CITY MANAGER’S WEEKLY UPDATE
August 23, 2019

CITY COUNCIL MEETINGS

The City Council’s next meeting is a special meeting scheduled for Monday, August 26, 2019 at 6:00 p.m. beginning at the Mountlake Terrace Library, 23300 58th Avenue W. The agenda will be a Town Center Walking Tour. This meeting is not intended as a City Council meeting but is noted as such to comply with the Open Public Meetings Act because a quorum of the City Council may attend. No formal action will be taken. For more information, contact the City Clerk’s Division at (425)744-6206 or cityhall@ci.mlt.wa.us.

The City Council’s work/study session scheduled for Thursday, August 29, 2019 is cancelled. However, there will be a special meeting at 3:00 p.m. with 32nd Legislative District Senator Salaman for an update and tour of Ballinger Park. This meeting is not intended as a City Council meeting but is noted as such to comply with the Open Public Meetings Act because a quorum of the City Council may attend. No formal action will be taken. For more information, contact the City Clerk’s Division at (425)744-6206 or cityhall@ci.mlt.wa.us.

The City Council’s next regular meeting is on Tuesday, September 3, 2019 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 and Discussion of Town Center Update; (2) Approval of Agreement with Snohomish County for Mickey Corso Community Clubhouse Grant; (3) Agreement with Pacific Northwest Basketball Officials; and (4) Review of Updated Criteria and Application Form for Lodging Tax Funds.

The City Council’s next work/study session is on Thursday, September 12, 2019 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 and Discussion of Town Center Update; (2) Discussion on Community Housing Needs; (3) Review of Final Comments by Ecology on Shoreline Master Program and Review of Development Regulations to Implement the Shoreline Master Program Ordinances; (4) Introduction to Stormwater Rate Study; (5) Review Professional Services Agreement for Ballinger Park Water Elements Design (Tentative); (6) Discuss Naming of Plaza at Civic Campus; and (7) Presentation of Civic Campus Redevelopment Project (Tentative).

COMMUNITY MEETINGS AND EVENTS

• Draft Town Center Subarea Plan Upcoming Meetings: The review and public hearing on the draft Supplemental Environmental Impact Statement (SEIS) concluded on August 1 and 5 and the city responded to questions from the community at Tour de Terrace and National Night Out with displays showing the proposed plan. Additional opportunities for public input were Coffee with the City, August 14, August 15 City Council’s work/study session, and August 19 City Council meeting discussion. To provide input, you may either attend a meeting and
provide public comment, write a letter to the City Council or email cityhall@ci.mlt.wa.us. More information on the Town Center Subarea Plan Update Process is available at www.cityofmlt.com/338.

Additional upcoming meetings to discuss the plan and gather public comments from the community are currently scheduled for September 3 and September 12. Please check with the City Clerk’s Office at (425) 744-6206 or cityhall@ci.mlt.wa.us to confirm closer to the dates. The meetings will begin at 7:00 p.m. in the Interim City Hall Council Chambers, 6100 219th Street SW #220, Mountlake Terrace.

- **Coffee with the City September 11:** 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 11, 2019 from 6:00 to 7:00 p.m. in the Jungle Room.

**CITY CLERK AND COMMUNITY RELATIONS UPDATES**

- **Emphasis on Leashing Pets:** Community Relations wants to thank all the dog owners who live and visit here who are keeping their pets leashed. Major improvement has been observed in numerous city parks and public areas. On a recent trip to a remote part of Ballinger Park to pick berries on a Sunday, the City Clerk recorded seeing 15 leashed dogs in a row, one unleashed dog, and then four more leashed dogs. She spoke to the person with the unleashed dog and let them know that they could be fined and explained why they should keep their pet leashed. Keep it up, everyone! Our city’s dog owners as well as residents without dogs really appreciate not having unleashed dogs running at them.

- **Evergreen Awards:** Community Relations is currently contacting this year’s Evergreen Awards winners. The program recognizes community members who take great pride in maintaining their properties. The city is awarding 15 Best Maintained Property Awards (including one business), seven Best Transformation Awards (including two businesses and one multi-family property), and two Most Sustainable Awards. A dessert reception with the City Council will take place on September 25 at Ballinger Clubhouse.

