

CITY MANAGER'S WEEKLY UPDATE October 9, 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 **special work/study session** is on **Wednesday, October 14, 2020 beginning at 6:00 p.m. via telephone and internet**. The agenda includes: (1) Roll Call and Verification Each Remote Councilmember Can Hear All Other Councilmembers; (2) South County Fire Annual Report; and (3) 2021-2022 Department Budget Presentations: a. Recreation Services (Including Review of 2021-2025 Recreation and Park Fees Resolution); b. Parks Services; c. Property Management; and d. Public Safety (Police and Municipal Court).

The City Council's next **special work/study session** is on **Thursday, October 15, 2020 beginning at 6:00 p.m. via telephone and internet** (Note: The City Council's work/study session at 7:00 p.m. has been cancelled for the special work/study session at 6:00 p.m.). The agenda includes: (1) Roll Call and Verification Each Remote Councilmember Can Hear All Other Councilmembers; and (2) 2021-2022 Department Budget Presentations: a. City Council/City Manager/Community Relations; b. Administrative Services; c. Public Works/Engineering Services; and d. Community and Economic Development.

The City Council's next regular meeting is on **Monday, October 19, 2020 beginning at 7:00 p.m. via telephone and internet**. The agenda includes: (1) Roll Call and Verification Each Remote Councilmember Can Hear All Other Councilmembers; (2) Update from Community Transit; (3) Legislative Update from Gordon Thomas Honeywell Governmental Affairs; (4) Approval of Interlocal Agreement with Snohomish County for Evergreen Playfield; (5) Approval of 2021-2022 Interlocal Agreement for Snohomish Regional Drug and Gang Task Force (Tentative); (6) Adoption of 2021-2025 Recreation and Park Fees Resolution; and (7) Approval of Contract Amendment with ARC Architects.

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

- **Virtual Open House for 66th Avenue Reconstruction:** The City of Mountlake Terrace is planning to reconstruct 66th Avenue West from 220th Street SW to the city's northern limit (near the Interurban Trail) in the summer of 2021. We would like your input to see how well the alternatives meet the project's goals and have set up an [online open house](#). Please take a few minutes and provide your feedback!

The goals for this project include improving the existing poor pavement conditions, pedestrian and bicycle facilities along the roadway, and roadway user safety. Driving lanes will be re-striped to streamline vehicular movement including left turn lanes at the intersections and bike lanes. The project will also provide curb ramps meeting current ADA standards at the intersections and a narrowed Interurban Trail crossing with active warning devices for trail users' safety. Currently, the city is considering two possible alternatives and your input is important in selecting the preferred alternative. Please visit our online open house at <https://arcg.is/18zeLP> to learn more about the project alternatives and provide your feedback by completing the survey by October 18, 2020. A summary of the public's feedback will be presented at the City Council's work session on October 29, 2020.

- **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. For more information, please contact Traffic Engineer Marc Seferian at (425) 744-6265 or mseferian@mltwa.gov.

- **Domestic Violence Awareness Month:** In honor of Domestic Violence Awareness Month, the city kicked off its 13th 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>
- **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.
- **Diversity, Equity and Inclusion Commission Meeting:** The Diversity, Equity and Inclusion Commission's first meeting is scheduled for Wednesday, October 21 at 7:00 p.m. The first meeting will focus on introductions and training for the Commission on the Open Public Meetings Act and Public Records Act. In addition, the Commission will discuss a future meeting schedule.
- **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.

COMMUNITY & ECONOMIC DEVELOPMENT

- **Accepting Comprehensive Plan Applications from October 12 - November 13:** The Comprehensive (Comp) Plan establishes coordinated goals, policies and specific actions to guide and manage growth. Community development, investments in infrastructure, and quality of life are strategic elements incorporated into the Comp Plan. The purpose of establishing amendments ensures the consideration of appropriate goals, policies, and land use designation for the city, while staying consistent with state laws. Amendments to the plan may be considered on an annual basis. The most recent amendments occurred in September 2019, specifically, the [Economic Vitality Element](#) and [Town Center Subarea Plan](#).

Applications to request text or map amendments are currently available. Through docketing, the Community and Economic Development Department accepts applications. Required evaluations are performed and forwarded for recommendation by the Planning Commission and then to City Council for consideration as possible inclusion on the annual docket.

Completed Comp Plan text or a map amendment applications will be accepted from October 12 to November 13, for possible inclusion on the 2021 docket. **The deadline for a Comp Plan**

application is November 13, 2020 by 4:00 p.m. [Click here](#) for an application to amend text only. [Click here](#) for an application to amend a land use designation on the Comp Plan Map.

For more information, questions about applying for a map or text amendment, or to confirm meeting dates, contact LPlancich@ci.mt.wa.us or (425) 744-6279. You can also sign up for our [email notification list](#).

