

## **CITY MANAGER'S WEEKLY UPDATE**

### **August 14, 2020**

#### **CITY COUNCIL MEETINGS**

In order to further support social distancing and limitations on public gatherings, Governor Inslee issued [Proclamation 20-28](#) 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. This proclamation continues to be extended during the pandemic, and 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 regular meeting is on **Monday, August 17, 2020 beginning at 7:00 p.m. via telephone and internet.** The City Council agenda includes: (1) Roll Call and Verification Each Remote Councilmember Can Hear All Other Councilmembers; (2) Update from Snohomish Health District; (3) Approval of Maintenance & Operation Agreement with WSDOT for 236<sup>th</sup> Street SW & Van Ry Boulevard Signal; (4) Approval of Interlocal Agreement with Snohomish Health District for Per Capita Contribution for Health District Services; (5) Approval of Civic Campus Construction Project Contingency; (6) Adoption of Resolution Ratifying Program to Allow Certain Temporary Outdoor Uses in Public Right-of-Way and Private Off-Street Parking Area for Businesses to Expand Capacity for Outdoor Seating; and (7) Appointment of City Council Subcommittee to Interview for Diversity, Equity and Inclusion Commission.

The City Council's next work/study session is on **Thursday, September 3, 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](http://www.cityofmlt.com/129) for more information and the city's social media pages.

#### **CITY CLERK AND COMMUNITY RELATIONS**

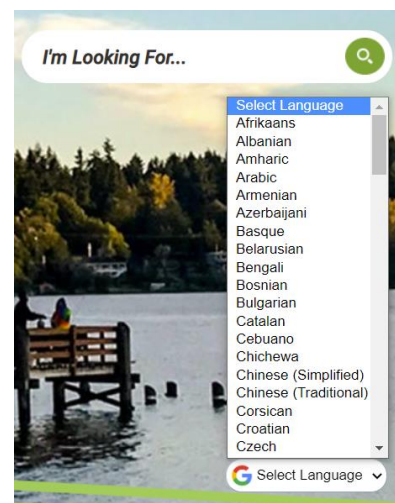
- **Diversity, Equity and Inclusion Commission:** Last week the city issued a news release to advertise the recruitment for residents interested in serving on the new Diversity, Equity and Inclusion Commission. The City Clerk sent the application to the list of interested parties and there is already a large pool of candidates. The city will likely conduct remote interviews via Zoom between August 29 and September 4. Links to the application can be found on a new webpage located at [www.cityofmlt.com/2084](http://www.cityofmlt.com/2084). Interested volunteers can also apply online [here](#) or contact the City Clerk at (425) 744-6206 or [cityhall@ci.mlt.wa.us](mailto:cityhall@ci.mlt.wa.us) to have an application sent to them. **Applications must be received by 4:00 p.m. on Monday, August 24, 2020.**

Appointment of Commission members is anticipated at a City Council meeting in September. For more information, see the [news release](#).

- **Mask Mailing:** Over 400 additional masks have been distributed following the citywide mailing that occurred at the beginning of August. In total, the city has distributed well over 24,000 masks to the community of 21,650 residents. City staff have been packaging additional masks requested in door hanger bags and delivering with hand sanitizer to individual residences and small businesses. The feedback from the community continues to be extremely positive and appreciative.
- **“Virtual” Coffee with the City:** Coffee with the City returned Wednesday, August 12 with a nice turnout and great discussion about a number of topics. This month the City Manager was joined by Police Chief Caw, Commander Lowe and the City Clerk/Community Relations Director. We are enjoying the new remote format that allows people to attend without having to drive or get childcare and seems to be much more inclusive. Next month’s Virtual Coffee with the City will be on Wednesday, September 9 at 6:00 p.m.
- **Pop Up Food Pantry:** The Pop Up Food Pantry on August 7 in partnership with Volunteers of America of Western Washington (VOAWW) and other community partners was a huge success. The Pop Up Food Pantry volunteers distributed 428 boxes of food and served 419 individuals as well as almost 700 masks and 176 small bottles of hand sanitizer!

Partners on this effort include the City, Concern for Neighbors Food Bank, Cedarwood International Food Bank, Edmonds College Food Pantry, Farmer Frog, EastWest Food Rescue, Kindness Rocks MLT, Mountlake Terrace Community Foundation, Mountlake Terrace Senior Center/Creekside Church and South County Fire.

- **City Website Available in Multiple Languages:** Did you know the Google translate widget is located on every one of the city’s webpages? This convenient tool that says “Select Language” is located on the right side of each page and allows the website to be translated into 108 different languages! To help make the community aware of this tool, there will be an article included in the October newsletter to draw attention to it. This translation tool is one way to help keep our community informed. Try it out and see how it works!
- **CARES Act Funding – Community Assistance:** In follow up to recent City Council discussions and the Request For Proposals seeking nonprofits to partner with the city for community assistance, the city is working on contracts with nonprofits. Once these contracts are finalized, the city will advertise so residents who have been impacted by COVID-19 can apply for assistance for unpaid bills such as child care and utilities and get food delivered. Stay tuned for more announcements. In the meantime, updates have been made to the utility billing webpage at [www.cityofmlt.com/162](http://www.cityofmlt.com/162) including a flyer with



resources for those having trouble paying utility bills due to COVID-19. The flyer will be updated once we have contracts in place.

- **Zoom Council Meetings Added to Website:** The Zoom videos of City Council meetings held remotely now have a new home on the City Council's meeting page at [www.cityofmlt.com/129](http://www.cityofmlt.com/129). Scroll to the bottom of the page to find the links.
- **COVID-19 Webpage:** Visit [www.cityofmlt.com/2060](http://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 with summer camps that began on June 29. Athletic fields are also open for small group training of five or less. Park trails, the boat launch, fishing pier, off leash dog park, tennis courts and basketball court 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:	<a href="mailto:cityhall@ci.mlt.wa.us">cityhall@ci.mlt.wa.us</a>
Code Enforcement:	<a href="mailto:codeenforcement@ci.mlt.wa.us">codeenforcement@ci.mlt.wa.us</a>
Traffic Tickets/Violations:	<a href="mailto:Violations@ci.mlt.wa.us">Violations@ci.mlt.wa.us</a>
Utility Billing:	<a href="mailto:utilitybilling@ci.mlt.wa.us">utilitybilling@ci.mlt.wa.us</a>

Police fines and payments may be placed in the Police Station payment box outside the station or mailed in to 5906 232<sup>nd</sup> 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 219<sup>th</sup> 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](http://www.cityofmlt.com/167) to learn more about making utility payments.

- **Meeting and Event Cancellations:** This year’s Arts of the Terrace Juried Art Show (previously scheduled for mid-September to early October 3) has been cancelled due to the current public health emergency. Future meetings will be determined at a later date.

**COMMUNITY & ECONOMIC DEVELOPMENT**

- **Virtual Stormwater Scavenger Hunts:** The city is hosting two free virtual stormwater scavenger hunts (August 29-30 and September 18-19)! These app-based missions will get you and your family outside, and provide a fun way to learn where rain ends up in your neighborhood. The scavenger hunts can be downloaded to your smartphone or tablet, and are also available in written form. Small gift certificates to local businesses will be awarded for the first 30 completed scavenger hunts, and each completed hunt will be eligible to win a LifeStraw® Go water filter bottle (winner randomly selected from all entries). For more details, please contact Laura Reed, Stormwater Program Manager, at [lreed@mltwa.gov](mailto:lreed@mltwa.gov).
- **Development Application Process:** During this stage of the COVID-19 pandemic the city is accepting building and other development applications through a ‘no-contact’ procedure. Permit applications are located on specific pages of the [website](#). 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"> <li>• Single Family               <ul style="list-style-type: none"> <li>○ Mechanical</li> <li>○ Electrical</li> <li>○ Plumbing</li> <li>○ Roof</li> <li>○ Sewer Repair</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Fence</li> <li>• Shed</li> <li>• Driveway</li> <li>• Violation/Investigation</li> <li>• Water Meter</li> <li>• Sewer</li> <li>• Utility and Communication Companies</li> </ul>	<ul style="list-style-type: none"> <li>• Land Use</li> <li>• Civil</li> <li>• Commercial/Multi-family Building</li> <li>• Deck</li> <li>• Single Family Building Addition or Remodel</li> </ul>

\*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.