- **New Webpages:** The Recreation and Parks Department has launched a new webpage titled “Current Park Projects” that shows nine park projects that are underway or in the planning stages. In addition, the department coordinated with the Community Relations Division on a new Town Center Park Plaza webpage linked on the park projects page. There you can find an overview of the project and a link to an online form to participate in providing input to the Recreation and Parks Advisory Commission (RPAC) about a name for the Town Center Park Plaza. RPAC asked for community input before making a recommendation to the City Council for consideration.

- **Bicentennial Park Volunteer Appreciation BBQ:** The city invited the volunteers who worked over the last ten years to transform Matt Hirvela/Bicentennial Park to a BBQ on Friday, August 23. The work included a trail that encircles the park as well as benches and other amenities and was completed piece by piece with help from Boy and Girl Scout Troops, Cub
Scout Packs, Eagle Candidates, Community Foundations, local residents, grant funding and some in-house work by the city. The Washington Recreation & Parks Association was so impressed the community received an award for this project!

- **Lodging Tax Funds:** The City Clerk is working with the Lodging Tax Advisory Committee (LTAC) to update the city’s funding application, criteria for awarding lodging tax funds and creating a checklist for applicants. The LTAC is currently reviewing the materials and City Council review and consideration is tentatively scheduled for either September 3 or 16.

**COMMUNITY & ECONOMIC DEVELOPMENT UPDATES**

- **City Hall & Police Station Addition:** ARC Architects and city staff continue to work on the refinement and review of drawings as the project moves closer towards the ability to issue permits and bid the project. The project is anticipated to go to bid in September.

On July 1, 2019, the City Council approved the Arts Advisory Commission recommendation to continue working with Louise McDowell and CJ Rench for the purpose of creating two distinct sculpture artworks for the Civic Campus Redevelopment project. Each artist will be meeting with the Commission to collaborate and discuss refining proposed concepts. The Arts Advisory Commission met with Louise McDowell on July 16, 2019 and CJ Rench on July 25, 2019 to discuss concepts.

Ms. McDowell’s proposal included three life sized, cast bronze figures of children gathering in the park/plaza. The Commission was quite receptive to the proposals and authorized moving forward with the proposal by Ms. McDowell.

Mr. Rench’s proposals included concepts of 20+ foot tall wildflower metal sculptures with glass/resin flower petals. Although the Commission liked the primary concepts, they also were interested in exploring an alternative also presented at the meeting. The alternative would have a more substantial base and more pronounced flower petals. The commission requested Mr. Rench present a refined alternative for their review at a future meeting.

- **Premera Campus Renovation:** Premera Blue Cross has submitted a proposal to renovate the campus to replace Building 1 with a facility that provides more on-site amenities for employees and to make minor modifications to most of the four other buildings. A site development plan application was submitted June 21 and is being revised to meet filing requirements. The proposed work includes a new Building 1 with a smaller footprint, removing nearly 200 parking spaces, creating more open space, changes in circulation, and pedestrian friendly street frontage improvements on 220th Street SW and a portion of 216th.

- **New Terrace Townhomes:** A 12-lot fee simple townhome development located at 4907 216th Place SW, has submitted for their civil construction permit to construct frontage and onsite improvements.

- **Creekside Meadows:** On August 13 the Community and Economic Development Department held a Pre-Construction Meeting with the developers of a 56 lot subdivision named “Creekside
Meadows” at 7011 226th Street SW. Demolition of the Creekside Church and School has begun to allow for clearing and grading.

- **Sound Transit Staging Site**: A permit has been issued to construct an 8’ height wood fence and 12’ height chain link fence, combined, around the Melody Hill Staging Site at 6205 222nd Street SW for Sound Transit’s Link Light Rail project. The associated landscaping and irrigation permit is under staff review.

- **Solana Townhomes** (5503 240th Street SW): Building permits for 19 townhomes in the Town Center were issued.

