includes five buildings containing a combined total of 27 townhome units. Associated vehicle circulation road, utilities, landscaping, and pedestrian amenities will surround each building.

Status: The construction of the townhome units is ongoing, with a large volume of building and site inspections taking place.

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES

- **212th Interurban South Trail Project**: The city of Lynnwood continues work along 212th at the Interurban Trail, with traffic impacts that include a detour for westbound traffic. Intermittent traffic impacts at the intersections of 212th & 61st PL W and 63rd Ave W. The eastbound 212th St SW traffic may be directed through the work zone by flaggers or diverted at times to the 66th Ave W to 208th St SW detour which has been signed and established. Local access to businesses will be provided and maintained.

August 27 - 31 - Crews plan to place topsoil in the planter beds along 212th St SW, then later on Thursday, August 30 and Friday, August 31, may be working on the pavement markings working toward completion of remaining contract items.

Following the completion of the pavement markings/stripping the city anticipates opening up the entire 212th St SW roadway allowing both Eastbound and Westbound traffic. **Still to come** - Signage, mailboxes and pedestrian rails.

- **Lake Ballinger Citizen Steering Committee Public Meeting at 7:00 p.m., September 11, at the Mountlake Terrace Senior Center (23000 Lakeview Drive, Mountlake Terrace.):** In recent years, Lake Ballinger residents and users have reported that they can no longer enjoy activities such as boating, kayaking, canoeing, swimming and fishing due to the thick aquatic plant beds that cover most of the nearshore area of the lake. The overly dense aquatic plant growth also greatly impairs habitat and water quality for fish and other aquatic species. An aquatic plant survey completed in June 2018 found that the non-native invasive species Eurasian watermilfoil (a Class B noxious weed in Snohomish County) and Fragrant Water Lily (a Class C noxious weed in Washington State) dominate the aquatic vegetation community in Lake Ballinger. Native aquatic plant species are being shaded out by the dense stands of non-native invasive plants.



In order to address the issue, a steering committee of residents has established management goals and recommended a control strategy involving cutting/raking of the vegetation, burlap barriers along the bottom of the lakeshore, and small amounts of aquatic herbicide applied to 25 percent of the lake May through July 2019. The draft strategy will be discussed at a public meeting at 7:00 p.m., September 11, at the Mountlake Terrace Senior Center (23000 Lakeview Drive, Mountlake Terrace.)

We'd like to hear your comments and concerns, and input will be integrated into the final plan. Please join us!

- **Bike2Health:** The cities of Edmonds, Lynnwood and Mountlake Terrace are working together to improve access to health and wellness choices within their communities, make bicycling safer, and increase connectivity by completing 11 critical missing links of the regional bicycle network. This collaboration, called Bike2Health, is funded by a grant from the Verdant Health Commission. More information is available [online](#) and [here](#). The community events and education portion of the program have many opportunities in 2018, with the following events taking place:
 - **Fall Family Rides:** The entire family can explore local neighborhood routes and destinations. These rides emphasize safety, fun and learning to be a predictable rider. [Pre-registration](#) is required. Rides are set up for 5:30 p.m. September 12 in Lynnwood, September 19 in Mountlake Terrace and September 26 in Edmonds.
- **Wash Vehicles and Avoid Water Pollution:** It's been a hot, dry summer and many vehicles may need to be washed. It's very important to wash your vehicle sensibly while keeping soap, oil, heavy metals, and other pollutants from running into local creeks, Lake Ballinger or other waterways. Even using biodegradable soaps can harm local water bodies, since just like standard soaps, biodegradable soaps can injure fish gills and skin.

Car wash water that runs into a yard drain or street catch basin does NOT go to a sewer treatment plant like wastewater from your house. Because of this, it is not uncommon for the city to receive complaints that a creek is full of soap suds, especially when it rains after a dry period. In most cases, people washing their cars are not aware that the storm drain where their wash water ended up was connected directly to the creek.

