

CITY MANAGER'S WEEKLY REPORT TO THE CITY COUNCIL

November 23, 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 **Thursday, November 29, 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) Review of Creekside Meadows PUD/Plat and Ordinance; (2) Review of State Business License Ordinance; and (3) Review Water Utility Rate Ordinance.

The City Council's next meeting is on **Monday, December 3, 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) Economic Alliance Snohomish County Annual Report; (2) Adoption of State Business License Ordinance; (3) Approval of Interlocal Cooperation Agreement with Edmonds School District for Electronic Reader Board Sign; (4) Approval of Professional Services Agreement for West Coast Code Consultants, Inc., for Plan Review and Inspection Services; (5) Continuation of Public Hearing and Adoption of 2019-2020 Biennial Budget Ordinance; (6) Public Hearing and Adoption of Creekside Meadows PUD/Plat and Ordinance; (7) Public Hearing and Adoption of Water Utility Rate Ordinance; and (8) Public Hearing and Adoption of Amendment to Impact Fees Ordinance.

COMMUNITY MEETINGS AND EVENTS

Recreation Pavilion's 50th Birthday: The City Council and Recreation Department celebrated the 50th Birthday of the date the Recreation Pavilion opened on November 20. The celebration turned out really well with a special rendition of a one-of-a-kind Mountlake Terrace song by Bill Kimball that reminisced about the memorable places for those who grew up in the city's early years after incorporation. In addition, there were fantastic dance performances, remarks by residents and former residents, prizes, free coffee and popcorn, and a cake cutting with the City Council. Dozens of people turned out for the event.

Many former staff, adults who had eagerly anticipated the opening of the pool as children, and program participants spoke about the great gift the Pavilion has been over the past 50 years. One of those who spoke was Gale Fiege, now retired from the *Everett Herald* and daughter of former Councilmember Gene Fiege. Gale recalled how hard the community worked to pass a bond to

build the Pavilion, the support the facility has received over the years, and how the Pavilion served as a gathering place for programs, music and fitness for families and friends. Thanks to everyone who attended and shared your memories.



Bill Kimball, formerly in a local band named by residents “Eddie Spaghetti and the Meatballs” sang about his memories of growing up in Mountlake Terrace.

- **Town Center Plan Open House – December 4:** The public is invited to attend an open house on Tuesday, December 4 at 6:00 p.m. at Mountlake Terrace Library (23300 58th Avenue W). The city’s volunteer Economic Vitality and Town Center Task Force has been meeting since April as part of the process to update the city’s Town Center Plan. The Task Force is reviewing draft updates to the Plan and this open house is intended for the public to have an opportunity to review the draft Plan and provide comments and feedback. **Also on Monday, December 17,** the City Council will hold a special joint meeting with the Task Force and Planning Commission at the Mountlake Terrace Library beginning at 6:00 p.m. to discuss recommended updates and receive the public’s input to date.

Beginning in January of 2019, the Planning Commission will begin holding work/study session followed by public hearings for additional input from the community. The Planning Commission will forward a recommend on the Plan for review and planned adoption by the City Council. For meeting information or questions, visit our website at www.cityofmlt.com/1936 or contact Community and Economic Development Director Christy Osborn at cosborn@ci.mlt.wa.us or Assistant City manager Stephen Clifton at sclifton@ci.mlt.wa.us or (425) 744-6209.

- **Tree Lighting Ceremony – December 7:** Sincere thanks to Mountlake Terrace Plaza for sponsoring the 2018 Tree Lighting Ceremony scheduled for Friday, December 7 at 6:30 p.m. The event takes place at Evergreen Playfield and will feature local school choir students, a visit from Santa Claus and cookies and cocoa served by our stalwart Tour de Terrace volunteers. Mountlake Terrace Plaza held a grand reopening in August and recently won an Evergreen Award for their transformation. We appreciate their generous donation and support of our community!
- **Coffee with the City December 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, December 12, 2018 from 6:00-7:00 p.m. in the Jungle Room.

CITY CLERK AND COMMUNITY RELATIONS UPDATES

- **Civic Campus Redevelopment Open House:** An online [comment form](#) for the new Town Center Park/Plaza located at the Civic Campus adjacent to the new City Hall now under design is available for the community to provide input. Over 60 residents attended a public open house November 14 to view a presentation and drawings by ARC Architects on a final concept/scheme for the new City Hall and Police Station addition. Immediately afterward, the Recreation and Parks Advisory Commission meeting held a special meeting with the public in attendance for a presentation by Landscape Architects MacLeod Reckord on three concepts related to the public gathering space also known as Town Center Park/Plaza.

The new City Hall will be built on city-owned property located at the northeast corner of the Civic Campus at 232nd Street and 58th Avenue West and the Police Station addition is included as part of the project. For more information about the project, please visit www.cityofmlt.com/1922 or contact Assistant City Manager Stephen Clifton at (425) 744-6209 or sclifton@ci.mlt.wa.us.

- **Website Redesign:** This week, members of all city departments participated in training classes with CivicPlus in anticipation of the city's website redesign that commenced last month. The goal of the new website is to improve navigation, make information easier to locate, and provide more convenient project updates. A refreshed design with new photos, graphics, color scheme are included as part of the project. The new website is anticipated to be ready in early spring of 2019.

Do you have photos you would be willing to share? In order to give the website an updated look, new photos are desired and the city encourages the public to participate in this project as well. Along those lines, opportunities to provide feedback on what you would like to see improved will be offered on our Facebook page (City of Mountlake Terrace Government) over the coming weeks. Please submit photos to cityhall@ci.mlt.wa.us by December 1, 2018. We are looking for scenic photos, seasonal photos, event photos and any photos of iconic Mountlake Terrace businesses, places, signs or landmarks. If the photos are used on the

homepage banner, they must be over 1 MB and 2200 pixels wide. Upon request, photo credits will be displayed for any photos used.

- **Proposed Biennial Budget Public Hearing:** The City Council continued the public hearing on the proposed 2019-2020 Biennial Budget to December 3, 2018. Those people to provide input are welcome to attend or email testimony by 4:00 p.m. on December 3, 2018 to cityhall@ci.mt.wa.us.

COMMUNITY & ECONOMIC DEVELOPMENT UPDATES

- **Pre-application Conference Requests Continue:** To date, 19 pre-application conference applications have been submitted. The most recent requests are for:
 - A 15-lot formal plat of a 4.47 acre parcel on 214th Street SW. The site is vacant, but contains wetland buffers and the 100-foot wide PUD transmission lines easement. The proposal includes a rezone from RS 8400 to RS 7200. A boundary line adjustment would precede the plat action to add more land to the subject site by shifting a property line;
 - The interim temporary parking lot for Sound Transit, which is to be located on the former Roger's Market site, at 23120 56th Avenue W. The proposal is to create more than 200 temporary parking spaces on the 2.14 acre site while Sound Transit constructs temporary parking closer to the Transit Center on 236th. Includes demolition of the existing building, site lighting, and a larger commuter bus shelter on 56th.
- **Sound Transit Office:** Sound Transit is proceeding with plans to open an office in the city. A building permit application has been submitted to make tenant improvements (TI) to more than 19,000 square feet of space on the third floor of the Redstone Building (6100 219th St SW). This is the same building where the interim City Hall is located. The value of the work is listed at \$300,000. Additional permits, such as plumbing, electrical and mechanical, will also be needed.
- **Terrace Station:** Construction progress on the site is rapidly connecting the new roadway with 236th Street SW. 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.

PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES

- **Re-striping Pavement Markings:** Paint crews are making progress refreshing painted pavement markings throughout the city. Continued progress is expected over the next week or two as dry weather and temperatures permit.
- **Federal Americans with Disabilities Act (ADA):** Proposals for the development of the city's federal Americans with Disabilities Act (ADA) Self-Assessment and Transition Plan that describes that the city's plan to bring right-of-way facilities into compliance with the ADA were due Thursday, November 15. A draft planning document will be prepared that

summarizes the recommended policies and plans to achieve compliance for approval by the Washington State Department of Transportation and city adoption.

- **Main Street Revitalization Project:** The construction contract for Phase 1 of the Main Street Revitalization project is out for bid with the bid opening scheduled for early December.
- **220th Adaptive Signal Project:** The construction contract for the 220th Adaptive Signal project is out for bid with the bid opening scheduled for the last week in November.

RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES

- **Modified Pool Schedule:** The Recreation Pavilion will be on a Modified schedule from November 21-25. The hours of operation have been modified, the schedule can be found at <http://www.cityofmlt.com/531/Pool-Schedule>. The building will be closing early on all the days on the modified schedule. Closing will be 7 p.m. on Wednesday, 5 p.m. on Friday and 4:30 p.m. on Saturday and Sunday. No swimming lessons are scheduled during these days, the Pavilion is closed on November 22 on Thanksgiving Day. There will be a special Recreation swim on Friday, November 23 from 1:15-2:45 p.m. and on Saturday, November 24 the Recreation Swim has been expanded to 1:15 to 3:55 p.m.
- **Winter Dance Concert:** Saturday, December 8 1:00 p.m. at the Mountlake Terrace High School Theater. Tickets are \$9 and available at the door. The box office opens at noon. MLT Dance Academy students will perform Jazz, Ballet, Pointe, Hip Hop, Tap and the littlest Creative Dancers will charm you for sure. Adult classes are also participating in Tap, Jazz and Flamenco! For more information about the concert and joining our Academy or Quarterly dance programs contact Chloe Davenport at (425) 640-3107 or cdavenport@ci.mlt.wa.us. Don't miss this warm and festive community event!
- **Quarterly Fitness Classes:** It's never too late to start taking care of yourself. Join any of our ongoing fitness classes like Core de Force, Strong by Zumba, Tai Chi and Yoga. Drop-in and give it a try. When you discover you love it, you'll want to get registered for the best hourly rate. This session begins October 29 and runs until winter break, December 22. We'll take a break over the New Year and start classes again January 7.
- **Quarterly Dance Classes:** From the littlest beginners to the experienced ballet dancers we offer dance for the whole family. Anyone can drop-in to adult/teen classes to give them a try at any time. No drop-ins for children's classes. Broaden your ethnic horizon with Flamenco and Salsa or go back to the classics with Beginning or Intermediate Ballet, Tap and Jazz. We have lots of choices. When you discover you love it, you'll want to get registered for the best hourly rate. This session begins October 29 and runs until winter break, December 22. We'll take a break over the New Year and start classes again January 7.
- **Espresso special:** WE HAVE EGGNOG! Next week, the Recreation Pavilion Espresso special will be an Eggnog Mocha. Come in November 26 – December 2 and receive \$.50 off a 16oz.

- **Tree Lighting Ceremony:** The Annual Tree Lighting Ceremony is scheduled for Friday, December 7 at the Evergreen Playfield Complex. Parks and Public Works crews will climb the tower to set up and test the well-known tree in November. Park and Facilities crews are blowing and cleaning the area in preparation for the event. Volunteers from the Tour de Terrace, the Recreation Park Advisory Commission and the Neighborhood Park Improvement Subcommittee will assisted with the event.
- **Historical Grant:** The Mountlake Terrace Community Foundation working with city staff has been awarded a Historic Preservation Grant with the intent of preserving Mountlake Terrace history. The Historic Preservation Grant would fund the digitization of photos and documents in an effort to preserve the historic value and allow for use in social media and other digital formats.
- **Girl and Eagle Scout Project:** Troop 41246 Leader Heather Margo along with Girl Scouts Stephanie Kha, Neeva Shrestha, Holland Hornaday, and Jessie Tong are working for their Silver Award and have opted to paint a new swing set to be installed at Terrace Creek Park to keep the "Candy Cane" theme. The troop taped and masked the swing set and Carstar Collision donated a professional paint job for the set. At the same time Eagle Scout Candidate Jared Popelka was interested in a park project for his Eagle candidacy and submitted a project to assist with the installation. Park staff removed the old swing set and worked with Jared to install on Sunday November 18. Jared worked with approximately 25 volunteer Boy Scouts and Parents to complete the installation and will allow the concrete to set then will return to hang the swings before the end of November.





POLICE DEPARTMENT UPDATES

Activity Year-to-Date Through November 13								
	Reports	Traffic Stops	Arrests	Collisions	DUI's	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Month</i>								
<i>YTD</i>	2030	3391	468	246	34	88	39	137

**Activity is updated the first full week of each month*

Significant Incidents

- On November, 14, 2018 at 9:50 a.m., an officer responded to the 22000 block of 64th Avenue W for a burglary report. The caller was reporting that she works out of a room at the complex and when she arrived at work today she found the office had been ransacked. It did not appear that there was a forced entry. A spare key in the common kitchen area was missing along with a credit card machine. The suspect left behind a half-eaten box of cereal but no prints were located when the box was tested. At this point the victim has no idea who might have broken into the office.
- On November 14, 2018 at 9:27 p.m., officers were dispatched to a court order violation in progress at an apartment in the 21400 block of 52nd Avenue W. The victim was reporting that an ex-boyfriend was at her door in violation of court orders. Officers found an intoxicated male sitting in a chair just outside the victim's front door. The subject was identified and the court orders confirmed. During the process it was found that the subject had convictions for

four previous domestic violence court order violations. He was booked at the Snohomish County Jail for a felony court order violation.

- On November 15, 2018 at 2:06 a.m., officers responded to the 23500 block of 65th Place for a disturbance. Based upon what the dispatchers heard during the call, a crying female and sounds of a disturbance, the officers felt there may be a domestic violence situation at the home. After multiple attempts to get someone to come to the door they opened the front door for community caretaking purposes. A female in the home told officers that there had been some yelling and banging from the couple that share the home but she did not know if anything physical had occurred. Officers later contacted the original caller when she returned home. The female who had called stated that she had made the call because she wanted to “scare” her boyfriend. She told officers that nothing physical had occurred and she was uncooperative in providing additional information. A domestic violence pamphlet was provided.
- On November 15, 2018 at 12:13 p.m., an officer responded to the 4800 block of 243rd Street SW for a theft and fraud report. The victim told the officer that he wrote out a personal check for a Comcast bill payment and placed it in his mailbox. He also told the officer that he just happened to go to the mailbox before the mail pickup and noticed the envelope was gone. Then on November 14, 2018 he found that his check had been altered and written to a “Steven Marshall,” who then cashed the check using his identification. The case has been assigned to the detectives for further investigation.
- On November 15, 2018 at 7:05 p.m., an officer on patrol along Lakeview Drive noticed a vehicle with an expired license plate. When stopped, the driver was found to have a \$2600 warrant out of Edmonds for making false statements to a public servant. The warrant was confirmed and an Edmonds officer responded to take custody of the warrant suspect.
- On November 16, 2018 at 12:32 a.m., officers were dispatched to an assault with a weapon in the 22400 block of 66th Avenue W. Dispatch was reporting that a subject in a black sports car had pointed a gun at the reporting party. An officer saw the car pulling into the Crazy Moose Casino parking lot. The officers did a high risk stop and detained the driver and his female passenger. The suspect told the officers that the caller had come out of his house and pounded on the roof of his car telling the suspect that his car was too loud. The suspect said that he told the caller to get away from his car or he would “spray” him. He told the officer that it was not a gun but pepper spray and allowed the officer to retrieve it from the side door pocket. The officer determined that no crime was committed and released the driver and his passenger.
- On November 16, 2018 at 2:48 a.m., at a home in the 23600 block of 54th Avenue W, Mountlake Terrace Patrol assisted the drug task force for an execution of a search warrant. A large quantity of narcotics and money were seized. A stolen handgun was also recovered. Investigation and report completed by the task force. One suspect was arrested by the task force and booked into Snohomish County Jail.
- On November 16, 2018 at 9:01 a.m., a resident called to report that her purse was stolen out of her walker which she had left outside her room at the SHAG housing in the 5500 block of 244th Street SW. The victim told the officer it was a small purse with \$50 and a debit card inside.

She said she was just leaving her apartment and left the walker outside her door to get something. She believes that at that point someone took the purse out of the walker. She was provided a case number and instructed on how to cancel her debit card.

- On November 16, 2018 at 8:54 p.m., officers responded to the 22300 block of 66th Avenue W for a physical domestic. The situation was determined to be an argument that escalated to an attempted assault and threats between two adult siblings. Officers arrested the 20-year-old male who admitted that, "he let his anger" control his decision making. The suspect was booked into the Lynnwood Jail for Domestic Violence Harassment.
- On November 17, 2018 at 1:12 p.m., an officer was dispatched to meet a Lake Forest Park police officer at the 24-hour Fitness to take custody of a Mountlake Terrace warrant suspect. The suspect was wanted on charges of disorderly conduct and resisting arrest. She was taken into custody without incident and transported to the Lynnwood Jail.
- On November 17, 2018 at 1:31 p.m., an officer took a theft report in the 23800 block of 52nd Avenue W. The victim was reporting his Amazon order had been taken from his porch on November 9, 2018 and he needed a case number to get reimbursed from Amazon. There are no suspects or leads at this time.
- On November 18, 2018 at 10:39 a.m., officers responded to a verbal domestic at a home in the 5700 block of 234th Street SW. The caller told officers that her 21-year-old brother had broken the television and damaged a piano with a golf club. According to the caller her brother was upset about missing a dinner with their parents the night before. As the parents left the home the brother repeatedly struck the piano with the golf club and then left out the front door. As the caller was looking around she noticed that he had also shattered the TV in his room. Officers were able to locate the suspect at the park and ride but he ran back home. At the home he was confronted by officers and arrested. He admitted doing the damage to the piano because "he was upset with it" and breaking his TV. The suspect was arrested for Domestic Violence Malicious Mischief and booked at Lynnwood Jail.
- On November 18, 2018 at 9:05 p.m., officers were dispatched to the 7-11 for a male subject who was being verbal and refused to leave the store. The store clerk told officers that when he asked the suspect to leave the store the suspect started using foul language and then struck the clerk in the face. Officers located the suspect, took him into custody for the assault and disorderly conduct. During a search of the suspect the officer located drugs and paraphernalia. The store clerk decided he did not want to pursue the assault charge so the suspect was cited for the disorderly conduct and possession of drug paraphernalia and released.

Detective Unit Update

- | | |
|---------------------------|---------------------------------|
| • Cases Assigned | • Cases Cleared |
| • 18-18171 Warrant Arrest | • 18-17632 Runaway |
| • 18-18215 Runaway | • 18-15981 Residential Burglary |
| • 18-18142 Fraud | • 18-17071 Assault |

- Detectives are very busy working on prosecutor requests for the recent homicide. The requests have required multiple search warrants to be written and additional interviews to be conducted.

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), Creekside Church and marijuana dispensaries.
- Traffic enforcement in areas as requested, 44th, 214th, 48th & 65th.
- Outreach materials are being distributed when appropriate.
- Traffic emphasis in school zones. School liaison officers are making their school visits.

Code Enforcement Property of the Week

On March 14, 2018, Code Enforcement received a complaint regarding a property located near the 21400 block of 46th Place W involving wood piles throughout the front yard, junk and debris located behind the fence in the backyard of the property. On March 15, 2018, Code Enforcement verified the complaint from the public right-of-way, noted junk and debris was visible in the backyard through a portion of the fence that had fallen over, and multiple piles of wood and debris existed in the front of the property. Code Enforcement issued a civil notice of violation in accordance with 8.15.040.I – (Debris and trash accumulation of broken and neglected items, litter, salvage materials, and junk not in an approved closed structure), and 8.15.040.A.6 – (Woodpiles that are not properly stacked or accumulations of wood debris, such as branches, that could become a fire hazard or harbor rodents). On April 23, 2018, Code Enforcement re-inspected the property, and noted no changes had been made. Code Enforcement continued to make reasonable attempts to reach out to the property owner(s), and/or occupant(s), but was unsuccessful in having the violations abated. On September 18, 2018, Code Enforcement re-inspected the property, and noted the violations still existed, and issued a civil notice and order. On November 6, 2018, the owner of the property asked if Code Enforcement would come and re-inspect the property. On November 7, 2018, Code Enforcement re-inspected the property and noted all violations had been removed.



Other Items of Interest

- On Wednesday, November 14, members of the Police Department, neighboring police departments, local business leaders and family members gathered to say goodbye to Chief Greg Wilson at a get-together organized by the Mountlake Terrace Police Officers Association.

- On Thursday, November 15, Commander Haynes, Sergeant Burkett and Detective Sergeant Lowe conducted ten police recruit interviews at City Hall.
- Below is a note that we received at the Police Department from one of our younger residents.

Muntlake Terra Police Depart t

My Name is Rishan. I am six years old.
I like police Offi I like police
stickers. I W t to thanks
for taking care of us Everyday.
I am so glad we have you, I want
t be a police Officer when I
and help people just like you.
Yours Sincerely
Rishan

- On Thursday, November 15, the day shift officers attended the Juicy Power Yoga ribbon cutting ceremony, welcoming a new business to the city.
- Tuesday, November 20, a training workshop for assessors was conducted for the upcoming sergeant's assessment center.

NEWS RELEASES

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

MARK YOUR CALENDARS

- 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