- **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.*

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

RECREATION, PARKS & PROPERTY MANAGEMENT

- **Preschool & Kindergarten Readiness Classes:** On October 13 and October 14, both preschools and Kindergarten Readiness will be visiting “The Farm” at Swan’s Trail in Snohomish. Included will be a live duck or pig race, a giant slide, pick your own pumpkin, barn hay maze and wagon rides. For information about preschool programs email childcare@mltwa.gov
- **COVID-19 Pandemic:** The Washington State Department of Children, Youth, and Families (DCYF) began waiving copayments for all families receiving child care subsidy on October 1, 2020. Copayments will continue to be waived through the end of December 2020. Waiving copays allows eligible families to keep more of their income to meet other basic needs.
- **NEW Dance & Fitness Programs:** We are booting up the new broadcast studio housed in the Mambo Room the week of October 26. Registration is open via our DASH portal. Ballet, Jazz, Lyrical, Tap, Yoga, Stott Pilates and Stretch & Strength are all on the new schedule. You can view the weekly schedule of classes online at www.mltrec.com/432 or www.mltrec.com/533.
- **Aquatics:** Work continues on a reopening plan, integrating the updated and changed *Guidance and Reopening of Water Recreation Facilities in Phases* that was released to the Committee, which sent a letter requesting changes to the Washington State Department of Health (WDOH). Also in discussion is the request for WDOH to recognize the American Red Cross Provisional Certification for the Lifeguarding Program. This is a temporary program that has been developed due to the pandemic for Lifeguards to take an online portion of the lectures and after completion have 120 days to take the water portion. After completion of the water portion, the participant will receive a two-year lifeguarding and CPR certification, with , credit toward the Professional Rescuer/AED/First Aid certification. Currently 17 staff members will need this certification to be able to return to lifeguarding.
- **Wellness Challenge:** City staff are taking part in a wellness challenge called Trailblazers, where teams of six count their activities to win prizes; currently the city has three teams participating. The event is part of the Association of Washington Cities’ (AWC) WellCity program. Once the challenge has ended, there will be a drawing to win one of two Fitbits provided by AWC from REI.
- **Wellness Training:** On October 6, Recreation Supervisor and Wellness Committee chair, Rose Ploeg, participated in a Zoom training hosted by AWC that explained the changes in WellCity standards for the next few years; as a designated WellCity, the city saves two percent on health care benefits.

- **Pavilion Pool Liner:** With the pool being closed to the public, some work is being completed on the Lazy River in the pool. The work is to repair some areas in the liner and is tentatively scheduled for the week of October 19.
- **Garden Club:** The Mountlake Terrace Garden Club began the fall cleanup of entry sites throughout the city this week. The Garden Club is a volunteer based community group that for over 20 years has annually planted flowers and maintained seven different sites throughout the city. If you are interested in joining the Garden Club or just helping out, please visit their [website](#) or contact Parks and Facilities Superintendent Ken Courtmanch at (425) 776-1811.
- **Adopt-a-Park Program:** Throughout 2019 the Recreation Park Advisory Commission has been working to formalize an Adopt-a-Park program. The Commission recommended the program for approval and the City Council approved it at the October 5 meeting.
- **Eagle Scout Projects:** Rosella Gehr has chosen her Eagle project and will be placing bat boxes at Ballinger Park. Rosella is writing up her project now and will submit it for approval in the next few weeks.



Eagle Candidate Nathan Hjellen completed his project on Sunday, October 4, replacing the playground borders at Bicentennial Park.

POLICE DEPARTMENT

- **Police Lobby Closed for Construction:** The 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. To contact the Police Department for non-emergency business, please email mltpd@mltwa.gov. For general Police Department information, please visit www.cityofmlt.com/182.

MONTHLY ACTIVITY*								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
September	223	65	53	12	3	8	4	10
YTD	1,785	710	284	125	22	69	52	125

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

Weekly Patrol Synopsis

- This week included four verbal domestic arguments, two warrant arrests, and two vehicle thefts in the 4400 block of 212th Street SW and 22800 block of Lake View Drive.
- On September 29, officers responded to the Double Cup Espresso for a burglary report. An unknown subject entered the espresso stand, unplugged the security camera and stole a safe containing five to seven hundred dollars in cash. This case has been assigned to detectives.
- On September 30, officers responded to the 21000 block of 52nd Avenue W for a report of a suicidal subject. Upon arrival officers contacted a male subject sitting in the roadway a few feet from cars that were traveling nearby. The subject stated that he was contemplating suicide but was scared. The subject was transported to Swedish Edmond Hospital for a mental health evaluation.
- On September 30, officers assisted Washington State Patrol on I-5 in Lynwood when a suspect vehicle struck a Washington State Patrol vehicle and fled. Officers located the suspect vehicle unoccupied on the side of the freeway. Officers assisted with a K9 track; however, the suspect was not located.
- On September 30, officers responded to the 5600 block of 244th Street SW for a report of a collision. Upon arrival officers learned that the suspect driver was being detained by Shoreline Police and that the accident was significant with injured subjects being transported to Harborview. Officers noticed an odor of alcohol while talking with the suspect driver. Further investigation revealed that the driver was intoxicated and he was placed under arrest for DUI. It was later determined that the collision occurred in Shoreline.
- On October 1, officers responded to the 22000 block of 66th Avenue W for a robbery. Officers contacted the victim who stated that a male suspect jumped over the counter of his business and demanded money. The victim struck the suspect and stated that he did not have any money. The suspect grabbed the victim's phone and fled. This case has been assigned to a detective.
- On October 1, Officer Froisland and K9 Jax assisted the Tulalip Police Department with a narcotic investigation.
- On October 2, Officer Froisland and K9 Jax assisted the Redmond Police Department with a narcotic investigation.

- On October 3, officers responded to the Taluswood Apartments for a burglary report. The victim reported that several tools and a generator were stolen from his storage shed. The case was assigned to detectives.
- On October 3, officers responded to the 21400 block of 52nd Avenue W for a report of a suicidal subject. Officers contacted a male subject who was distraught over a relationship ending. The subject was transported to Swedish Edmonds for a mental health evaluation.
- On October 4, an officer was stopped at the 22400 block of 56th Avenue W. when another vehicle backed into the officer's patrol car then fled the area. The officer attempted to stop the suspect vehicle, which failed to yield and began to accelerate. After a short pursuit the officer disengaged due to erratic driving by the suspect. An Edmonds officer later found the suspect vehicle in the Shoreline area. Further investigation revealed that the suspect driver had been using narcotics. The suspect was arrested and booked into jail for hit-and-run and attempting to elude.
- On October 4, officers responded to the 22900 block of 53rd Avenue W for an assault with a weapon call. Upon arrival officers contacted several people, and learned one male subject was threatening to stab another male. The suspect was arrested and booked into jail for harassment.
- On October 5, officers responded to the 24200 block of 57th Avenue W for a malicious mischief report. The victim reported that he believed his former girlfriend scratched his vehicle while he was gone. Case is under investigation.
- On October 5, officers were dispatched to a hit-and-run report. The victim reported that he was talking with the suspect about a collision, and when the victim went to call 911 the suspect fled. The suspect is known and the case is under investigation.
- On October 6, officers responded to the 6600 block of 220th Street SW for a report of shoplifting. The store employee described the suspect and vehicle to the officer. Officers reviewed surveillance video and are investigating this case.

Weekly Investigations Update

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|-------------------------------|------------------------------|
| • <u>Cases Assigned</u> | • <u>Cases Cleared</u> |
| ○ 20-11942 Malicious Mischief | ○ 20-9740 Fraud |
| ○ 20-11860 Rape | ○ 20-11776 Vehicular Assault |
| ○ 20-11780 Robbery | ○ 20-11541 Missing Person |
| ○ 20-11888 Burglary | ○ 20-11051 Missing Person |

Significant Cases

- A carjacking/robbery is still being worked on to develop probable cause on a second suspect.
- Two missing persons cases cleared this week.
- Investigators worked with the King County Sheriff's Office (KCSO) on a serious DUI/collision at the county line.
- Detective Zuniga is working a series of online harassment cases, with a suspect in both cases.

Community Outreach & Directed Enforcement

The week of September 30 through October 6 was active with officers making several contacts with many citizens. 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 community contacts:

- Officer Jones conducted extra patrols on the Interurban Trail, noting it was busy with walkers and runners.
- Foot patrol at the Library with a Public Works employee, noting abandoned items and trash on the south side of the Library. Officers spoke with four homeless subjects near the Library and discussed the trash, directing them to clean it up.
- Officer Elrod conducted traffic enforcement on 48th between 221st and 232nd.

Code Enforcement Property of the Week

On September 25, Code Enforcement observed multiple property nuisance violations occurring at a property near the 22600 block of 73rd Place. During the inspection, Code Enforcement noted indoor furniture exposed to the elements in the front yard, multiple garbage bags with unknown contents, a refrigerator, a washer, piles of wood, a vehicle not registered to the property, vehicle parts, containers with unknown substances, a lawnmower exposed to the elements and a back yard with bags of unknown contents, trash and debris.

Code Enforcement made contact with the tenants who said they would have the violations cleaned up and taken care the next day. On September 29, Code Enforcement returned to the location and noted no changes had been made to the property. On October 2, Code Enforcement met with the property owners to discuss what needs to be corrected so the property will be in compliance with the city's nuisance ordinances.



Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace