

CITY MANAGER'S WEEKLY UPDATE January 29, 2021

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, February 1, 2021 beginning at 7:00 p.m. via telephone and internet.** The agenda includes: (1) Approval of Interlocal Agreement with Snohomish Health District for Per Capita Contribution for Health District Services; (2) Approval of Professional Services Agreement First Amendment with Louise McDowell; and (3) Review of Initial 2020 Year-end Finances and Six-Year Financial Forecast

The City Council's next work/study session is on **Thursday, February 11, 2021 beginning at 7:00 p.m. via telephone and internet.**

A telephone number will be available prior to the meeting 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 or mail for this meeting. Check www.cityofmlt.com/129 for more information and the city's social media pages.

COMMUNITY MEETINGS AND EVENTS

- **Free, Drive-Thru COVID Testing Events Scheduled in Area:** With COVID-19 rates remaining at high levels and vaccine roll out ramping up slowly, getting tested for COVID-19 and taking precautions to prevent the spread of the virus remain vital. The first two events were held on January 27 and 29. Upcoming drive-thru events are scheduled to take place:
 - Thursday, February 4, 8:00 a.m.-2:00 p.m. at Meadowdale High School, 6002 168th Street SW, Lynnwood
 - Friday, February 5, 8:00 a.m.-2:00 p.m. at Mountlake Terrace High School, 21801 44th Avenue W, Mountlake Terrace

Coordinated by Medical Teams International and the Verdant Health Commission, with support from the Edmonds School District, City of Mountlake Terrace, and City of Lynnwood, these clinics are intended to reduce barriers to testing, including symptom checks, insurance requirements, and access for people with transportation challenges. Please see the [news release](#) for more information.



CITY CLERK AND COMMUNITY RELATIONS

- **City Attorney Greg Schrag Retires:** The end of an era occurred this week as City Attorney Gregory G. “Greg” Schrag retired after serving the city since February of 1992. Greg was hired as City Attorney when former attorney Levy Johnston retired, and has served under five City Managers and four interim City Managers. During his tenure, Greg attended over 700 City Council meetings, reviewed 413 resolutions, 827 ordinances, and hundreds (if not thousands) of contracts, agreements, and other legal documents. Greg consistently demonstrated the highest commitment to integrity, justice, and public service through his guidance, legal expertise, and institutional knowledge. He has been a valued leader and dedicated member of the city’s Executive Leadership Team and will be greatly missed.



Greg was honored at the January 28 City Council meeting and presented with a glass gavel recognizing his public service and a Council resolution honoring his career with the City of Mountlake Terrace.

- **City Happenings:** The [February issue of City Happenings](#) was mailed this week. This issue features the grand opening of Van Ry Boulevard, a recap of the CARES Act funding, and a two-page spread about supporting our local businesses.
- **COVID-19 Webpages Updated:** On January 11, the state began a regional recovery approach to COVID-19 called “Healthy Washington — Roadmap to Recovery,” with every region

beginning in Phase 1. Effective February 1, Snohomish County, in the Puget Sound Region, will be in Phase 2.

To advance to the next phase, regions must meet the metrics as described on the state's "Roadmap to Recovery" [webpage](#). The city has updated its [COVID-19 webpage](#) according and restructured the information into subpages to make the information easier to find without scrolling.

- **Northwest Clerks Institute:** The City Clerk co-presented a course called "Supporting Elected Officials in Times of Calm and Crisis" to the Northwest Clerks Institute consisting of municipal clerks and their staff from Alaska, Oregon and Washington. Two members of the Mountlake Terrace City Council, Mayor Matsumoto Wright and Councilmember Woodard, shared their perspectives of the support needed during calm and crisis as a tenured Councilmember and as a relatively new Councilmember. The virtual workshop took place on January 27 and 28 via Zoom.
- **Zoom Council Meetings:** The recorded videos of City Council meetings on Zoom are available on the City Council's [meeting page](#). Scroll to the bottom of the page to find the links.
- **COVID-19 Webpage:** Visit www.cityofmlt.com/2060 to find coronavirus information, including Community Resources, Support for Businesses, and Facility Closures.
- **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 open 5:45 a.m. to 6:30 p.m., with reservations only (childcare is an exception). 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. Below are some helpful phone numbers and emails should you need assistance:

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

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.

PUBLIC WORKS/ENGINEERING SERVICES

- **Disposing of Household Hazardous Waste:** View the [city’s stormwater webpage](#) to learn how to safely dispose of hazardous household waste such as pesticides, paints, solvents, cleaners, and other toxics.

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"> ○ Electrical ○ Mechanical ○ Plumbing ○ Roof ○ Sewer Repair/New ○ Window Replacement (Only) Permit 	<ul style="list-style-type: none"> • Building <ul style="list-style-type: none"> ○ Minor Exterior Work Only to Include Roof Overlay or Re-Roof ○ Siding and/or Windows • Deck • Demolition • Driveway Permit • Fence • Fire Prevention • Shed • Solar • Utility and Communication Companies <ul style="list-style-type: none"> ○ Violation/Investigation ○ Wall/Rockery ○ Water Meter 	<ul style="list-style-type: none"> • Civil • Commercial/Multi-Family Building • Fire Alarm • Fire Sprinkler • Land Use • Low Voltage Electrical, Commercial • New Construction or Addition • Plumbing/Electrical/Mechanical Plan Review • Single Family Building Addition or Remodel • Tenant Improvement

*The permit intake box is located by the door to City Hall on the second floor of the interior of the building. A permit specialist will be in contact with confirmation of receipt and invoice fees due to begin processing.

Your project must have issued permits on-site, require workers to be six feet apart, and have a developed exposure control, mitigation, and recovery plan in order for inspections to occur.
*To schedule an inspection, call (425) 775-9694. Please have your permit number and address ready when you call.

**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:** Since March 19, 2020, water service is not being shut off for residential customers’ inability to pay during the COVID-19 emergency. The action

remains in effect under the state's most recent proclamations addressing the pandemic. 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 utilitybilling@mltwa.gov or (425) 744-6214 or to make payment arrangements, if they are unable to pay at this time.

RECREATION, PARKS & PROPERTY MANAGEMENT

- **Youth Programs:** There is still space in the K-2 and 3-6 grades remote learning programs. To register email childcare@mltwa.gov.
- **Childcare Fun!:** January 27 was National Peanut Butter and Jelly Day, so the K-2 grade kids made peanut butter and jelly sandwiches, yum!
- **Dance & Fitness:** Dance Program Director Chloe Davenport participated in continuing marketing training for eight weeks to support outreach for the Dance & Fitness programs. This training is specifically directed at attracting, enrolling, and retaining people in the Dance Programs. Ms. Davenport's intention is to translate marketing strategies learned for dance into fitness marketing and to support the entire Recreation.
- **Fitness:** Winter Virtual Fitness classes are in progress, broadcasted from the Pavilion to participants in their home. Online registration is ongoing. Having an affordable workout lead by our excellent instructors from the comfort and safety of your own home is one of the positive opportunities developed from our Stay Home & Stay Safe mandate. Yoga & Pilates are offered at a variety of times to fit into your schedule and no travel or shower are required!
- **Dance:** Children and Adult Dance classes, taken via zoom from home, are proving to be a great choice while we have to follow state safety guidelines. Returning students are progressing in our full year curriculum in Ballet, Lyrical, Tap & Jazz and have kept their excitement and interest in dance this season. A new session will start in March and dancers are welcome to join at any time. Keep checking the webpage to see when spring programs are posted and available for registration or enroll in the winter session and get started today! Contact Chloe Davenport at cdavenport@mltwa.gov or leave a voicemail at (425) 640-3107, with questions.
- **Aquatics:** The pool programs continue to grow, mornings are the busiest with afternoons having some space. Anyone wanting to get a swim in at lunch, the 12:15 p.m. timeframe is usually open. As part of the Wellness Program, city employees can reserve lap lanes, river and deep end for fitness or participate in water fitness, all require advance reservations.
- **Dog Obedience:** Beyond Basic Dog obedience has been cancelled and most participants have transferred to the March classes. Under current COVID guidelines these classes are unable to be held at this time. The next round of classes are slated to start the second week of March.

- **Ballfields:** Believe it or not, baseball is right around the corner and Parks staff are starting to prepare the grass and infield surfaces to be ready for opening. The grass fields have been closed during the winter months to give the turf a chance to rest and be in the best shape for the upcoming season. Preparation includes mowing, fertilizing, aeration, as well as adding a drying agent and leveling the skinned infields in conjunction with the Mountlake Terrace Youth Athletic Association (MTYAA).
- **Evergreen Playfield:** The Evergreen Playfield turf renovation project is still underway. The contractor, Fieldturf, has begun construction of the new synthetic turf field to replace the existing sand field at the Evergreen Playfield Complex field #1. FieldTurf is currently working on excavation and will start the drainage next week. Lights were installed last fall and the field construction should be completed by mid-spring.



POLICE DEPARTMENT

- **Police Lobby Closed for Construction:** The Police Station lobby remains closed for all in-person business due to construction of the Police Station expansion/Civic Campus Redevelopment Project. 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 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, call the non-emergency line at (425) 407-3999 or email mltpd@mltwa.gov. If you have business to conduct with the Police Department Records Unit, call (425) 670-8260 or visit www.cityofmlt.com/2016. View general Police Department information [here](#).

Monthly Activity							
Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>Activity is updated in the last week of the month</i>							

Weekly Patrol Synopsis

- There were three verbal domestic arguments this week, and two vehicle prowls: one in the 21000 block of 44th Avenue NE, and a second at 4300 block of 236th Street SW.
- On January 20, an officer attempted to stop a vehicle at the 220th Street northbound onramp to I-5 for reckless driving. The driver of the vehicle failed to yield, and fled at a high rate of speed. The officer did not pursue.

- On January 20, a store employee reported a shoplifter. The employee was able to positively identify the suspect. Case is under investigation.
- On January 21, officers were dispatched to the Lakeside Apartments for a burglary report. A resident reported that a known male subject forced his way into the apartment and broke a mirror. Case is under investigation.
- On January 21, a license plate was stolen from a vehicle located at the 5700 block of 242nd Street SW. There are no suspects or leads at this time.
- Officers responded to a fraud complaint at the 4100 block of 212th Street SW. The reporting person stated that her debit card was used several times at a local store without her consent or knowledge. Case is under investigation.
- On January 21, officers responded to a Child Protective Services report where a child reported having been hit by a parent. This case was investigated and the allegations of abuse were unfounded.
- On January 21, officers found drug paraphernalia in a suspect's pocket during an arrest. The suspect was booked into jail for warrants and possession of drug paraphernalia.
- On January 22, officers responded to a death in the 6300 block of 234th Street SW. The decedent had a "do not resuscitate" order in place. Nothing suspicious was found.
- On January 22, officers responded to a theft report in the 22600 block of 73rd Street SW. It was reported that the victim's girlfriend stole his cell phone and credit card while he was sleeping. Case is under investigation.
- On January 22, a fraud was reported. The victim's bank account had been compromised by an unknown suspect.
- On January 22, officers received a custody authorization from the county-designated Crisis Responder. (A Crisis Responder is a state-certified individual able to determine if a person presents a harm to self/others/property, or is gravely disabled and is at imminent risk.) While officers were taking the person in crisis into protective custody she was uncooperative and resisting efforts of officers. The person in crisis was eventually taken to Swedish Edmonds Hospital for a mental health evaluation.
- On January 22, officers responded to the 4300 block of 212th Street SW for a suspicious circumstance report. The reporting party stated that her vehicle and dog were stolen. The reporting party was uncooperative and having a hard time holding a conversation. The officers eventually cleared because the victim was unable to give any details about the theft and was unwilling to cooperate.
- On January 23, officers responded to the Studio 6 Motel for an assault. Upon arrival officers contacted a female who stated that her long-term boyfriend had assaulted her. The suspect was

contacted and confirmed that he had assaulted his girlfriend. The male suspect was arrested and booked into jail.

- On January 24, officers stopped a vehicle at the 22000 block of 66th Avenue W. The driver was cited for driving with a suspended license and violation of a trip permit.
- In the early morning hours of January 24, Snohomish County Deputies requested assistance with a vehicle pursuit that was traveling south on Highway 99 approaching Mountlake Terrace. Because of light traffic at the hour, a Mountlake Terrace officer was able to deploy spike strips at the 21600 block of Highway 99. The deployment was successful, causing three of the suspect's tires to go flat. The suspect was eventually captured and booked into jail.
- On January 24, a hit-and-run was reported at the 5700 block of 220th Street SW. The victim was able to obtain the license number of the suspect vehicle, which was registered to an owner in Redmond. The suspect was contacted at his residence and admitted that he was at fault. The victim did not wish to pursue charges and they agreed to let the insurance company work things out.
- Two catalytic converters were stolen from the 21700 block of 66th Avenue W. Cases are under investigation.
- On January 25, two license plates were stolen from the 23300 block of Cedar Way. No suspects or leads.
- On January 25, officers received an anonymous report of a disturbance. Upon arrival officers found individuals who had a "no contact order" between them. The violator of the order was arrested and booked into jail.
- On January 25, a female subject reported that she was being followed by a suspicious male while she was out for a walk. She took a photo of the subject and gave it to the officers.

Weekly Investigations Update

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|------------------------------|--------------------------------|
| • <u>Cases Assigned</u> | • <u>Cases Cleared</u> |
| ○ 21-15492 Traffic Offense | ○ 20-13594 CPS |
| ○ 21-418 Death Investigation | ○ 20-13017 Death Investigation |
| ○ 21-1009 Theft | ○ 19-4368 Theft |
| ○ 21-954 Vehicle Prowl | ○ 20-3928 Death Investigation |
| ○ 21-1139 CPS | |

Community Outreach & Directed Enforcement

- Officer Marshall spoke with a store clerk about dealing with people in crisis.
- Officer Hoeth conducted parking infraction emphasis and wrote 10 tickets.
- Officer T. Sheets contacted a transient in the 1st Security Bank parking garage.
- Sergeant Mettler was flagged down by the QFC night manager about being aggressive with customers at the time. Sgt. Mettler spoke with a known transient who was recently released from jail, and another male. They were asked to move along.

- Officer Elrod visited with an elderly community member at her home. She is doing well.
- Sergeant Pickard conducted an extra patrol check at the new housing site in the 7000 block of 226th Place.
- Extra patrol check at the Interurban Trail. There were no camps located and the trail was not busy due to the rain and cool weather.
- Foot patrol at the Mountlake Terrace Library. Sergeant Pickard again warned three homeless individuals about their food and other debris that was scattered about around their sleeping bags on the south side of the Library. He requested they clean-up and relocate due to complaints received, and they began doing so while he was speaking to them. They did not want outreach services.
- Sergeant Pickard located no new camps at the Interurban Trail and spoke to three walkers who appreciated the extra patrols.
- Sergeant Pickard conducted a traffic emphasis for stop sign violations at 220th Street SW and 52nd Avenue W. No violations observed.
- Officer Elrod conducted a traffic emphasis for stop sign violations at 220th Street SW and 58th Avenue W. No violations observed.

Significant Cases

A patrol officer attempted to stop a vehicle at Studio 6 Motel for an equipment violation. The suspect vehicle reversed into the officer's patrol vehicle multiple times in an attempt to escape the traffic stop. The officer attempted an intervention tactic but it was unsuccessful. A pursuit was initiated and entered I-5 south where it was terminated just south of NE 175th Street in Shoreline. Washington State Patrol engaged the vehicle and their pursuit continued to Tukwila where it was successfully stopped. The female driver was taken into custody. The city's patrol vehicle sustained front end damage. The suspect vehicle was impounded back to the Mountlake Terrace Police Station and the suspect was booked into Snohomish County Jail for multiple offenses.

Code Enforcement Property of the Week

On January 21, Code Enforcement observed a property with multiple nuisance violations existing, located near the 6400 block of 218th Street SW. While at the property Code Enforcement noted two vehicles not parked on improved surfaces, vehicles belonging to a person(s) not living at the property, and both vehicles having expired license, debris and trash throughout the front and sides of the property, multiple child strollers, a five gallon bucket with an unknown substance, indoor furniture exposed to the elements, bags of garbage, cardboard not properly recycled, and a pile of firewood not properly stacked.

Code Enforcement issued a Civil Notice of Violation in accordance with 8.15.040.I (Debris and Trash) 8.15.040.E.2 (Toxic or Caustic Substances) 8.15.040.G.2 (Recyclables) 8.15.040.H.1 (All broken or discarded household furniture) 8.15.050.B.1 (All motor vehicles that are junk) 8.15.050.B.3 (All motor vehicles shall be parked



on an improved surface) 8.15.050.B.2 (Motor vehicle's belonging to a person other than a resident) 8.15.040.G.1 (Garbage not kept in proper receptacle) and 8.15.040.A.6 (Woodpiles that are not properly stacked).

Code Enforcement will continue to reach out to the owners or tenants of this property to help resolve the listed violations and gain compliance.

NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- February 10 6:00 p.m. Coffee with the City, Zoom Meeting ID: 880 4842 2899 | Passcode: 021021
- February 10-11 AWC City Action Days, Online
- March 10 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- March 18 5:30 p.m. Snohomish County Cities Meeting TBD
- April 14 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- May 12 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- May 20 5:30 p.m. Snohomish County Cities Meeting TBD
- June 9 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- June 22-25 AWC Annual Conference, Spokane or Virtual (TBD)
- July 14 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- July 15 5:30 p.m. Snohomish County Cities Meeting TBD
- July 23, 24, 25 Tour de Terrace, Evergreen Playfield
- August 3 6:00 p.m. National Night Out, Evergreen Playfield
- August 11 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- September 8 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- September 16 5:30 p.m. Snohomish County Cities Meeting TBD
- September 17 7:00 p.m. Arts of the Terrace Juried Art Show, Library
- October 13 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- November 3 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- November 18 5:30 p.m. Snohomish County Cities Meeting TBD
- December 3 6:30 p.m. Tree Lighting Ceremony, Evergreen Playfield (*Tentative Time*)
- December 8 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace