

CITY MANAGER’S WEEKLY UPDATE

May 29, 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. 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 proclamation also temporarily restricts City Council action to items that are “necessary and routine” (such as approving minutes and vouchers) or “matters necessary to respond to the COVID-19 outbreak and the current public health emergency.” The purpose of these restrictions is to limit action on items until such time as regular public participation is possible.

The City Council’s next regular meeting is on **Monday, June 1, 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 Payment of Claims & Approval of Minutes; (3) Approval of Professional Services Agreement Amendment 1 with PND Engineers for Design of Ballinger Park Water Elements; (4) Review of Updates to Flood Hazard Regulations; and (5) Discussion of Uses for CARES Act Funds.

The City Council’s **special meeting** is on **Monday, June 8, 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) Public Hearing and Adoption of Updates to Flood Hazard Regulations; (3) Approval of Agreement for CARES Act Funding (Tentative); and (4) Review of City Council Subcommittee Recommendation for Board/Commission Members (Tentative).

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

- **City Happenings:** This week, the June [city newsletter](#) was mailed to residents and businesses in the 98043 zip code. This issue features a Letter to the Community with the city’s and community’s response to the COVID-19 pandemic. The article highlights www.KeepMLTStrong.com, a local partnership that includes the city to offer help to those in our community who need it and a place for those who would like to help to volunteer.

Information about community resources are also included with a focus on essentials such as food, utilities, social services and assistance for businesses.

- **COVID-19 Webpage Update:** Community Relations reorganized the information on its webpage www.cityofmlt.com/2060 under four categories: City News and Information, 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.

The Recreation Pavilion is closed to the public with the exception of the city's child care programs. Playground facilities are closed. Park trails, the boat launch, and fishing pier 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:** The following meetings and events have been postponed or cancelled due to the current public health emergency. Future meetings will be determined at a later date.
 - July 3 Fireworks Event – Cancelled
 - July 24-26 Tour de Terrace – Cancelled
 - August 4 National Night Out Against Crime – Cancelled
 - September 19-October 3 Arts of the Terrace Juried Art Show – Cancelled

- **CARES Act Funding:** The city's leadership team has been working with our state delegation to evaluate the potential uses of funding from the state under the CARES Act to assist the community during the pandemic. This item will be discussed at the June 1 City Council meeting with action tentatively scheduled for June 15.
- **Civic Campus Construction:** Primary construction activities this week consisted of:
 - Framing:
 - Council Chambers and lobby;
 - City Hall second floor;
 - The outer walls of the Police Station addition;
 - The outer walls of the water feature and seating walls near 58th Avenue West
 - Grading of the Town Center Plaza area and installation of drain lines
 - Installation of first floor plumbing and electrical rough-in



COMMUNITY & ECONOMIC DEVELOPMENT

- **Construction Application Restart June 1:** The city will begin accepting new construction applications and permits beginning June 1, 2020.

Due to the continued closure of City Hall, some processes will be modified, such as virtual meetings with project applicants and some electronic submittals.

To schedule an inspection at this time, a project must have had permits issued prior to March 23, 2020. Inspections are accepted only for existing, low-risk construction projects that do not require workers to be closer than six feet and which have an exposure control, mitigation, and recovery plan in place. To schedule an inspection, please call 425-775-9694.

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 May 31 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.

PUBLIC WORKS ENGINEERING & OPERATIONS

- **Final Main Street Paving & Traffic Signal Activations:** Main Street paving is complete and the new traffic signal system at the 236th/56th intersection is activated. Pavement markings will be installed and the traffic signal at Van Ry Blvd will be activated the week of June 1st. Minor construction activities, including final private property restorations, will continue in the coming weeks.

RECREATION, PARKS & PROPERTY MANAGEMENT

- **Red Cross Award:** Chris Barker and Krystin Johnson have been awarded a Lifesaving award by the American Red Cross for their response to an emergency in the pool in January. Arrangements to present the award have been put on hold due to the COVID-19 pandemic. A representative called to say they will have a virtual meeting for the presentation.

After discussing it with Regional and National Red Cross team members, Chris and Krystin were nominated by Recreation Supervisor/Aquatics, Rose Ploeg, who is an American Red Cross Instructor and Instructor Trainer.

- **Dance & Fitness:** Mountlake Terrace Recreation launched a new YouTube Channel in April, currently being used to distribute dance and fitness instructional videos. The future will see all programs uploading fun content. The excellent dance & fitness instructors, under supervision of program director Chloe Davenport, have made recordings at home that focus on the classes they were teaching before the "Stay Home" order was issued. However, others are invited to join in and stay active during this time at home too! There's a wide variety of level and style available with complete workouts organized into playlists. Currently, there are dance playlist for pre-school level dance in tap, ballet, jazz and creative dance. Dance classes for elementary school through adult include tap, ballet, lyrical and Irish step. Fitness classes with uploads include Gentle Yoga and Stott Pilates both of which are great fitness activities in small spaces. To find the channel on YouTube, go to www.youtube.com and search "Recreation Pavilion." To see the channel organized into playlists, choose a playlist option and you'll see playlists of videos labeled by class. Links to the channel are also posted on the "Mountlake Terrace Recreation and Parks" Facebook page. Be sure to subscribe and receive notifications when new videos are uploaded.

- **Ballinger Park Volunteers:** A small group of local residents held an impromptu volunteer effort over the weekend at Ballinger Park. Eight neighboring volunteers led by Dale and Helen Jeramiah removed overgrowth and pulled ivy from trees at the 55-acre park on the north shore of Lake Ballinger.
- **Mountlake Terrace Garden Club:** The Mountlake Terrace Garden Club worked at entry locations throughout Mountlake Terrace over the Memorial Day weekend cleaning out flower beds in preparation for planting over the next weekend. Park staff has set and repaired the irrigation in anticipation of the new plants. The Garden Club is looking for members to assist in running the club and maintaining the entry sites in Mountlake Terrace. The Mountlake Terrace Garden Club is a volunteer based community group that for over 20 years has annually planted flowers and maintained different sites throughout the City. If you are interested in joining the garden club or just helping out this spring please contact Parks Superintendent Ken Courtmanch at kcourtmanch@ci.mlt.wa.us or 425-776-1811.

POLICE DEPARTMENT

MONTHLY ACTIVITY								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
<i>April</i>	157	11	18	9	3	10	7	15
<i>YTD</i>	676	437	143	70	13	39	20	40

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

Weekly Patrol Synopsis

- Officers took reports from 44 additional victims of the Employment Security Department identity theft/fraud scam.
- On May 20 at 2:43 p.m. patrol responded to a theft-from-vehicle report at a residence located in the 23000 block of 56th Avenue W. The victim reported unknown suspect(s) damaging the vehicle and stealing the hub caps. Investigation continues.
- On May 21 at 9:34 a.m. patrol responded to a theft-from-vehicle report at a residence located in the 23600 block of 56th Avenue W. The victim reported unknown suspect(s) broke into her vehicle and stole miscellaneous items. Three similar reports were taken at this location. Investigation continues.
- On May 21 at 9:59 a.m. patrol responded to a theft report at a residence located in the 4100 block of 236th Street SW. The victim reported suspect(s) stole a package from his doorstep. There is no suspect information.
- On May 21 at 12:39 p.m. patrol contacted a suspicious vehicle located in the 4500 block of 224th Place SW. Investigation revealed the occupants to have warrants for their arrest. The driver was arrested and released to the custody of the originating agency for booking.

- On May 21 at 5:43 p.m. patrol responded to a theft-from-vehicle report at a residence located in the 22700 block of Lakeview Drive. The victim reported suspect(s) broke into his vehicle and stole miscellaneous property. Investigation continues.
- On May 21 at 7:31 p.m. patrol responded to a theft just occurred at a business located in the 4300 block of 212th Street SW. The suspects were located nearby in a vehicle and arrested. Charges referred to the prosecutor for filing.
- On May 22 at 2:12 p.m. patrol responded to a burglary report at a residence located in the 4000 block of 212th Street SW. The victim stated unknown suspect(s) broke into the residence and stole miscellaneous property including a large amount of jewelry. She provided a person of interest based upon assumption. Investigation continues.
- On May 22 at 2:49 p.m. patrol contacted a suspicious subject in the 23400 block of 56th Avenue W. Investigation revealed the subject to have a warrant for his arrest. The subject was arrested and found to be in possession of narcotics. Custody was transferred to the originating agency for booking.
- On May 22 at 7:55 p.m. patrol responded to a court order violation at a residence located in the 23800 block of 56th Avenue W. The victim reported her former partner, who she has a no-contact order against, had been calling and texting her repeatedly in violation of the order. Patrol contacted the suspect via telephone who acknowledged the offense and refused to turn himself in. Efforts to locate the suspect were unsuccessful. Charges forwarded to the prosecutor for filing.
- On May 22 at 9:33 p.m. patrol responded to a fraud report at a residence located in the 4700 block of 216th Street SW. The victim reported the suspect convinced him his stimulus check was frozen and to receive the funds he would need to send pin numbers from gift cards totaling \$1,000. The victim complied and later confirmed he was defrauded of the money. Investigation continues.
- On May 23 at 12:38 p.m. patrol responded to a theft-from-vehicle report at a residence located in the 4300 block of 236th Street SW. The victim reported suspect(s) broke into his vehicle and stole miscellaneous property. There is no suspect information. Officers also took a second report at the location.
- On May 24 at 10:43 a.m. patrol responded to a theft-from-vehicle report in the 4300 block of 244th Street SW. The victim discovered suspect(s) had stolen the catalytic converter overnight. There is no suspect information.
- On May 25 at 7:06 a.m. patrol responded to an assault in the 6000 block of 244th Street SW. The victim reported being homeless and living in her car with her boyfriend. The victim reported the boyfriend had attacked her for not finding free wi-fi for him. She was hit repeatedly, while he also damaged the vehicle. The victim was able to run to safety and call 911. Efforts to locate the suspect were unsuccessful. Charges referred to the prosecutor for filing.

- On May 25 at 3:49 p.m. patrol responded to an assault report at a residence located in the 6800 block of 226th Place SW. The victim reported his roommate punched him without provocation. He had visible injury to his face. The suspect was located and admitted to the incident. He was arrested for the offense and booked at the Snohomish County Jail without incident.
- On May 26 at 3:32 p.m. patrol responded to a fraud report at a residence located in the 5400 block of 212th Street SW. The victim reported her debit card being stolen and used to make unauthorized purchases by a known suspect. Investigation continues.
- On May 26 at 4:56 p.m. patrol responded to a theft-from-vehicle report at a residence located in the 7100 block of 229th Place SW. The victim reported suspect(s) broke into his vehicle and stole miscellaneous property. There is no suspect information.
- On May 26 at 7:02 p.m. patrol responded to a theft-from-vehicle report at a business located in the 4400 block of 212th Street SW. The victim reported going inside the business to pick up her order and upon returning to her car discovered her backpack containing miscellaneous items was stolen. There is no suspect information.
- On May 26 at 7:06 p.m. patrol responded to assist Child Protective Services at a residence located in the 6000 block of St Albion Way. Allegations included the parent of a young child using narcotics and the child showing signs of injury and mistreatment. Officers found the child to be in good health and without injury, the parent was sober, and no signs of narcotics use were observed. Investigation continues.
- On May 26 at 9:25 p.m. patrol responded to a theft report from a business located in the 4300 block of 212th Street SW. The victim reported a subject shoplifting meat. The subject was located nearby and arrested. Charges referred to the prosecutor for filing.

Weekly Investigations Update

- Cases Assigned
 - 20-6115 Burglary
 - 20-6226 Assault
- Cases Cleared
 - 20-5168 Sex Offense
 - 19-18154 CPS
 - 20-5104 Collision
 - 20-4766 Burglary
 - 19-16598 Theft
 - 20-1505 Theft
 - 20-5693 Assault

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.
- Three reported self-initiated community outreach contacts.
- Emphasis at Red Dragon Casino property due to homeless camping on property and heavy narcotics activity.

- Officer Sheets catching and rehoming a rabbit.



- Officer Froisland and Jax continue to be busy since certification.
- Officers visited a 5-year-old on her birthday who was unable to have a party due to current COVID-19 protocols.
- Emphasis at Library and Veterans Park due to homeless and narcotics activity.
- Emphasis at Ballinger Park due to a variety of reported issues.
- Continued response to social distancing issues with an education and voluntary compliance approach.



Code Enforcement Property of the Week

On May 21, 2020 Code Enforcement followed up on an abandoned 1985 maroon Volkswagen on private property near the 24100 block of 48th Avenue W. When Code Enforcement arrived the vehicle was inoperable with flat tires and damaged interior. A Junk Vehicle Affidavit was provided to the property owner in order to have the vehicle potentially relicensed, donated to charity or privately impounded and removed from the property.



Other Items of Interest

Officer Marshall attended and passed rifle marksman certification standards.

NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- June 10, 6:00 p.m., Coffee with the City, Recreation Pavilion (To Be Determined)
- June 23-26, AWC Annual Conference, **Cancelled** (Virtual Event)
- July 8, 6:00 p.m., Coffee with the City, Recreation Pavilion (To Be Determined)
- July 16, 5:30 p.m., Snohomish County Cities Meeting
- July 24, 25, 26, Tour de Terrace, Evergreen Playfield, **Cancelled**
- August 4, 6:00 - 9:00 p.m., National Night Out, Evergreen Playfield, **Cancelled**
- August 12, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 9, 6:00 p.m., Coffee with the City, Recreation Pavilion
- September 17, 5:30 p.m., Snohomish County Cities Meeting
- September 18, 7:00 p.m., Arts of the Terrace Awards Reception, MLT Library, **Cancelled**
- October 14, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 4, 6:00 p.m., Coffee with the City, Recreation Pavilion
- November 19, 5:30 p.m., Snohomish County Cities Meeting
- December 4, 6:30 p.m., Tree Lighting Ceremony, Evergreen Playfield
- December 9, 6:00 p.m., Coffee with the City, Recreation Pavilion

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace