

CITY MANAGER'S WEEKLY UPDATE

September 18, 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, September 21, 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) Presentation of Tree City USA Award; (3) Presentation of Association of Washington Cities (AWC) WellCity Award; (4) Arbor Day Proclamation; (5) Adoption of Pet Licensing Fees Resolution; (6) Adoption of Pet Licensing Code Amendment Ordinance; (7) Approval of Local Agency Agreement for Grant on Main Street Phase II Design; (8) Approval of Funding for 216th Street SW and 48th Avenue W Safe Routes to School Project; (9) Public Hearing and Adoption of ADA Self-Assessment and Transition Plan; (10) Public Hearing and Adoption of Creekside Meadows PUD/Plat and Rezone Ordinance; (11) Appointment of Diversity, Equity and Inclusion Commission Members; and (12) Discussion of City Manager Annual Evaluation.

The City Council's next work/study session is on **Thursday, October 1, 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

- **CARES Act Funding Grants to Help Residents with Unpaid Bills:** Mountlake Terrace residents who have been financially impacted by COVID-19 may apply for help with basic needs such as utility bills, food delivery, childcare, car repairs, etc. The maximum amount of funding available for each household is \$500. The city is partnering with local nonprofits to help administer this program and will be reimbursed with funding from the federal CARES (Coronavirus Aid, Relief and Economic Security) Fund. Our community partners include Washington Kids in Transition and Foundation for Edmonds School District who are taking the lead to help those households with school-age children, as well as Calvary Fellowship and

Mountlake Terrace Community Foundation that will help those without children in the district. Assistance is also available for those needing food delivery from food banks and the school district's meal programs. Residents were sent a postcard last Friday with information about the program in both English and Spanish. Businesses and non-profits are not eligible for this round of funding but should check the city's website for other grant information. Program updates will be posted at www.cityofmlt.com/2060, "City of Mountlake Terrace Government" on Facebook, and "CityofMLT" on Twitter.

- **Mountlake Terrace Resident Featured by Seattle Seahawks:** The Seahawks special featuring our city's long-time resident, Mickey Schwald, will be aired at an upcoming date. The footage was taken at the September 13 game but it was not shown live. Mickey is widely known on social media as "Da Mama (of Mountlake Terrace)" and was nominated by RPAC member Noah Knodle to be in a feature called "Gameday in the Life of Mickey Schwald."
- **2020 Census Deadline is September 30:** If your household has not yet completed the 2020 census, there's still time to do so! Please visit 2020census.gov to learn how you can report online. The census determines federal funding for the community, such as Medicaid, roads and schools, school lunches, Head Start Program, and many other programs so your participation is really helpful for our community.
- **Diversity, Equity and Inclusion Commission:** Following interviews with the City Council Subcommittee, the full City Council discussed the recommendation of the subcommittee at their September 17 work/study session, with formal appointment scheduled for the September 21 regular meeting, which begins at 7:00 p.m. Thank you to all of the residents who applied. We hope you and the rest of the community will stay apprised of upcoming meetings and events.
- **Diversity, Equity and Inclusion Training:** Several Councilmembers and members of the city's Executive Leadership Team attended the following webinar series: REAL 101 and 102: Advancing racial equity in local government. These trainings were hosted by the Association of Washington Cities (AWC).

Also as noted in the Police Department training update, a majority of the Police Department staff took a four hour webinar called "Foundations of Implicit Bias" this week. Additionally Sergeant King attended two webinar trainings, "Multiculturalism & Policing: Understanding the Fragile Relationship with Communities of Color" and "Understanding Implicit & Explicit Bias." Also, the City Clerk and Executive Assistant in the City Manager's Office participated in a webinar titled, "Orchestrating Diverse Perspectives Using Dr. Edward De Bono's Six Thinking Hats" offered by the International Institute of Municipal Clerks.

The city is taking advantage of these learning opportunities as part of our continuing education and there are now more training opportunities being offered on these topics to local government agencies.

- **Virtual Stormwater Scavenger Hunt Continues:** The city is hosting a free [stormwater scavenger hunt](#) for kids between August 29-September 28, 2020! Hunting down watery places,

getting answers and taking photos will get you and your family outside and provide a unique way to learn where rain ends up in your neighborhood.

To play, download the free Goose Chase App on your smartphone or tablet. The scavenger hunt went live on August 29 and is currently featured on the city's homepage. Choose to play as a guest, or register and create an account. Once in the app, search for MLT Stormwater Scavenger Hunt. [Download or print](#) the scavenger hunt or email lreed@mltwa.gov.

\$5 gift certificates from Snohomish Pie Company will be awarded to the first 40 completed scavenger hunts, and everyone who participates will be eligible to win a LifeStraw® Go water filter bottle (grand prize winner to be randomly selected from all completed entries.) Questions? Contact Laura Reed, Stormwater Program Manager, at lreed@mltwa.gov.

- **Zoom Council Meetings Added to Website:** The Zoom videos of City Council meetings held remotely are available on the City Council's meeting page at www.cityofmlt.com/129. Scroll to the bottom of the page to find the links.
- **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 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:	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:** 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.

COMMUNITY & ECONOMIC DEVELOPMENT

- **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"> • 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.

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.*

PUBLIC WORKS ENGINEERING & OPERATIONS

- **Road Closure for Culvert Replacement:** A full closure of 214th Street SW, immediately east of 38th Place W, is currently in place to allow the contractor of the adjacent development project to install a new culvert underneath 214th Street SW for potential fish passage, as required by the Department of Fish & Wildlife. Detour routes will be signed to direct traffic to 212th Street SW during this closure. Work began last week and will end on September 25 or later change depending on material delivery schedules.

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 to make payment arrangements if they are unable to pay at this time.

RECREATION, PARKS & PROPERTY MANAGEMENT

- **Child Care:** The first two weeks of school are going well, with children gaining more comfort in using laptops provided by the Edmonds School District for online classes while in the city's childcare programs. Jr Kids Krew and Kindergarten Readiness are enjoying the first few days of the new school year. If you are interested in registering your child, email childcare@mltwa.gov.
- **Dance Program:** The Recreation and Parks Department is working towards a live stream studio for fall and winter dance and fitness group classes. With a studio dedicated to live streaming the dance and fitness needs of our community will be met with a clear and professional broadcast. It is our goal to keep the community healthy, active, and connected while we stay home. Our instructors are learning new ways to engage, motivate, and teach remotely. Classes will be prepared with the knowledge that most people will have limited space at home. Instructors will help with ideas for how to make the most out of the space participants have. As this new resource become available specific classes that you can register for, which will be posted on the Recreation & Parks Facebook page and website. For more information, contact Chloe Davenport at (425) 640-3107 or cdavenport@ci.mt.wa.us.
- **Personal Fitness Training:** These personalized sessions are guided by Christie Oliver, a licensed physical therapist. One-on-one personal training is still an ongoing, indoor option for

your fitness needs. Our spaces are large enough to accommodate two people for fitness activities according to the CDC guidelines. For more information or to make an appointment, contact Chloe Davenport at (425) 640-3107 or cavenport@ci.mt.wa.us.

- **Parks Projects:** Parks staff continue to work on the area adjacent to Evergreen Playfield #1. This work will allow for better aesthetics, maintenance and a potential seating area for the new turf field. In addition, more work is being accomplished at the boat launch area in preparation for a new restroom to be delivered in mid-October.

POLICE DEPARTMENT

MONTHLY ACTIVITY*								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
YTD	1,562	645	231	113	19	61	48	115

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

Weekly Patrol Synopsis

- This week included:
 - Six reported verbal domestic arguments;
 - One vehicle theft in the 21500 block of 48th Ave. W.;
 - Seven warrant arrests;
 - One vehicle prowl in the 21700 block of Highway 99
 - One abandoned vehicle in the 23800 block of 60th Ave. W.
- On September 10, officers responded to Ballinger Park for a report of a hit-and-run. It was reported that a driver accidentally drove over the foot of a pedestrian, and left without giving any identification. No suspects or leads at this time. Minor injuries to the victim.
- On September 10, a package was reported as stolen from a porch in the 6100 block of St. Albion Way.
- On September 11, a business located at the 7100 block of 220th St. SW reported that a catalytic converter was stolen from one of their fleet vehicles. There are no suspects or leads at this time.
- On September 12, while on an unrelated call, an officer heard meowing coming from a nearby parking lot. Upon further inspection the officer found a litter of kittens who appeared to be in distress. One of the kittens appeared unconscious and was barely breathing. The officer transported the kittens to a nearby animal medical center and released them to their custody.
- On September 12, a resident reported his sister as a missing person. She has not been seen since August 31. Case is under investigation.

- On September 12, officers responded to the Studio Six Motel for a disturbance. A motel customer was not leaving after her check out time. The hotel management requested that she be removed. Officers removed the subject and issued her a trespass warning.
- On September 12, a resident discovered some items in his back yard, including a laptop computer, knife, a bag of suspected narcotics, clothing and a backpack.
- On September 12, officers responded to the Studio Six Motel for a disorderly subject. Upon arrival officers found an extremely intoxicated male subject who was attempting to open a door to a car that did not belong to him. The intoxicated male went back to his room.
- On September 13, officers responded to the 23300 block of Lakeview Drive for a report of speeding vehicles. Upon arrival an officer heard a vehicle leaving the area at a high rate of speed. The officer also saw residents pointing in the direction of the speeding vehicle. The officer stopped the vehicle and developed probable cause to arrest the driver for DUI. The driver was booked into Snohomish County Jail.
- On September 13, officers responded to the 23200 block of 47th Ave. W. for a report of a physical domestic dispute. Upon arrival officers contacted the victim who stated that he was assaulted by his girlfriend. The victim stated that his girlfriend has mental health issues and was not taking her medicine. The victim had injuries consistent with being assaulted. The suspect was contacted, but had locked herself in their bathroom. During a conversation through the door she admitted to assaulting the victim. The suspect eventually exited the bathroom and was taken into custody.
- On September 14, a hit-and-run was reported in the 7100 block of 220th St. SW. involving an unknown vehicle that had hit an unattended vehicle and fled. There are no suspects or leads at this time.
- On September 14, officers responded to the 24000 block of 49th Pl. W. for a report of a physical domestic dispute between a father and son. A verbal argument started over one of the subjects trying to get their two dogs to intentionally fight. This caused the father and son to get into a physical fight. Probable caused was develop to arrest the son as the primary aggressor. He was booked into jail for assault 4 DV.

Weekly Investigations Update

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|-------------------------|----------------|------------------------|-------|
| • <u>Cases Assigned</u> | | • <u>Cases Cleared</u> | |
| ○ 20-10659 | Burglary | ○ 20-7500 | Theft |
| ○ 20-10898 | Identity Theft | ○ 19-11508 | Fraud |
| ○ 20-10604 | Found Property | | |
| ○ 20-9327 | Vehicle Theft | | |
| ○ 20-10800 | Vehicle Prowl | | |
| ○ 20-11051 | Missing Person | | |
| ○ 20-10494 | Theft | | |

Community Outreach & Directed Enforcement

The week of September 9 through September 14 was active with officers making several contacts with many residents. Officers continue to conduct local business and area checks at the following locations: Andorra Estates 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 we have made to include contacts with homeless subjects.

- A majority of the Police Department staff attended a four hour webinar on “Foundations of Implicit Bias;”
- Sergeant King attended two webinar trainings, “Multiculturalism & Policing: Understanding the Fragile Relationship with Communities of Color” and “Understanding Implicit & Explicit Bias;”
- Officers rescued a litter of abandoned newborn kittens. They were discovered while on an alarm call. They were transported to a pet medical center for treatment.



- Officer Marshall assisted the victim of a vehicle theft. After her car had been stolen and then recovered by Edmonds Police, the taillights no longer worked. Officer Marshall followed the vehicle for safety to the owner's home.
- Officers attended a young boy's birthday at a city park, where they posed for photographs with him and gave him a tour of the police car. The boy had wanted a police-themed birthday party, but could not have one due to COVID, so officers stepped in to help. (Officers wore masks and maintained social distancing until it was time for photos.)





Significant Cases

- Detective Zuniga is working a theft case.
- Detectives went to Roy, Washington to interview an acquaintance of a person of interest in a long-term missing person case.
- Detective Hatchel is working on a series of rapes with multiple victims from approximately 10 years ago
- The detectives are working an identity theft case involving out-of-state shipments using the stolen identity.

Code Enforcement Property of the Week

Code Enforcement met with a property owner located near the 23800 block of 60th Ave W, regarding obtaining a junk vehicle affidavit for a vehicle abandoned on their property. When Code Enforcement arrived, they noted the vehicle was extensively damaged, dismantled, inoperable and having a fair market value equal to the approximate value of the scrap of the vehicle. Following a records check of the vehicle to verify it had not been reported as stolen, a Junk Vehicle Affidavit was provided to the property owner in order to have the vehicle donated to charity or privately impounded and towed from the location



NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- October 7, 6:00 p.m., Coffee with the City, Zoom Meeting (Meeting ID: 847 0685 7511 | Password: 100720)
- November 4, 6:00 p.m., Coffee with the City, TBD
- November 19, 5:30 p.m., Snohomish County Cities Meeting (Tentative)
- 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