**HUMAN RESOURCES**

**Job Opportunities:**

- **Dance Instructor – Jazz and Hip Hop**: Part-time Dance Recreation Specialist at the Mountlake Terrace Recreation Pavilion. Responsible for instructing dance in one or more of the following disciplines: Jazz and Hip Hop or any other style deemed appropriate by the Dance Programmer. Students can range from 4 years old to adult. Details can be found online here: [Jazz and Hip Hop](#)

- **Dance Instructor – Lyrical and Jazz**: Part-time Dance Recreation Specialist at the Mountlake Terrace Recreation Pavilion. Responsible for instructing dance in one or more of the following disciplines: Lyrical and Jazz or any other style deemed appropriate by the Dance Programmer. Students can range from 4 years old to adult. Details can be found online here: [Lyrical and Jazz](#)

- **Clerk I – Recreation Pavilion**: Full-time position performs a variety of customer service functions in support of the Recreation and Parks Department at the Recreation Pavilion. These functions include: answering customer inquiries by telephone and/or person, registering participants for classes/programs, collecting admissions fees, financial deposits, filing, copying, maintaining program information, scheduling facilities for private and public use, and providing food and beverage service at the espresso cart. Details can be found online here: [Recreation Clerk I (full-time)](#)

- **Clerk I – Recreation Pavilion**: Part-time position performs a variety of customer service functions in support of the Recreation and Parks Department at the Recreation Pavilion. These functions include: answering customer inquiries by telephone and/or person, registering participants for classes/programs, collecting admissions fees, financial deposits, filing, copying, maintaining program information, scheduling facilities for private and public use, and providing food and beverage service at the espresso cart. Details can be found online here: [Recreation Clerk I (part-time)](#)

- **Finance Coordinator**: Full-time position responsible for general clerical and Accounts Payable processing expertise to the organization, and assists in the preparation of a variety of financial reports. Details can be found online here: [Finance Coordinator](#)
• **Lifeguard/Swim Instructor (Recreation Leader I):** Part-time position responsible for lifeguarding assigned areas of an indoor swimming pool facility as well as teaching swim lessons. Details can be found online here: [Lifeguard/Swim Instructor](#)

• **Police Cadet:** This part-time, entry level support position assists records, evidence and patrol staff by performing an assortment of miscellaneous tasks as assigned. This position is intended to serve as an introduction to law enforcement and incumbents must be currently enrolled in an accredited college. Details can be found online here: [Police Cadet](#)

• **Public Works Maintenance Aide(s):** Temporary full-time position that assists maintenance workers perform the maintenance of City streets and drainage, traffic control, sanitary sewer system and water system, and related work as required. Details can be found online here: [Public Works Maintenance Aide](#)

• **Rec Leader I – After School Program at Mountlake Terrace Elementary:** Part-time position is responsible for assisting with various youth programs: arts and crafts, games, sports, special events and leisure activities for kids aged 5-12. Details can be found online here: [After School Programs](#)

• **Rec Leader I – Before and After School Program at Madrona:** Half-time position is responsible for assisting with various youth programs: arts and crafts, games, sports, special events and leisure activities for kids aged 3-12. Details can be found online here: [Before & After School Program - Madrona](#)

• **Rec Leader I – Before and After School Program at Mountlake Terrace Elementary:** Half-time position is responsible for assisting with various youth programs: arts and crafts, games, sports, special events and leisure activities for kids aged 3-12. Details can be found online here: [Before & After School Program - MLT Elementary](#)

You can also subscribe to job posting notifications to be automatically alerted of the latest career opportunities by clicking on the Notify Me® button [here](#).

If you have questions about job opportunities please contact Human Resources at HRCity@ci.mlt.wa.us or (425)744-6225.

**PUBLIC WORKS (ENGINEERING & OPERATIONS) UPDATES**

• **Main Street Construction, 236th Street SW:** The Main Street Revitalization Project on 236th Street SW is ongoing and on schedule. The week of August 26, the city’s contractor will continue with sidewalk installation. In addition, excavation for retaining walls along the north side of the roadway continues. During this period and during daytime working hours, eastbound 236th Street SW will continue to be closed between 58th and 56th Avenues W, with brief lane shifts and lane closures. Two-way travel throughout the area will be provided outside of daytime working hours.
Flaggers will be on duty to help people through the construction zone. As construction progresses, the city will provide additional construction information that is up-to-date and reflects the contractor’s progress.

Weekly travel advisories on all construction projects throughout the city are provided online at [www.cityofmlt.com/208](http://www.cityofmlt.com/208) (traffic alerts). Main Street updates are shared on social media. These updates are provided to keep the community informed about the type of traffic modifications that are in place and where they are located.

- **Treatment for Aquatic Weeds in Lake Ballinger:** Lake Ballinger has become infested with invasive aquatic weeds, including Eurasian watermilfoil, fragrant water lilies and curly leaf pondweed. The thick aquatic plant beds that cover most of the nearshore area have negatively impacted boating, swimming, and fishing in the lake. Invasive weeds have also reduced water quality.

  A steering committee of local residents recommended a control plan including use of burlap bottom barriers and aquatic herbicide applied to 50 percent of the lake during summer 2019. Lake Ballinger will be treated with aquatic herbicides three times between July 24 and September 15, 2019. The first treatment was applied Wednesday, July 24. A motorized boat has been permitted on the lake in order to complete this project. Treatment is being applied to the western shore of Lake Ballinger and the northeastern section near Ballinger Park fishing dock/boat ramp.

  More background information on the treatments for Aquatic Weed Control in Lake Ballinger can be found in the city’s Integrated Aquatic Vegetation Plan posted on the city’s website [www.cityofmlt.com/DocumentCenter/View/18445/](http://www.cityofmlt.com/DocumentCenter/View/18445/).

**RECREATION, PARKS, AND PROPERTY MANAGEMENT UPDATES**

- **Swimming Lesson Registration:** Pre-Registration for those currently enrolled in swimming lessons will take place this weekend, August 24 and 25. This will be for fall lessons that will begin on September 7 and 8. Weekday lessons will pre-register August 26 and 27 for weekday and evening lessons that will begin the week of September 9. Registration for those who are not currently enrolled will take place September 4 for MLT residents and September 5 for everyone. Lesson schedules will be posted online by Friday, August 23 for all sessions at [www.cityofmlt.com/529/](http://www.cityofmlt.com/529/). For more information, contact the Recreation Pavilion at (425) 776-9173.

- **Labor Day Weekend Schedule:** On August 31 and September 1, there will be a special schedule for the holiday weekend. It is available now in the Pavilion lobby or online at [www.cityofmlt.com/531/](http://www.cityofmlt.com/531/). The Pavilion will be closed on Monday, September 2 in observance of Labor Day. The pool, spa, and sauna will be closed for maintenance September 3-5. The pool will start on its fall schedule on September 6.

- **Youth Programming Job Opportunities:** Recreation is hiring two half-time Recreation Leader I - Site Assistants - Before and After School Programs. This is a benefitted position at Madrona K-8 and Mountlake Terrace Elementary. Also hiring part time non-benefitted
Recreation Leader I after care at MLT Elementary. Visit www.cityofmlt.com or call (425) 640-3102 for more details.

- **Summer Camps:** This week All-Stars camp will welcome West City Rope Ninjas and Majors camp are visited the Ballard Locks on August 21. Jr Kids Krew camp is welcoming Museum-on-the-Go – Imagine Children’s Museum activity, “Creative Construction.”

- **Dance Academy:** Registration has started! Creative Dance, Pre-Ballet, Ballet, Pointe, Jazz, Lyrical, Tap, Hip Hop and Irish Step are all on the schedule for the 2019-2020 season. To browse the classes for ages and times, please find the Craze at www.digitalcraze.com or you can find a hard copy at the pavilion. Dancers need to be 3.5 years old by September 1 to be eligible for Academy classes. To register you’ll need to fill-out a Dance Registration Packet. These can be picked up at the front desk of the Pavilion or you can look for the paperwork on our website at www.mltrec.com/435/Academy-classes and scroll to the end of the page for the pdf versions to print and bring in with your payment. Register by age first or for more placement information, please calls Director Chloe Davenport (425) 640-3107.

- **All Dance & Fitness:** There will be a two-week break before the fall season begins. Classes end on August 24 and will resume on September 9. Quarterly classes can register online. Academy classes need to register in person. Everyone needs to sign a waiver and have a DASH account to register for programs. For more information, please call the front desk at (425) 640-3107.

- **Sand Volleyball at Terrace Ridge Park:** At the recommendation of the Neighborhood Park Improvement Subcommittee, Park staff installed volleyball posts and a net at Terrace Ridge Park. The suggestion came after some antiquated play equipment was removed. The subcommittee noted the size of the sand area left after removal was approximately the same as volleyball court dimensions and suggested placing a net on site as a cost effect and efficient use of the area since many local residents erect their own nets at the park during the summer and early fall.

- **Eagle Candidate Project:** Park staff have been contacted by an Eagle Candidate Michael Frary with an interest in an Eagle Project in Mountlake Terrace. Michael met with staff and is considering a project to help label storm drains to assist in protecting the watershed. Michael has submitted his proposal to park and stormwater staff and is forwarding to the Boy Scouts of America Mount Baker District office for final approval. Michael intends to work on his project on September 14.

- **Girl Scout Silver Award Project:** Girl Scouts Temple, Kathleen and Ava from Troop 44253 have been working with park and stormwater staff to create a project for their Silver Award. The troop had an interest in assisting with the water quality and removal of invasive plant species in Lake Ballinger. The group devised a plan to help with the removal of invasive fragrant water lily. The Girl Scouts did some preliminary testing then worked removing the invasive plants at Lake Ballinger on Saturday August 17. The effort went well and the troop removed numerous invasive plants from the lake. The troop will be recognized for their efforts at an upcoming Council meeting.
POLICE DEPARTMENT UPDATES

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<th>Month</th>
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<th>Traffic Stops</th>
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*Activity is updated the first full week of each month

Weekly Patrol Synopsis

- On August 14, 2019, Mountlake Terrace patrols were dispatched to a malicious mischief in progress. Upon arrival officers found fresh spray paint on a dumpster located at the 22200 block of 56th Avenue W.

- On August 14, 2019, a Mountlake Terrace employee found a small bag containing some marijuana and glass smoking pipes while in a city park. The property was entered into evidence for destruction.

- On August 14, 2019, patrols responded to the 22600 block of 44th Avenue W. for a report of a mail theft. A vehicle registration was stolen from the victim’s mailbox.
• On August 14, 2019, officers responded to the 23100 block of 63rd Avenue W. for a report of a physical domestic. Officers learned that the suspect punched his father in the eye after an argument over their car keys. The suspect fled on foot but was eventually located and booked into jail.

• On August 15, 2019, patrols responded to the 22800 block of 55th Avenue W. for a physical domestic between a male and female who were in a dating relationship. The female was very intoxicated and told a version of events that kept changing. Officers were eventually able to develop probable cause to arrest the female for assault 4 DV and book her into jail.

• On August 15, 2019, an Edmonds officer had detained a suspect who was in possession of two stolen packages that were from Mountlake Terrace. The victim from Mountlake Terrace was contacted and the mail was confirmed to be stolen.

• On August 15, 2019, officers responded to the 23900 block of 55th Avenue W. for a burglary report. The victim arrived home and found their house had been burglarized. The victim has video of the suspects. Investigation is ongoing.

• On August 15, 2019, officers were dispatched to assist the fire department at the 23800 block of 54th Avenue W. Firefighters reported that they found a marijuana grow in a home where they just extinguished a fire. Approximately 84 marijuana plants were discovered. Investigation is ongoing.

• On August 16, 2019, officers responded to a CPS referral indicating that a 15-year-old male sexually molested a 3-year-old female. Investigation is ongoing.

• On August 17, 2019, Officer Brecht assisted Edmonds Police with a DUI accident in her role as a drug recognition expert.

• On August 17, 2019, officers responded to the 21400 block of 52nd Avenue W. for a court order violation. Officers developed probable cause to arrest a male suspect for communication with the petitioner, which was in violation of the order.

• On August 18, 2019, officers responded to the Maple Glen Apartments for an assault report. It was reported that an unknown suspect assaulted a resident by pushing him from behind while he was entering his apartment. The suspect fled. There was no description given.

• On August 19, 2019, at 2:54 a.m., officers patrolling the Interurban Trail located three subjects in the area. While talking with the subjects officers noticed drug paraphernalia in plain view. A suspect was arrested and booked for paraphernalia, as well as warrants for his arrest.

• On August 19, 2019, at 12:10 p.m., officers responded to the 4100 block of 236th Street SW for a vehicle prowl. Several items were stolen overnight. No suspects or leads at this time.

• On August 20, 2019, at 1:39 a.m. a Mountlake Terrace officer attempted to stop a vehicle and driver who was known to the officer. The driver had multiple felony warrants and is known to
run from the police. The officer had his emergency lights and siren on however the suspect did not stop. The suspect exited the freeway at 175th Street but due to its speed ended up crashing. The driver fled on foot. With the assistance of other agencies and K9, the suspect was captured.

- On August 20, 2019, officers were dispatched to the 24200 block of 54th Avenue W for a possible DUI. Officers responded to that area and located the suspect vehicle. The vehicle was stopped and probable cause was developed to arrest the driver for DUI.

- There were seven verbal domestic reports and three warrant arrests this past week.

**WEEKLY INVESTIGATIONS UPDATE**

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**Significant Cases**

- Detective Hatchel booked an additional suspect in the string of storage unit burglaries.
- Detectives responded to the drowning at Lake Ballinger on August 20, 2019 and assisted with the investigation.
- Detective Cronk booked an assault/eluding suspect.

**COMMUNITY OUTREACH & DIRECTED ENFORCEMENT**

- The week of August 7 - 13, 2019 was active with officers making several contacts with the community. Officers continue to conduct 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.
- Officers visited a neighborhood having a block party on August 10.
**CODE ENFORCEMENT PROPERTY OF THE WEEK**

On August 16, 2019 at approximately 8:20 a.m., Code Enforcement was enforcing the ADA parking in a local apartment complex, located near the 4700 block of 212th Street SW. Code Enforcement observed multiple vehicles not displaying a proper ADA placard and or an ADA license plate. Code Enforcement found these vehicles to be in violation of 10.10.060 - (No person shall stop, stand or park a vehicle in a parking space provided and legally marked for disabled persons on private property without charge, or public property, reserved for physically disabled persons without clearly displaying a special license plate, or government issued placard or decal).

If a person is cited with a violation, the person will not be determined to have committed an infraction if the person produces to the Hearing Examiner either prior to or at the contested hearing the placard or special license plate. Code Enforcement will continue to monitor the ADA parking throughout the city.

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**OTHER ITEMS OF INTEREST**

The week of August 14 – 20, 2019 was active with officers making several contacts with the community. Officers continue to 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. Below are some highlights of the community contacts that have been made to include contacts with homeless subjects and homeless camps.

- Officers attended a block party in the 23100 block of 59th Avenue W
- The crew visited block watch parties at 231st and 59th, 226th and 48th, and 226th and 60th.
- There were 13 community oriented police contacts this past week.
NEWS RELEASES
News releases can be found on the city’s webpage.

UPCOMING MEETINGS AND EVENTS
- August 26, 6:00 p.m., City Council Town Center Walking Tour, MLT Library
- August 29, 3:00 p.m., City Council Update and Tour of Ballinger Park
- September 11, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 14, 9 a.m., National Day of Service, Recreation Pavilion
- September 20, 7:00 p.m., Arts of the Terrace Juried Art Show, Library
- September 25, 6:30 p.m. Evergreen Award Program, Ballinger Clubhouse
- October 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 13, 6:00 p.m., Coffee with the City, Recreation Pavilion
- December 6, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 11, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace