

CITY MANAGER'S WEEKLY UPDATE

June 19, 2020

CITY COUNCIL MEETINGS

In order to further support social distancing and limitations on public gatherings, Governor Inslee issued [Proclamation 20-28.4](#) to temporarily address requirements of the state's Open Public Meetings Act (OPMA) that require a physical location for the public to observe government meetings. As a result, City Council meetings are required to be held over the telephone or internet and the public must be able to hear the meeting live via telephone.

The City Council's next work/study session is on **Thursday, July 2, 2020 beginning at 7:00 p.m. via telephone and internet**. A telephone number will be available prior to the meeting time or download the Zoom app on your mobile device and use the Meeting ID. A link to the meeting recording will be uploaded to the City's [Facebook page](#) (City of Mountlake Terrace Government) and [Twitter account](#) (City of MLT) following the meeting. Public comment will be accepted via email for this meeting. Check www.cityofmlt.com/129 for more information and the city's social media pages.

CITY CLERK AND COMMUNITY RELATIONS

- **Open Public Meetings Act:** This week, the Governor extended [Proclamation 20-28.4](#) to temporarily address requirements of the state's Open Public Meetings Act (OPMA) that require a physical location for the public to observe government meetings until July 1 (pending additional extensions). Although the City Council's next meeting is scheduled for July 2 (the day after the Proclamation is set to expire), the city will continue to hold this meeting remotely while Snohomish County remains in Phase 2.
- **Snohomish County Historic Preservation Grant:** The city was notified that its grant application for historical displays at the Civic Campus Project was not selected for funding. The process was delayed due to COVID-19 and the County received over \$240,000 in requests with only \$100,000 available in awards.
- **CARES Act Funding:** At the June 15 meeting, the City Council provided direction on the use of city CARES Act funds to include the programs of community safety, assistance, and economy as outlined by the Council on June 11. There will be an update on the CARES Act funds at the July 2 meeting.
- **COVID-19 Webpage:** Visit www.cityofmlt.com/2060 to find coronavirus information regarding City News and Information, Community Resources, Support for Businesses, and Facility Closures. There is a link to this webpage at the top of the city's website.

- **Public Access to City Facilities:** During Governor Inslee's "Stay Home, Stay Healthy" order, Interim City Hall, the Police Station and the Public Works Shop are closed to the public. The city will continue to process building and development permits, inspect essential construction activities, provide police services and maintain grounds and infrastructure.

At this time the Recreation Pavilion is closed to the public with the exception of the city's childcare programs. Playground facilities are closed. Park trails, the boat launch, and fishing pier are open, subject to gathering and social distancing requirements.

Here are some helpful phone numbers and emails should you need assistance:

City Phone Numbers:

Building Permits:	425-744-6267
City Hall – General:	425-776-1161
Code Enforcement:	425-744-6254
Non-Emergency Police/Fire:	425-407-3999 (Call 9-1-1 if emergency)
Recreation Pavilion:	425-776-9173
Traffic Tickets/Violations:	425-744-6228
Utility Billing:	425-744-6214

City Emails:

City Hall General:	cityhall@ci.mlt.wa.us
Code Enforcement:	codeenforcement@ci.mlt.wa.us
Traffic Tickets/Violations:	Violations@ci.mlt.wa.us
Utility Billing:	utilitybilling@ci.mlt.wa.us

Police fines and payments may be placed in the Police Station payment box outside the station or mailed in to 5906 232nd Street SW, Mountlake Terrace, WA 98043. City utility payments may be placed in the drop box outside the Redstone Corporate Center II (Interim City Hall) parking lot or mailed to 6100 219th Street SW, #200, Mountlake Terrace, WA 98043. They may also be paid online and the city's vendor is currently waiving the \$2.00 convenience fee. Visit www.cityofmlt.com/167 to learn more about making utility payments.

- **Meeting and Event Cancellations:** The following meetings and events have been cancelled due to the current public health emergency. Future meetings will be determined at a later date.
 - July 3 Fireworks Event – Cancelled
 - July 24-26 Tour de Terrace – Cancelled
 - August 4 National Night Out Against Crime – Cancelled
 - September 19-October 3 Arts of the Terrace Juried Art Show – Cancelled

COMMUNITY & ECONOMIC DEVELOPMENT

- **Permits and Applications:** Permits and land use applications received in the month of June total 127 to date. Land use applications include:
 - 23606 and 23608 49th Place W "FCAC three-lot short plat:" Pre-application conference for a project proposal to demolish two concrete masonry block homes on two lots, subdivide

the two lots into three, and construct three new single-family residences, infrastructure, and frontage improvements.