For inspections, the 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](#), or call the Inspection Request Line at (425) 755-9694. 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.*

## **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 October 15 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.mt.wa.us](mailto:utilitybilling@ci.mt.wa.us) to make payment arrangements if they are unable to pay at this time.

## **RECREATION, PARKS & PROPERTY MANAGEMENT**

- **MLT Announces Fall Child Care Registration:** In partnership with the Edmonds School District, the city has announced plans for child care during the upcoming 2020-2021 school year for families who need child care during the pandemic. The Kids Krew program has transitioned from a before and after school care model to a full-day childcare program. Child care will be offered Monday through Friday, 6:30 a.m. until 6:30 p.m., with a 10-hour per day maximum. Parents will have the opportunity to register their children for as many days as they need care. The fees for the program are \$44 per day for residents of Mountlake Terrace and \$48 per day for non-residents. There is a 5% sibling discount for families that registers more than one child. The Kids Krew program will be operating at the Recreation Pavilion (5303 228<sup>th</sup> Street SW) and Terrace Park Elementary School (5409 228<sup>th</sup> Street SW) which is right next door.

City staff are following all guidelines and recommendations from the Snohomish County Health District, the State Department of Health, and the Centers for Disease Control to keep children and staff safe and healthy. Masks are required for all parents when arriving for pickup, as well as by staff and children ages 5 and up. Additional cleaning and sanitizing will take place throughout the day, and physical distancing will be required.

Registration for Kids Krew will be **online only** and begin at 8:00 a.m. on Monday, August 17. Prior to registering online, parents will need to complete the required paperwork and pay the \$35 registration fee. Paperwork can be found online at <http://mltrec.com/2085/Child-Care> or by emailing [childcare@mltwa.gov](mailto:childcare@mltwa.gov). For more information about the Kids Krew program, contact the Recreation Pavilion at (425) 640-3108 or [childcare@mltwa.gov](mailto:childcare@mltwa.gov).

- **Youth Programs:** This week in Jr. Kids Krew the kids are working on STEM activities, using newspapers to build and make structures. In the Majors camp the kids are creating paper plate dinosaurs and giant bubbles. In the All Stars camp their theme this week is Harry Potter, so

they are making potions and wands. For information about summer camps email [childcare@mltwa.gov](mailto:childcare@mltwa.gov).

- **Dance Programs:** All Dance camps and classes are cancelled for the summer. We hope to implement virtual dance instruction for the upcoming fall season. Stay tuned for more information on what will be offered.
- **Fitness Programs:** Gentle Yoga and Morning Pilates were the only two weekly classes that ran this summer. Originally they were meeting within the CDC guidelines of minimal capacity, masks and social distancing indoors. Those classes will be held outside on the patio to finish out the season due to new guidelines requiring more space than we can provide indoors. If you would like to pay a drop-in fee and join, please contact Chloe Davenport (425) 640-3107 or [cdavenport@ci.mlt.wa.us](mailto:cdavenport@ci.mlt.wa.us). The last day for Morning Pilates is August 19, 6:00-7:00 a.m. Gentle Yoga will happen on August 19 and August 26 from 7:00-8:15 p.m.
- **Personal Training:** Guided by a licensed physical therapist, Christie Oliver's, one-on-one personal training is still an indoor option for your fitness needs. For more information or to make an appointment contact Chloe Davenport at (425) 640-3107 or [cavenport@ci.mlt.wa.us](mailto:cavenport@ci.mlt.wa.us).
- **Aquatics:** Waiting for Phase 3 to be announced, staff continues to work on reopening plans.
- **Evergreen Playfield Project:** The Evergreen Playfield complex E-1 Turf renovation project is continuing. Park staff removed the last of the old light poles from the site and are starting site prep for the project with the intent of construction this fall.
- **Eagle Project Postponed:** Eagle Candidate Nathan Hjellen was scheduled to complete his Eagle project in April and postponed until July. Nathan has been preparing to install a swing set as well as play area borders at Bicentennial Park. Nathan has received an extension from the Mount Baker Council of the BSA due to complications from the Coronavirus. Nathan intended to reschedule and complete the installation at the end of July. He is now hoping to do the installation at the end of August or September while following all COVID-19 safety guidelines.
- **New Eagle Projects:** Park staff have been contacted by two Eagle Candidates interested in completing a project in Mountlake Terrace once safety guidelines allow. Hayden Mikulecky from troop 102 is hoping to choose a project to complete by next summer. Staff has also been contacted by Rosella Gehr from the Chief Seattle District who is looking for a project in the Lake Ballinger area. Staff will be working with both candidates to assist in project selection and completion.
- **Sno-Isle Library Scavenger Hunt:** The Mountlake Terrace Library scavenger hunt is still in progress. Twelve pictures of smiling suns are hidden in the community including in local business windows and in Mountlake Terrace parks. Each sun has a number and word on it that will reveal a secret message. For more information you can visit the [Sno-Isle website](#).

**POLICE DEPARTMENT**

MONTHLY ACTIVITY*								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
<b>July*</b>	193	22	23	12	1	4	8	18
<b>YTD</b>	1,341	560	203	101	18	57	36	103

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

**Weekly Patrol Synopsis**

- There were six reported verbal domestic arguments this week.
- There were two residential burglaries this week: 21200 block of 44<sup>th</sup> Avenue W and 5700 block of 230<sup>th</sup> Street SW.
- There were five vehicle thefts this week: 4300 block of 212<sup>th</sup>, 2300 block of 236<sup>th</sup>, 21500 block of 58<sup>th</sup>, 4700 block of 216<sup>th</sup>, and 5900 block of 212<sup>th</sup>.
- On August 5, Officer Froisland assisted the Regional County Task Force with a drug search at a residence in Marysville.
- On August 5, officers responded to the 5900 block of 212<sup>th</sup> Street SW for a report of a vehicle prowl. Several items were stolen from the victim's vehicle including an iPhone, vacuum cleaner and sunglasses. There are no suspects or leads at this time.
- On August 5, a victim reported that a former employee of his might have been using a cooperate credit card without authorization. The card had been used in Las Vegas for several weeks. Investigation is ongoing.
- On August 5, officers responded to Cedar Way Elementary School for a malicious mischief report. An unknown person had been shooting at windows with a BB gun. There are no suspects or leads at this time.
- On August 5, officers responded to the 5800 block of 223<sup>rd</sup> Place for a civil complaint. The caller reported that his adult daughter and house guest were acting out and destroying his property. Officers contacted the suspect who appeared to be intoxicated. Probable cause was developed for DV Malicious Mischief. The suspect was booked into jail.
- On August 5, officers were dispatched to the 23400 block of 56<sup>th</sup> Avenue W for a report of a subject lighting trees on fire with a blow torch. Officers arrived and witnessed the subject with a blow torch and a machete. He was quickly taken into custody without incident. The fire had fully engulfed a tree and was threatening a home and telephone. The fire department responded and put out the fire. The suspect was booked into jail for arson.
- On August 7, officers responded to the 5900 block of 228<sup>th</sup> Street SW for a death investigation. The decedent appeared to have died from natural causes.

- On August 7, officers responded to a robbery at a convenience store located at the 4800 block of 212<sup>th</sup>. Upon arrival officers learned that the suspect attempted to make a purchase, but his credit card was declined. This angered the suspect who then punched the clerk two times and fled the store. Investigation is ongoing.
- On August 8, officers responded to the 21200 block of 60<sup>th</sup> Avenue W for a collision where the driver fled. Upon arrival officers located the driver and passenger nearby. Both subjects were juveniles and showed signs of intoxication. The driver was arrested for DUI and the uncooperative passenger was released to parents.
- On August 8, a theft was reported at the 22800 block of 60<sup>th</sup> Avenue W. Two tires were stolen off of the victim's vehicle and the vehicle was placed on blocks. There are no suspects or leads at this time.
- On August 9, officers responded to a possible burglary at the 4700 block of 216<sup>th</sup>. An unknown subject entered the victim's home, used the bathroom and left. The suspect was contacted and booked into jail.
- On August 10, officers responded to the 5300 block of 212<sup>th</sup> Street SW for a report of a physical domestic incident. The victim stated that she was in an argument with her boyfriend but could not remember what the argument was about. The victim then stated that her boyfriend grabbed her from behind, choked her and threw her to the ground. The victim had injuries consistent with this type of an assault. The suspect was located walking a few blocks away. He was taken into custody and booked into jail for felony assault.
- On August 10, a package was stolen from a porch in the 21500 block of 54<sup>th</sup> Place W. The suspect was caught on video. Investigation is ongoing.
- On August 10, officers responded to a suicide attempt. Upon arrival officers learned that the subject was in a locked shed and noticed a large amount of smoke billowing from within. Officers forced entry and with the assistance of the fire department removed the subject. The subject had attempted to light the shed on fire while inside. The subject was transported to the hospital for an evaluation.
- On August 11, it was reported that two subjects were smashing windows out of several vehicles along 56<sup>th</sup> Avenue W. Investigation is ongoing.



**Weekly Investigations Update**

- Cases Assigned
  - 20-9428 Death Inv.
  - 20-9218 CPS
  - 20-9112 Death Inv.
  - 20-9424 Robbery
  - 20-9415 Burglary
  - 20-9272 Vehicle Recovery
  - 20-9268 Rape
  - 20-6790 Theft
  - 20-9406 Vehicle Theft
  - 20-9436 Burglary
  - 20-9157 Missing Person
  - 20-9201 Vehicle Prowl
  - 20-9554 Theft
- Cases Cleared
  - 20-9201 Theft
  - 20-9157 ATL Missing
  - 20-9436 Burglary
  - 20-9554 Theft
  - 20-9424 Robbery
  - 20-9415 Robbery
  - 20-9112 Death
  - 20-9218 CPS

**Community Outreach & Directed Enforcement**

- Officer O'Hagan helped a lost child find her mother.
- Sergeant Pickard met with a Parks employee about the condition of Veterans Park and steps the two could take to address community concerns regarding garbage and needles found in the park. They spoke to two homeless subjects regarding the garbage and needles, and offered outreach assistance.
- Sergeant Pickard spoke to two additional homeless subjects regarding their belongings and keeping areas clear.
- Officer Froisland and Jax played with neighbors while on a residential K-9 check.

**Code Enforcement Property of the Week**

Code Enforcement observed a green Toyota Prius having an expired license and appearing to be stored on public right-of-way located near the 24300 block of 57<sup>th</sup> Avenue W. Code Enforcement issued a correction notice in accordance with MTMC 10.10.190 (Storing vehicle on public street in excess of 72 consecutive hours prohibited) and 10.10.230 (Abandoned vehicle having; an expired license exceeding 30 days expired).

On August 5, Code Enforcement returned to the location and noted no changes had been made to the vehicle. Towing was dispatched and the vehicle was impounded and towed.



### **Significant Cases**

- Detective Hatchel is working a series of rapes with multiple victims that occurred roughly 10 years ago. A suspect has been identified.
- Detective Cronk is still working with area police agencies on a robbery of a business in Mountlake Terrace.
- Detective Zuniga attended the monthly Internet Crimes Against Children meeting.
- Detective Cronk attended Rifle Instructor School.

### **NEWS RELEASES**

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

### **UPCOMING MEETINGS AND EVENTS**

- September 9, 6:00 p.m., Virtual Coffee with the City, Zoom Meeting ID and Password TBD
- September 17, 5:30 p.m., Snohomish County Cities Meeting, TBD
- 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