What can we all do instead? Use a commercial car wash, where the wash water drains to the sanitary sewer, or wash on grass or a landscaped area, where the water can filter into the ground. If your driveway drains to an area where the wash water can infiltrate, that works too. Use a hose with a shut-off valve to reduce runoff and dump the soapy water out in the sink.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Mountlake Terrace Dance Academy Registering Students:** Housed at the Recreation Pavilion, the Mountlake Terrace Dance Academy is currently registering students for the 2018-19 school year classes. To register, you can pick up a packet at the Pavilion's front desk or go on-line to print them yourself. Visit our Dance Academy page at www.mltrec.com/435/Academy-Classes and scroll to the bottom of the page for the links to registration information. You can also read about our instructors on the Teacher Biographies page.
- **Adult/Teen Dance and Fitness:** Registration is open for the next session of adult/teen dance and fitness classes that begin September 10. You can register in person, on the phone or on-line for these quarterly classes. Go to www.crazedigital.org and turn to page 14 and 15. We have some new programs you'll want to check out; Monday's Family clogging ages 8+, White Tiger Martial arts and Strong by Zumba on Saturdays, plus all the old favorites like Zumba, Core de Force, Yoga, Tai Chi, Flamenco, Tap and more.
- **Youth Programs:** The youth programs are pleased to announce that they have hired a Site Leader for the Mountlake Terrace Elementary Kids Krew Program. Her name is Mary, she will be starting at the end of August. Welcome aboard Mary! There are still some open positions for youth programs. For information about open jobs, visit <http://www.mltrec.com/Jobs.aspx>
- **Child Care:** The half day preschool still has spots available. To register please call (425) 776-9173.
- **Summer Aquatics:** This week we have a Jr. Lifeguard Class meeting Monday through Thursday. The last daily session of swimming lessons started and we have a full Aqua Kids Camp.
- **Fall Swimming Lessons:** Registration for fall swimming lessons for those currently enrolled begins August 25. Pre-registration will begin with Saturday lessons on August 25, Sunday participants will register on August 26, Monday/Wednesday afternoon/evening participants on August 27, Tuesday/Thursday evening participants on August 28. Participants of morning daily swim lessons will be able to pre-register for the morning classes and Friday preschool

swim lessons on August 29. Registration will open to anyone not enrolled in swim lessons on September 5. Mountlake Terrace Residents can register online or in person and the registration will open to everyone on September 6 both online and in person. Registration hours are 8:00 a.m. to 8:00 p.m. Fall class dates are the following for weekends: Fridays-September 7-October 19; Saturdays- September 8-October 20; Sundays- September 9-October 21. Weekday twice a week lessons will meet as follows: September 10-October 10 for Monday/Wednesdays and September 11-October 11 for Tuesday/Thursdays. For information contact the Recreation Pavilion at (425) 776-9173.

- **Free Water Safety Event:** There will be a **free water safety event from 4:00-5:00 p.m. on Saturday, August 25.** At this event there will be an opportunity to have children evaluated for swimming lesson registration and to participate in some fun safety activities. Anyone enrolled in the Edmonds School District in grade K-12 can be evaluated to receive a set of free vouchers if they are a non-swimmer. Participants must start at level 1 or if over 12 may register for Teen/Adult swim lessons. For more information contact the Recreation Pavilion at (425) 776-9173 ext. 1120.
- **Labor Day Weekend Schedule:** The Pavilion will have a modified schedule over Labor Day weekend. The schedule is posted online at <http://www.cityofmlt.com/531/Pool-Schedule> or is available at the Recreation Pavilion. The fall swim schedule will begin on September 4, 2018.
- **Espresso Special:** Come to the Recreation Pavilion and check out the espresso special of the week. August 27 – September 2, receive \$.50 off a 16oz Vanilla Chai Tea Latte. Enjoy this delicious beverage iced or hot!
- **Park Grants:** Recreation and Park staff attended final evaluations for grant applications at the Recreation Conservation Office (RCO) in Olympia this past Thursday, August 16. Staff presented applications for the following:
 - \$250,000 for the Land Water Conservation Fund (LWCF) to construct a new universally accessible playground at Ballinger Park. 50% of the funds have already been acquired thanks to the Hazel Miller Foundation which has given the city \$250,000 earlier this spring. The total project amount is \$500,000.
 - \$500,000 for Washington Wildlife Recreation Program (WWRP) Local Parks and \$350,000 for Youth Athletic Facilities Fund (YAF). Both for Evergreen Playfield #1 conversion to a multisport artificial turf facility with new LED lighting, field amenities, and ADA access improvements. The city will find out how it ranked towards the end of August/early September. Then the project list will go to the state legislature to allocate total funding for each area of grant funding during the next session (2019).
- The city also attended a Verdant Health Commission Board Meeting that discussed the application staff made for \$1,000,000 towards Evergreen Playfield #1. Final decision for this grant process is expected toward the end of September.