- 4615 240th Street SW “Velorum:” Preliminary fee simple subdivision on a .96 acre site on one lot, to be divided into 10 cottage homes with 5,802 sq. ft. of open space.
- 5602 238th Street SW “Gustavson Townhomes:” Preliminary fee simple six-lot subdivision of a single 7,740 sq. ft. lot for the development of townhomes.

Permits issued to date in June total 107 including the “Church Property” subdivision in the 3700 block of 214th Street SW. The permit includes the construction of infrastructure for a 16 lot subdivision including curb, gutter, sidewalk, roadway, retaining walls and detention vault.

- **Flood Hazard Regulations:** At its June 1 meeting the City Council was briefed on proposed updates to the city’s flood hazard regulations, with final adoption on June 8. The updated regulations and the current Flood Insurance Rate Maps (FIRMs) issued by the Federal Emergency Management Agency (FEMA) must be in place by June 19, 2020 in order for the community to be eligible for FEMA’s Flood Insurance Program.

For more information on the floodplain regulations update, contact Senior Planner Edith Duttlinger at (425) 744-6279 or eduttlinger@ci.mtl.wa.us.

- **Phase 2 Construction Update:** During the implementation of the Phase 2 Construction Restart, all permit applications will be accepted at this time. Permit applications are located on specific pages of the City of Mountlake Terrace website: www.cityofmlt.com. Please be aware that compliance to COVID-19 mandates has created longer processing times for permits. Submission of permits will be handled in the following manner:

City Website Portal	Mail/Drop-off*	Appointment Required with Permit Specialist
<ul style="list-style-type: none"> ● Single Family <ul style="list-style-type: none"> ○ Mechanical ○ Electrical ○ Plumbing ○ Roof ○ Sewer Repair 	<ul style="list-style-type: none"> ● Fence ● Shed ● Driveway ● Violation/Investigation ● Water Meter ● Sewer ● Utility and Communication Companies 	<ul style="list-style-type: none"> ● Land Use ● Civil ● Commercial/Multi-family Building ● Deck ● Single Family Building Addition or Remodel

*A Permit Specialist will contact the applicant with confirmation the application has been received and information on the fees due to begin processing the application.

Implementation of Phase 2 Construction Restart allows for scheduling of inspections. A project must have any issued permits available onsite, require workers to be six feet apart, and have a developed exposure control, mitigation and recovery plan.

There are three ways to schedule or request an inspection:

- [Online Form](#)

- [Permit Portal](#)
- Call the Inspection Request Line at (425) 755-9694. Please have your permit number and address ready.

Inspections requested before 3:00 p.m. will be scheduled for the following regular business day. Electrical inspections take place Tuesday, Wednesday and Thursday only.

**Washington State Department of Labor & Industries will enforce requirements for contractors to comply with comprehensive COVID-19 exposure control, mitigation, recovery plans and safety practices.*

- **Civic Campus Update:** Construction continues on City Hall, Police Station addition, and Town Center Plaza/Park.

*South Side of City Hall
(Right)*



Lobby (Below)



FINANCE

- **Relief Due to COVID-19 Emergency:** Effective March 19, there will be no water utility service shutoff to customers for failure to pay during the COVID-19 emergency. *The action is*

in effect through July 28, 2020 and may be extended based on the continuance of the Governor's "Stay Home, Stay Healthy" order. No late fees or penalties will apply during this time.

The service fee charged by the vendor for online utility payments has also been suspended for those choosing to pay online.

The city recognizes that COVID-19 is a threat to the health of the community, and the ability to frequently wash our hands is paramount in the fight to curb the spread of the virus. As called for by the state and Snohomish Health District, this step will enable the community to ensure proper cleaning measures. We encourage customers to continue to make their payments or to contact Utility Billing at 425-744-6214 or utilitybilling@ci.mlt.wa.us to make payment arrangements if they are unable to pay at this time.

PUBLIC WORKS ENGINEERING & OPERATIONS

- **Transportation Plan Update Online Survey:** The City of Mountlake Terrace is updating its Transportation Master Plan (TMP). Residents are encouraged to take an online survey to provide feedback on the city's transportation and traffic conditions. Click [here](#) to take the survey. The deadline to complete the survey is July 31, 2020.

The primary purpose of this effort is to update the original plan to more accurately address the changing conditions Mountlake Terrace will experience with the introduction of light rail to the city, development of the Town Center, and overall growth the community will experience in upcoming years.

The current [Mountlake Terrace Transportation Master Plan \(TMP\)](#) was approved in November 2007. The update is necessary to reflect Mountlake Terrace's current needs and vision for its transportation system to accommodate future demand for improved, safe and efficient travel throughout the city. The TMP update will also meet requirements under the Washington State Growth Management Act Chapter 36.70A.RCW and be consistent with the Puget Sound Regional Council Transportation 2040 plan.

The TMP update will focus on defining transportation deficiencies and identify potential improvements that address transportation safety, connectivity, operation, and capacity needs to improve the transportation system throughout the city. The TMP update will also address ongoing programs for preserving and maintaining the existing transportation infrastructure.

- **Final Main Street Paving & Traffic Signal Activations:** Main Street paving is complete and the new traffic signal system at the 236th/56th intersection is activated. Pavement markings were installed and the traffic signal at Van Ry Blvd was activated. Minor construction activities, including final private property restorations, will continue in the coming weeks.

RECREATION, PARKS & PROPERTY MANAGEMENT

- **Aquatics:** The Washington Recreation & Parks Association's (WRPA) Aquatic Network Subcommittee is continuing to work with the Washington State Department of Health (DoH)

on reopening aquatic programs, and have submitted a plan of guidelines concerning safely training lifeguards.

This committee is made up of aquatics professionals from throughout the state, including those from Mountlake Terrace.

City staff have also been working with WRPA and the subcommittee from the Aquatic Network on an Aquatic Conference in September that has been switched to an online format due to the COVID-19 pandemic.

- **Summer Camp:** Youth summer camp will begin on Monday, June 29. There is still space available. Children will do crafts and play games while practicing social distancing. For more information or to register, email rnorton@ci.mt.wa.us.

- **Ballinger Restrooms:** Parks and Facilities staff are preparing for the installation of new restrooms at the Ballinger Park Boat Launch. Temporary electrical connections were scheduled for this week and demolition will begin in the next few weeks. There is a portable restroom at the park in the interim.



- **Evergreen Playfield #1:** The new LED light system is being installed at the field. The new lights will light the field once construction of turf is complete. More information about this project is [available online](#).

POLICE DEPARTMENT

MONTHLY ACTIVITY								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
YTD	676	437	143	70	13	39	20	40

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

Weekly Patrol Synopsis

- There were three reported verbal domestic arguments this week.
- During the week of this report there were several vehicle prowls. **Please remember to remove valuables from your vehicle to diminish the chance of damage and theft of items.**
- There were two Employment Security Frauds reported this week.

- On June 10, officers assisted the Anchorage Police Department by showing a photo montage to a local victim of a crime that occurred in Alaska.
- On June 10, officers responded to an adult family home at the 22800 block of 66th Avenue W for a death investigation. An elderly female passed away from natural causes.
- On June 10, officers responded to the 23300 block of Cedar Way to assist fire with a subject who was not breathing and non-responsive. Officers assisted until the subject was taken to the hospital.
- On June 11, an officer heard multiple gunshots in the area of the 4300 block of 212th. The officer then saw a male subject with a handgun in his waistband walking in the area. The subject was detained for questioning. The subject stated that he was out for a walk when he saw a suspicious vehicle in the area circling a gas station. He then stated the vehicle rolled their window down. This frightened the subject and he believed they were "looters or rioters" so he fired several shots up into the air to scare them off.

Officers were later dispatched to the residence of the same subject for a report of a domestic disturbance. During this investigation officers learned that the subject's previous story was a lie. The subject was actually in a verbal argument with his girlfriend. During the argument the subject went outside and fired several rounds in the air due to his frustration. The subject was placed under arrest and booked into jail for making false and misleading statements to the police and unlawful discharge of a firearm in city limits.

- On June 11, officers assisted Brier Police with an officer-involved collision.
- On June 13, officers were dispatched to the 21300 block of 50th Avenue W for a verbal domestic. Upon arrival officers contacted a 23-year-old male outside of the residence known to officers. The male told the officers that he was arguing with his father and out of anger he smashed out a window in his father's home. The male was arrested for Domestic Violence Malicious Mischief and for two outstanding warrants.
- On June 14, officers were dispatched to the 22000 block of 66th Avenue W for a male slumped over behind the steering wheel of a running vehicle. After contacting the driver, officers developed probable cause for arresting the driver for physical control of a vehicle while under the influence.
- On June 15, officers responded to the Safeway in the 21200 block of 44th Avenue W for a disturbance. It was reported that a subject was yelling and had a gun. Upon arrival officers saw one male pointing a firearm at another male. Both subjects were peacefully detained. Officers learned that one of the male subjects was in the store causing a disturbance and breaking items. That male, the suspect, was asked to leave by store management and refused. A customer, the other male, helped get the suspect from the store. At one point the customer felt threatened by the suspect and drew a firearm and held the suspect until law enforcement arrived. The suspect was arrested and booked for several charges. Officers spoke with the customer about the proper handling of the incident to avoid having to draw a firearm.

Weekly Investigations Update

Cases Assigned

- 20-6922 Vehicle Theft
- 20-6903 Vehicle Prowl
- 20-6032 Vehicle Prowl
- 20-7040 Burglary
- 20-6551 Assault 2
- 20-6823 Vehicle Theft

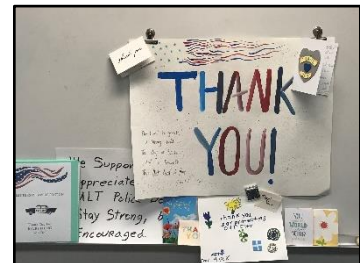
Cases Cleared

- 20-6115 Burglary
- 20-6479 Kidnapping

Community Outreach & Directed Enforcement

Due to the COVID-19 Pandemic, officers are practicing social distancing. Community outreach has been limited and officers are working to protect the community and themselves from the virus. Officers are still responding to all dispatched calls and taking care of residents in need.

- Lots of positive interaction with a broad variety of people expressing their support for the community and officers.
- Officer Shin gave a resident a ride to the hospital after their father was transported there.
- Officer Rodgers spoke with an employee of Studio 6 regarding a recent shooting in the area and crime in general.
- Officers provided security for the Snohomish County 911 Dispatch Center in Mountlake Terrace during their shift changes at their request.
- Sgt. Moss contacted cannabis businesses and discussed recent armed robberies of marijuana shops throughout Snohomish County.
- Sgt. Moss checked in with the manager of a business in the 21700 block of 66th Avenue W. Sgt. Moss had information of the business possibly being burglarized in the future by a known local subject. Sgt. Moss advised the manager to speak with employees about security measures.
- Officer Krahn had several community contacts referencing protests.
- Officer Krahn performed some community-oriented policing at Ballinger Lake.
- Officer Elrod performed a community contact with an elderly female.
- Over the past few days many residents have stopped by or called the Police Station to show their support of the community, dropping off treats, produce, flowers and signs of support.



Code Enforcement Property of the Week

On June 3, Code Enforcement responded to a parking complaint involving a maroon Honda Accord with an expired license being stored on a public street near the 4800 block of 216th Street SW. Code Enforcement verified the complaint, chalked the rear driver's side tire and issued a correction notice in accordance with 10.10.190 (Storing vehicle on public street in excess of 72 consecutive hours) and 10.10.230 (Abandoned inoperable vehicles having; expired license exceeding 30 days expired). On June 9, Code Enforcement returned to the location and noted the correction notice and chalk mark were still intact. No changes had been made to vehicle. Towing was dispatched, and the vehicle was impounded.



NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- June 23-26, AWC Annual Conference, **Cancelled** (Virtual Event)
- July 8, 6:00 p.m., Coffee with the City, Recreation Pavilion (To Be Determined)
- July 16, 5:30 p.m., Snohomish County Cities Meeting
- July 24, 25, 26, Tour de Terrace, Evergreen Playfield, **Cancelled**
- August 4, 6:00 - 9:00 p.m., National Night Out, Evergreen Playfield, **Cancelled**
- August 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 17, 5:30 p.m., Snohomish County Cities Meeting
- September 18, 7:00 p.m., Arts of the Terrace Awards Reception, MLT Library, **Cancelled**
- October 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 19, 5:30 p.m., Snohomish County Cities Meeting
- December 4, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace