

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

### **October 2, 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, October 5, 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) Approval of Water Resource Inventory Area 8 (WRIA 8) Interlocal Agreement First Amendment; (3) Approval of Vehicle Maintenance Agreement with the City of Shoreline; (4) Approval of October 14, 2020 Special Work/Study Session; (5) Adoption of Adopt-a-Park Program Resolution; (6) Approval of Fourth Amendment to Redstone Lease; (7) Proposed 2021-2022 Biennial Budget Presentation; (8) Approval of Extension of Frontier Communication NW (Zply) Franchise Ordinance; (9) Selection of Council Liaison to Diversity, Equity and Inclusion (DEI) Commission; and (10) Appointment of Diversity, Equity and Inclusion (DEI) Commission Member.

The City Council's next meetings will be special work/study sessions on **Wednesday, October 14, 2020** and **Thursday, October 15, 2020 beginning at 6:00 p.m.** for city departments to present further information on the Proposed 2021-2022 Biennial Budget. Both meetings will be 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**

- **Please Participate in the Transportation Master Plan Online Open House:** The city is updating its Transportation Master Plan (TMP) and invites the public to participate in our online [Open House](#) through October 16, 2020! The 2020 TMP update addresses the city's current transportation infrastructure, defines the vision for the impending transportation system needed to accommodate future travel demand, and creates a transportation network within Mountlake Terrace capable of improved, safe and efficient mobility throughout the city. It includes both short-range and long-range strategies and policies that will lead to the

development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods, while addressing current and future transportation demand and land use. It also identifies existing conditions for the various modes of transportation, as well as proposes safety and mobility improvements for each mode.

To participate in the online open house or learn more information, visit [www.cityofmlt.com/1977](http://www.cityofmlt.com/1977). For more information, please contact Traffic Engineer Marc Seferian at (425) 744-6265 or [mseferian@mltwa.gov](mailto:mseferian@mltwa.gov).

- **Domestic Violence Awareness Month:** In honor of Domestic Violence Awareness Month, the city kicked off its 13<sup>th</sup> annual *Purple Light Nights Campaign* on October 1 as the purple ribbon is a symbol of unity in the fight against family violence. The *Purple Light Nights Campaign* encourages the community to display a purple light on their homes during the month of October in honor of Domestic Violence Awareness Month.

If you would like a purple light to display, please contact the city's Domestic Violence Coordinator Danielle Singson at the Mountlake Terrace Police Department at (425) 744-6257. The city has a limited supply available to the public at no cost. If you already have a purple light, please display it to **remember** those who have lost their lives; **support** those who have survived domestic violence; and **bring hope** to those who are still living with abuse.

If you are experiencing domestic violence or feel any form of unsafe around another person, please reach out. Here are some helpful community resources where you can find help:

- **Domestic Violence Services of Snohomish County (24 Hours)**  
425-25-ABUSE (425-252-2873) | <https://dvs-snoco.org/>
- **City of Mountlake Terrace Domestic Violence Coordinator**  
(425) 744-6257
- **Edmonds College Violence Prevention**  
<https://www.edcc.edu/violenceprevention/default.html>
- **Join Us for Virtual Coffee with the City October 7:** Coffee with the City continues on Wednesday, October 7 in remote format via Zoom teleconference from 6:00 to 7:00 p.m. Usually held on the second Wednesday of the month, the October and November “coffees” are moved a week earlier due to a City Council budget meeting and the upcoming Veterans Day holiday. Residents, business owners and other community members are encouraged to join the City Manager for a “virtual” cup of coffee, ask questions, and hear updates about what’s happening in Mountlake Terrace.

To participate by telephone, the call in number is 1-253-215-8782. To join via the internet: (1) Go to <https://zoom.us/join>; (2) Enter meeting ID (847 0685 7511) and click “join” (you will be prompted to install the Zoom application if you do not already have it); and (3) Enter password (100720).

- **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](http://www.cityofmlt.com/2060), "City of Mountlake Terrace Government" on Facebook, and "CityofMLT" on Twitter.
- **Diversity, Equity and Inclusion (DEI) Commission Appointments:** At the City Council's meeting on September 21, seven residents were appointed to serve on the Diversity, Equity and Inclusion Commission. Since then, one of the members has informed us that they must move due to a family emergency and had to resign. The City Council Subcommittee will make a recommendation and the Council is expected to appoint a new member at their October 5 City Council meeting.
- **October City Happenings Delivered:** The city's October newsletter arrived in mailboxes this week. This issue has a feature on the Concern for Neighbors Food Bank that has served our community for nearly 50 years. Other articles include the Westside Water Mains Project, budget basics and public hearing information, ballot drop box and election timeline information, Diversity/Equity/Inclusion Commission established, translating the website, project updates on Sound Transit's Lynnwood Link light rail and Terrace Station, Recreation Parks and Open Space Plan, Adopt-a-Drain program, Purple Lights Campaign with information on domestic violence program, and partnerships with nonprofit agencies to provide grants for residents using the CARES Act funding.
- **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](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 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](mailto:cityhall@ci.mlt.wa.us)
- Code Enforcement: [codeenforcement@ci.mlt.wa.us](mailto:codeenforcement@ci.mlt.wa.us)
- Traffic Tickets/Violations: [Violations@ci.mlt.wa.us](mailto:Violations@ci.mlt.wa.us)
- Utility Billing: [utilitybilling@ci.mlt.wa.us](mailto: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 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.

**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"> <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.*

## **PUBLIC WORKS ENGINEERING & OPERATIONS**

- **Website Update:** As the fall rains begin, check out the city's [stormwater webpages](#) that have been updated with new information! Over the summer, a lot of work went into the creation of a more user-friendly, up-to-date and fresh-looking stormwater webpage. Watch videos, read information about city projects, and even get involved in new volunteer stewardship activities!

## **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**

- **Aquatics Coordinator Takes New Position:** Recreation Coordinator/Aquatics, Mark Feeney, has been elected for a third term as the Washington Recreation and Park Associations Aquatic Network Chair. Unfortunate for the city, but good for him, Mark will be leaving us soon for Samena Club in Bellevue to take over as Aquatic Director. He has made many positive contributions to the aquatic programs. We wish him well in his journey as an Aquatic Professional.

- **WRPA Aquatic Conference:** Recreation Supervisor/Aquatics, Rose Ploeg, moderated the WRPA Aquatic Network Virtual Conference on Monday and Tuesday, which she organized along with a committee of professionals from the network. The conference focus was Aquatic Risk Management with speakers including: Shawn DeRosa from DeRosa Aquatic Consulting of Orlando Florida, Jeff Fryer from River Road Recreation & Park District in Eugene Oregon, Kasia Robbins from Hermiston Parks, Recreation and Aquatics, Isabell Sakamoto of Seattle Children's, and Chezik Tsunoda of NoMoreUnder.org. This was originally planned as an in person conference, then adapted to a Zoom conference due to COVID-19 restrictions.
- **Childcare Programs:** September 30 was picture day for Terrace Park School where the city's childcare program provides a supervised space and wifi for elementary students to spend the day doing school work and participating in classes remotely. The children are getting familiar with their remote learning, and some are now taking specialty classes like band and foreign language. For information about childcare email [childcare@mltwa.gov](mailto:childcare@mltwa.gov).
- **Eagle Projects:** Eagle Candidate Nathan Hjellen will be completing his project on Sunday, October 4. He had planned to do his project in April, but it was postponed. Nathan has trimmed his project down to replacing the borders at the playground at Bicentennial Park so he can have a smaller crew and follow state guidelines.

Rosella Gehr has chosen her Eagle project and will be placing bat boxes and Natural Growth Protection Area signs at Ballinger Park. Rosella is writing up her project now and will submit it for approval in the next few weeks.

- **Volunteers:** Calvary Church worked with the Mountlake Terrace Senior Center on a volunteer effort over the weekend of September 20. The city provided some bark and debris containers and the group weeded and cleaned the front beds of the Senior Center.

Sound Bank had a group of volunteers pick up litter and debris at Terrace Creek Park over the same weekend.

## **POLICE DEPARTMENT**

- **Police Lobby Closed For Construction:** The Mountlake Terrace Police Station lobby closed on September 28 for all in-person business due to construction of the Police Station expansion as part of the Civic Campus Redevelopment Project. This closure will likely last for several weeks. Impacted services include in-person payments, fingerprinting services and license renewals.

The public can conduct most business with the Police Department over the telephone, fax, or email as well as U.S. mail; however, fingerprinting services are suspended until further notice. In the meantime, if you have an emergency, please call 911. If you need an officer and it is not an emergency, please call the non-emergency line at (425) 407-3999. If you have any business to conduct with the Police Department Records Unit, please call (425) 670-8260 or visit [www.cityofmlt.com/2016](http://www.cityofmlt.com/2016). To contact the Police Department for non-emergency business,

please email [mltpd@mltwa.gov](mailto:mltpd@mltwa.gov). For general Police Department information, please visit [www.cityofmlt.com/182](http://www.cityofmlt.com/182).

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

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

**Weekly Patrol Synopsis**

- On September 23, patrol responded to a burglary report at a residence located in the 22000 block of 56<sup>th</sup> Avenue W. Investigation indicated unknown suspect(s) forced entry into the unoccupied residence and discharged several rounds from a firearm at an interior door. Investigation continues.
- On September 23, patrol responded to a behavioral health report at a residence located in the 5600 block of 227<sup>th</sup> Street SW. A resident had indicated he intended to commit suicide, but was not at the residence when police arrived. Due to the emergency of the situation, authorities “pinged” his cell phone, which indicated the resident was in Everett. Everett Police were notified, and the case was referred to the crisis care center.
- On September 24, patrol responded to a death investigation at a residence located in the 5500 block of 215<sup>th</sup> Street SW. Investigation revealed the 90-year-old resident died from natural causes.
- On September 24, patrol responded to a vehicle theft report at a residence located in the 6600 block of 235<sup>th</sup> Street SW. The victim stated unknown suspect(s) stole her vehicle overnight. The vehicle was entered as stolen in the nationwide database.
- On September 24, patrol responded to a missing person report at a residence located in the 24300 block of 43<sup>rd</sup> Place W. Investigation revealed the resident to be missing under unusual/suspicious circumstances. Investigation continues.
- On September 24, patrol contacted a suspicious vehicle in the 5300 block of 241<sup>st</sup> Street SW. The occupant was arrested for a Department of Corrections (DOC) escape warrant. A subsequent search revealed a variety of narcotics including heroin, methamphetamine and various prescription narcotics. The suspect was transported to the Snohomish County Jail and booked for his warrant and additional offenses without incident.
- On September 25, patrol responded to a hit-and-run collision at a residence located in the 5400 block of 212<sup>th</sup> Street SW. The victim reported an unknown suspect struck her vehicle and fled the scene. An area check for the suspect vehicle was negative.
- On September 26, patrol responded to a theft-from-vehicle report at a residence located in the 24200 block of 59<sup>th</sup> Avenue W. The victim reported unknown suspect(s) broke into his vehicle overnight and stole miscellaneous property. There are no investigative leads.

- On September 26, patrol responded to a fraud report at a residence located in the 6600 block of 225<sup>th</sup> Place SW. The victim reported unknown suspect(s) used her identity to receive unemployment benefits.
- On September 26, Washington State Patrol and Cowlitz County law enforcement arrested one of the suspects involved in the armed robbery of a vehicle in Mountlake Terrace on September 19.
- On September 26, patrol responded to a domestic assault at a residence located in the 21900 block of 64<sup>th</sup> Avenue W. The suspect had fled prior to police arrival. Investigation revealed the residents were arguing about relationship issues when the suspect assaulted the victim. The suspect was contacted via phone and surrendered. The suspect was later booked for the offense at the Snohomish County Jail without incident.
- On September 27, patrol responded to a suspicious person report in the 21900 block of Highway 99, where a subject was walking in the vehicle lane of travel. Upon contacting the subject, he fled on foot. Officers pursued the suspect and apprehended him a short distance away. He was later booked for an arrest warrant as well as for resisting arrest.
- On September 27, patrol responded to a fight at a residence located in the 4300 block of 236<sup>th</sup> Street SW. Investigation revealed a party at the residence with many heavily intoxicated attendees. Two attendees had engaged in a physical altercation; the suspect fled prior to police arrival.
- On September 27, patrol responded to a harassment complaint at a residence located in the 4200 block of 214<sup>th</sup> Street SW. The victim reported the unknown suspect(s) had been stalking and threatening the victim using social media for an extended period of time. Investigation continues.
- On September 28, patrol responded to a behavioral health report at a residence located in the 4300 block of 219<sup>th</sup> Street SW. Investigation revealed the residents were arguing about their relationship when one ingested a large amount of medicine in an attempt to commit suicide. She was located in her car nearby, taken into protective custody and transported to Swedish Hospital for a behavioral health evaluation.
- On September 28, patrol contacted a suspicious person in the 6800 block of 216<sup>th</sup> Street SW. Investigation revealed him to have multiple warrants for his arrest. He was arrested and found to be in possession of methamphetamine and heroin. He was booked at the Snohomish County Jail without incident.
- On September 28, patrol responded to a burglary report at a residence located in the 21600 block of 46<sup>th</sup> Place W. The victim reported unknown suspect(s) had entered the residence overnight. There was no damage and it did not appear any property was taken. Investigation continues.



- On September 28, patrol contacted a suspicious vehicle in the 5600 block of 236<sup>th</sup> Street SW. Investigation revealed the vehicle to be stolen. A subject was observed attempting to conceal himself under a blanket in the backseat of the vehicle. The subject complied with instructions to exit the vehicle, and was arrested for possession of a stolen vehicle as well as multiple warrants for his arrest. He was later booked at the Snohomish County jail without incident.
- On September 29, patrol responded to a sexual assault report at a residence located in the 5400 block of 212<sup>th</sup> Street SW. Investigation continues.
- On September 29, patrol responded to a theft report at a residence located in the 22400 block of 44<sup>th</sup> Avenue W. The victim reported unknown suspect(s) had entered his property overnight and stolen his bicycle. There are no investigative leads.
- On September 29, patrol responded to a behavioral health report at a residence located in the 5700 block of 220<sup>th</sup> Street SW. The resident had been threatening to commit suicide if he did not get opiates to help with his addiction withdrawal. Upon arrival the subject had fled on foot, but was located walking nearby. After some conversation with officers, he was taken into protective custody and transported to Swedish Hospital for a behavioral health evaluation.

### **Weekly Investigations Update**

- Cases Assigned
  - 20-11666 Harassment
  - 20-11541 Missing Person
  - 20-11466 Burglary
- Cases Cleared
  - 20-2463 Burglary
  - 20-8492 CPS
  - 20-9201 Theft
  - 20-10544 Fraud
  - 20-11112 Malicious Mischief
  - 19-6233 Theft
  - 20-7440 Burglary
  - 20-10444 Robbery
  - 20-11051 Missing Person

### **Community Outreach & Directed Enforcement**

- Officers continue to conduct local business and security checks including the Studio 6 Motel, Ballinger Park, Interurban Trail, Veterans Park, and the marijuana dispensaries.
- Eight reported self-generated community outreach contacts.
- Traffic emphasis on Lakeview Drive.
- Patrol emphasis in the area surrounding the Library.
- Traffic emphasis at 7000 220<sup>th</sup> Street SW.
- Traffic emphasis at 234/Hedlund.
- Traffic emphasis on 44<sup>th</sup> Avenue W.
- Traffic emphasis on 48<sup>th</sup> Avenue W.

### **Code Enforcement Property of the Week**

On August 27, Code Enforcement was dispatched to a parking complaint involving a light blue late model Chevy Camaro coupe, which was parked at the 5900 block of 218<sup>th</sup> Place SW. When Code Enforcement arrived, they observed the vehicle appeared to be stored on the right-of-way.

Code Enforcement chalked the rear driver's side tire, and issued a correction notice for the following; 10.10.190 (Storing vehicles on a public street in excess of 72 consecutive hours).

On August 30, Code Enforcement returned to the location and noted the previously issued correction notice was removed from the vehicle. The vehicle had been moved approximately 5-6 feet from the original location. Code Enforcement found the vehicle to be in violation of 10.10.220 (Moving vehicles to avoid violation – no person shall re-park an infrequently used or inoperable vehicle for the purpose of avoiding a violation of the codes. This act is defined as intentionally moving a vehicle a limited distance, and re-parking the vehicle to appear as though it is being used).



### **Other Items of Interest**

- Sergeant Porter and members of North Sound Metro SWAT conducted a training event in Mountlake Terrace. Neighbors had been contacted prior to the training to ensure they would know why law enforcement was in the area. Many community members showed up to watch and have their pictures taken.



- A company that utilizes virtual reality as a training tool demonstrated their product for local police. Pictured is Officer O'Hagan using the tool.
- Patrol and Investigations assisted the Edmonds Police Department with a triple shooting/homicide in the 22600 block of Highway 99.



### **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