POLICE DEPARTMENT UPDATES

Activity Year-to-Date Through July								
	Reports	Traffic Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>YTD through July</i>	1417	2554	311	158	21	69	29	84

Significant Incidents

- On August 15, 2018 at 8:25 a.m., an officer responded to the 4400 block of 212th Street SW. The Snohomish County Sheriff's Office had located a vehicle belonging to a resident, and requested officers contact the owner to see if the owner knew where the car was. The owner told the officer that they had parked the car in the lot around 9:30 p.m. and no one had permission to take the car. The owner gave the officer a statement and confirmed the car was stolen. County recovered the car and had it impounded.
- On August 15, 2018 at 5:34 p.m., officers responded to the 23200 block of 56th Avenue W for a domestic dispute. A couple was arguing about a missing money order. The officers confirmed that the dispute was only verbal and gave both parties domestic violence pamphlets.
- On August 15, 2018 at 10:30 p.m., an officer observed a stolen vehicle being driven out of Gateway Plaza. The officer attempted to stop the vehicle. The driver did not yield and fled northbound onto I-5. The officer pursued along the length of the on-ramp and then terminated just prior to merging onto I-5 due to safety concerns.
- On August 16, 2018 at 2:11 a.m., a patrol officer checking the Albertsons parking lot located an occupied vehicle in the SE corner of the lot. While speaking with the driver the officer noticed drug paraphernalia in the vehicle. The officer made a request to search the car but the driver denied permission to search. The car was impounded and a search warrant was written.
- On August 16, 2018 at 12:40 p.m., a 15-year-old female Mountlake Terrace resident arrived at the Mountlake Terrace Police Department and reported she had been molested by a 55-year-old acquaintance. Patrol and Detectives responded to the residence and arrested the suspect, who provided a full confession.
- On August 16, 2018 at 11:23 p.m., officers responded to a report of narcotics activity in a room at the Studio 6 Motel. Officers contacted two subjects in a vehicle outside of the room where the alleged narcotics activity was reported. While speaking with the two subjects the officers were able to see a small plastic bag of pills on the floor of the passenger's side of the car. The two subjects did not claim the pills. The pills were determined to be anti-anxiety drugs belonging to a person not in the car. The pills were seized and entered into evidence for destruction. The manager of the motel asked that the two subjects be trespassed from the motel property. The officers completed trespass forms on both subjects. They were advised that the notice was for one year.

- On August 17, 2018 at 3:27 a.m., patrol officers responded to a report of suspicious circumstances near Interim City Hall with a person running around yelling for help. Upon arrival the officers found a vehicle in the ditch in the 6100 block of 219th Street SW with a subject trying to get the car out of the ditch. The driver of the car had a minor cut, appeared intoxicated and there was evidence he had been smoking marijuana in the car. The driver was placed under arrest, and given a breath test which had a reading of 0.130. The driver was booked at the Snohomish County Jail for being in physical control of a motor vehicle while intoxicated.
- On August 17, 2018 at 11:10 a.m., an officer met with a female resident at the Police Station to discuss a domestic situation. The resident told the officer that she had recently moved to Mountlake Terrace with her boyfriend. She stated that her boyfriend has been increasingly aggressive towards her, that nothing physical has happened, but she wanted to know about her options. The resident was given a domestic violence pamphlet, some additional support information and advised that the city's victim advocate would be following up with her.

If you are experiencing domestic violence or have questions about domestic violence, please call Domestic Violence Services of Snohomish County at (425) 252-2873 (24 hour hotline) or visit www.dvs-snoco.org

- On August 17, 2018 at 3:31 p.m., officers were dispatched to a nuisance complaint in the 24200 block of 59th Avenue W. The reporting party was complaining about a female subject who would not leave her home. The suspect, a 33-year-old female, told the officer she was there to assist a friend but had no gas money to get back to her home in Seattle. The suspect was told she was no longer wanted at the home. She was issued a trespass notice and provided gas money. The complainant and resident were also advised to not allow the suspect back at the home and to call 911 if she shows up again.
- On August 18, 2018 at 6:38 p.m., an officer patrolling the 23400 block of 58th Avenue W. made contact with a subject in his vehicle. During a routine check of the subject's ID, dispatch advised that the driver had a warrant for his arrest out of Bellevue. The warrant was confirmed, the subject placed under arrest and he was turned over to a Bellevue officer at a meeting location along I-405.
- On August 18, 2018 at 11:04 p.m., officers were dispatched to a domestic situation at the Andorra Apartments. Neighbors had called after hearing a female yelling "stop" and "help." At the apartment, officers spoke with an adult female who said her adult son was upset and taking his frustration out on her. She told the officers that nothing physical occurred. She said her son is on a methadone treatment plan but she suspected he is still using heroin. Officers spoke with the son who said he was upset because he "lost something important." Both individuals were provided a domestic violence pamphlet.
- On August 18, 2018 at 11:46 p.m., an officer stopped a vehicle in the 5800 block of 244th Street SW for a defective taillight. During the stop the officer noted a strong odor of burnt marijuana coming from the car. The driver admitted to smoking marijuana one hour prior to the stop and

during the testing process stated he was high but “not that high.” The driver failed the field sobriety tests, he was placed under arrest and his vehicle was impounded. He was given a DRE test and evaluation, a warrant was written for a blood draw and it was signed by a judge. The subject was transported to the Snohomish County Jail where his blood was drawn and he was booked for DUI.

- On August 19, 2018 at 7:26 a.m., an officer responded to a residence in the 21200 block of 48th Avenue W. for a theft complaint. The victim was reporting that sometime during the night an unknown person stole her bike from the back porch of her home. Nothing was seen or heard. She did not have a model or serial number for the bicycle.
- On August 19, 2018 at 8:18 a.m., an officer responded to a runaway report at a residence in the 23300 block of Cedar Way. The reporting party told the officer that her granddaughter had run away sometime during the night. The granddaughter had left a note indicating that she felt no one was listening to her. A Database Entry form was completed for dispatch to enter her into the system.
- On August 19, 2018 at 10:29 p.m., officers responded to a domestic disturbance in the 23500 block of Lakeview Drive. The husband at the home met the officers outside because his wife threatened to call the police after the two of them had been in a drunken, verbal argument. Officers determined that the disturbance was not physical and left both parties DV pamphlets.
- On August 20, 2018 at 8:50 p.m., an officer observed a stolen vehicle leaving the Cinebarre parking lot. Before the officer could stop the car it was parked at the food and gas mart on 205th NE and the female driver walked to the nearby Rite Aid. While waiting for backup units to arrive, the driver disappeared. Information obtained from the car indicates the driver/suspect is a known subject. The owner of the car was called, arrived to take custody of the car and helped determine what property in the car was the suspect's. Information recovered on the suspect from the car has been forwarded to detectives.
- On August 21, 2018 at 11:06 a.m., an officer responded to Candy Cane Park in the 23200 block of 48th Avenue W. for a sex offense complaint. An adult female victim was reporting that while she was getting in her car after her daily walk in the park, she observed a male standing in the open doorway of the nearby portable toilet. The victim soon noticed that the male was facing her and his shorts were partially pulled down, and he was committing a lewd act. Officers checked the area but the male was not located.
- On August 21, 2018 at 5:57 p.m., officers responded to a domestic dispute in the 5200 block of 238th Street SW. The officers were told by the male victim that his sister had head-butted him in the mouth during an argument. He showed the officer the abrasions on his lip from being struck. The female admitted to “pushing him with her head” after he got too close during their argument. The female was arrested for assault 4 DV and booked at the Snohomish County Jail.

Detective Unit Update

- Cases Assigned
 - 18-13372 Death Investigation
 - 18-13382 Hatchel
 - 18-13629 Harassment
 - 18-13662 Vehicle Rec.
 - 18-13610 DV Harassment
- Cases Cleared
 - 18-3069 Fail to Register
 - 18-13382 Eluding
 - 17-18390 Robbery
 - 18-12837 Burglary

***All detectives are working multiple fraud / forgery cases.**

Community Outreach & Directed Enforcement

- Officers conducted local business and area checks at the following locations: Northern Lights Apartments, Studio 6 Motel (Gateway Plaza), Ballinger Park, Interurban Trail, Veterans Park (Library) and marijuana dispensaries.
- Traffic enforcement in areas as requested. Emphasis on 48th Avenue W.
- Outreach materials are being distributed when appropriate.
- Several grant-funded "Target Zero" shifts were worked by officers as part of the on-going emphasis.
- A few pictures from the block party at 4500 237th that officers attended this weekend. Officers handed out stickers, pencils, flashers, showed their cars and Officer Shin gave a Latent print demonstration.



Code Enforcement Property of the Week

On August 15, 2018, Code Enforcement received a property complaint involving multiple junk, and/or inoperable vehicles parked on unimproved surfaces of a residential property near the 5400 block of 236th Street SW. Code Enforcement verified the complaint and issued a civil notice of violation for the following; 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.3-(All motor vehicles shall be parked on an improved surface anywhere on a property, or on a maintained surface, with no more than two motor vehicles parked in the rear yard), and 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). Code Enforcement will continue with the civil process until the property is compliant with City nuisance ordinances.



Other Items of Interest

- Officer Kyle O'Hagan successfully passed his School Resource Officer Certification at a class in Dallas, Texas.
- Sergeant King attend a grant meeting to request extra Target Zero Teams shifts.

NEWS RELEASES

News releases can be found on the [City's webpage](#).

MARK YOUR CALENDARS

- September 11, 7:00 p.m., Lake Ballinger Citizen Steering Committee Public Meeting, Mountlake Terrace Senior Center, 23000 Lakeview Drive
- September 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 15, 9:00 a.m., Annual Fall Cleanup, Recreation Pavilion
- September 26, 6:30 p.m., Evergreen Awards, Mountlake Terrace Senior Center
- October 17, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 20, 4:00 – 7:00 p.m., Recreation Pavilion 50th Birthday, Recreation Pavilion
- December 7, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 12, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace