

## CITY MANAGER'S WEEKLY UPDATE

### June 5, 2020

#### CITY COUNCIL MEETINGS

In order to further support social distancing and limitations on public gatherings, Governor Inslee issued [Proclamation 20-28.4](#) 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 City Council has scheduled a **special meeting 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; and (2) Public Hearing and Adoption of Updates to Flood Hazard Regulations.

The City Council's next regular meeting is on **Monday, June 15, 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) Update from Federal Lobbyist on Federal Response to Pandemic; (3) Approval of Payment of Claims & Approval of Minutes; (4) Approval of Interlocal Agreement with the Washington State Department of Social and Health Services (State of Washington) for Community Settings Respite Care; (5) Public Hearing and Adoption of 2021-2026 Six-Year Transportation Improvement Program (TIP) Ordinance; (6) Approval of Program for the use of CARES Act Funds; (7) Review of 2019 Fourth Quarter Financial Report; (8) Review and Approval of Electronic Signature Policy (Tentative); and (9) Review and Approval of City Council Subcommittee Recommendation for Board/Commission Members.

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

- **“Virtual” Coffee with the City:** Coffee with the City returns on **Wednesday, June 10** in a remote format via Zoom teleconference at 6:00 p.m. Residents, business owners and others from the community are invited to join the City Manager and Police Department leadership for a “virtual” cup of coffee and hear first-hand what's happening in the city. To participate by telephone, the call in number is 1-253-215-8782. To join via internet: (1) Go to <https://zoom.us/join>; (2) Enter meeting ID (894 3420 1448) and click “join” (you will be

prompted to install the Zoom application if you do not already have it); and (3) Enter password (983958).

- **COVID-19 Webpage Update:** Last week, Community Relations reorganized the information on its webpage [www.cityofmlt.com/2060](http://www.cityofmlt.com/2060) into four categories: City News and Information, Community Resources, Support for Businesses, and Facility Closures. The new webpages make it easier for residents and businesses to find information.
- **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:	<a href="mailto:cityhall@ci.mlt.wa.us">cityhall@ci.mlt.wa.us</a>
Code Enforcement:	<a href="mailto:codeenforcement@ci.mlt.wa.us">codeenforcement@ci.mlt.wa.us</a>
Traffic Tickets/Violations:	<a href="mailto:Violations@ci.mlt.wa.us">Violations@ci.mlt.wa.us</a>
Utility Billing:	<a href="mailto:utilitybilling@ci.mlt.wa.us">utilitybilling@ci.mlt.wa.us</a>

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.

- **Meeting and Event Cancellations:** The following meetings and events have been cancelled due to the current public health emergency. Future meetings will be determined at a later date.
  - June 8 Planning Commission Meeting - Cancelled
  - June 9 Recreation & Parks Advisory Commission Meeting - Cancelled
  - June 16 Arts Advisory Commission Meeting - Cancelled
  - 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 federal and 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 was discussed at the June 1 City Council meeting with further consideration at the June 15 meeting. The public can provide input prior to the meeting by emailing the city at [cityhall@ci.mt.wa.us](mailto:cityhall@ci.mt.wa.us).
- **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 58<sup>th</sup> 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**

- At its June 1 meeting the City Council was briefed on proposed updates to the city's flood hazard regulations. The updated regulations and the current Flood Insurance Rate Maps (FIRMs) issued by the Federal Emergency Management Agency (FEMA) must be adopted and in effect by June 19, 2020 in order for the community to be eligible for FEMA's Flood

Insurance Program. **A Special Meeting will be held on Monday, June 8 at 7:00 p.m. to hold a public hearing and consider an ordinance to update the regulations prior to the deadline. The meeting will be held remotely via Zoom teleconference and telephone.**

If the public would like to listen in via telephone, the call in number is 1-253-215-8782. To watch the meeting over the internet, follow these steps: (1) Go to <https://zoom.us/join>; (2) Enter meeting ID (812 6781 3356) and click "join" (you will be prompted to install the Zoom application if you do not already have it); and (3) Enter password (06082020).

To testify at this public hearing, please use the "hand raise" tool within the Zoom program or press \*9 if you are participating via phone. These actions will notify the City Council that you would like to testify. When called upon, you will be unmuted by the city and asked to state your name and address for the record. You will have up to five minutes to speak. (You may also be asked to spell your name for the written record.)

If you are unable to testify online or via telephone, written comments will be accepted until June 8, 2020 at 4:00 p.m. Please email your written testimony to [cityhall@ci.mlt.wa.us](mailto:cityhall@ci.mlt.wa.us) or mail to the attention of the City Clerk, 6100 219<sup>th</sup> Street SW, Suite 200, Mountlake Terrace, WA 98043. **Written testimony must be received by 4:00 p.m. on Monday, June 8, 2020 to be included in the record.** For more information on the floodplain regulations update, contact Senior Planner Edith Duttlinger at (425) 744-6279 or [eduttlinger@ci.mlt.wa.us](mailto:eduttlinger@ci.mlt.wa.us).

- **Construction Application Restart June 1:** The city is now accepting new construction applications as of June 1, 2020. Due to the continued closure of City Hall, some processes have been 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. Inspection requests are accepted only for 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 July 28, 2020 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](mailto:utilitybilling@ci.mlt.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 236<sup>th</sup>/56<sup>th</sup> intersection is activated. Pavement markings were installed and the traffic signal at Van Ry Blvd was activated. Minor construction activities, including final private property restorations, will continue in the coming weeks.

## **RECREATION, PARKS & PROPERTY MANAGEMENT**

- **Aquatics:** Preparation is underway for reopening the Recreation Pavilion. Aquatics and the Clerical staff established traffic patterns through the lobby and pool deck to enhance social distancing. Staff continue to participate in Webinars and Zoom meetings with the State Health Department, CDC and WRPA Aquatics Network and Association of Aquatic Professionals. Aquatic staff is looking at both Phase 3 and Phase 4 programming and how this can be done safely.
- **Youth Programs:** The Mountlake Terrace Recreation and Parks childcare program received a Covid-19 Child Care Grant through the Department of Children, Youth and Families, for \$11,500 for use in the childcare programs. This grant allows the program to continue to offer care to essential employees during these challenging times. If you are an essential worker and need childcare, email [rnorton@ci.mlt.wa.us](mailto:rnorton@ci.mlt.wa.us) for registration information.
- **State Grants Submitted:** The Mountlake Terrace Recreation and Parks department submitted five different applications for park improvement projects. Grant applications totaled \$2.11 million. Funding, if received, will pay for renovation of the Evergreen Playfield Complex Tennis Courts, Evergreen Field #3, and the Restrooms/Concession stand. It would also fund pathways and a viewing platform in the west side of Ballinger Park. Staff will now focus on the presentations to the scoring panels, which will take place at the end of June.
- **The Mountlake Terrace Garden Club:** The Mountlake Terrace Garden Club planted flowers at numerous locations throughout the city over the weekend to beautify entry points into Mountlake Terrace. 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, please contact Parks Superintendent Ken Courtmanch at [kcourtmanch@ci.mlt.wa.us](mailto:kcourtmanch@ci.mlt.wa.us) or (425)-776-1811.



**POLICE DEPARTMENT**

MONTHLY ACTIVITY								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
<b>MAY</b>	275	65	37	9	1	5	1	21
<b>YTD</b>	951	502	180	79	14	44	21	61

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

**Weekly Patrol Synopsis**

- There were four reported verbal domestic incidents this week.
- There were 12 reports of Identity Theft this week. All of these cases were related to an employment benefit scam that originated from out of the country.
- On May 27, officers responded to the 7000 block of 220<sup>th</sup> Street SW for a vehicle prowl report. While parked in front of a local business the victim's vehicle window was broken out and several tools were stolen.
- On May 27, officers responded to the 22900 block of Lakeview Drive for an assault report. Upon arrival, officers contacted a female victim who stated that she was punched and choked by her boyfriend. The suspect had left the scene. Police contacted the suspect via a phone call. He denied any involvement in the assault. Based on the victim's statements and physical evidence, the suspect was issued a citation for assault.
- On May 27, officers responded to the 22700 block of 72<sup>nd</sup> Place W. for a death investigation. An 82-year-old female passed away from what appeared to be natural causes.
- On May 28, officers responded to the 23900 block of 54<sup>th</sup> Avenue W. for a hit-and-run report. Upon officers' arrival they found a vehicle with severe damage and received reports that an intoxicated male was seen walking away from the area. The suspect was eventually identified; the investigation is ongoing.
- On May 28, a vehicle prowl was reported in the 21600 block of 55<sup>th</sup> Avenue W. An unknown person stole a cell phone and charger from a vehicle overnight. No suspects or leads at this time.
- On May 28, officers responded to the 23200 block of 65<sup>th</sup> Place W. for a report of a child assault. Officers met with Child Protective Services at the scene on a report that a child was kicked. Further investigation revealed that there was no probable cause for any assault.
- On May 28, Officer Froisland and K9 Jax assisted the Marysville Police Department with a drug search of a vehicle.

- On May 30, officers responded to the 5600 block of 244<sup>th</sup> Street SW for a robbery. It was reported that a male forced a female into a vehicle with the intent to rob her. The female victim stated that when the vehicle slowed to a stop she was able to escape. This case has been assigned to detectives.
- On May 30, officers responded to a reported suicide at the 4800 block of 241<sup>st</sup> Street SW. Upon arrival, officers found a deceased adult male with what appeared to be a self-inflicted gunshot wound. Detectives were called out to investigate.
- On May 30, officers responded to the 23400 block of 55<sup>th</sup> Avenue W. for a report of a subject who reportedly smoked OxyContin pills and was now unconscious and had no pulse. Officers arrived and administered two doses of Narcan. The subject regained consciousness and was transported to Swedish Edmonds Hospital.
- On May 31, an unknown subject smashed the window out of a vehicle parked at the 4800 block of 236<sup>th</sup> Street SW. No suspects or leads.
- On May 31, a vehicle prowler was reported in the 7100 block of 220<sup>th</sup> Street SW. A wallet was stolen from a vehicle overnight.
- On June 1, a Tommaso 10-speed bike was stolen from the 23500 block of Lakeview Drive.
- On June 1, officers responded to the 6100 block of St. Albion Way for an assault with a weapon call. Upon arrival, officers contacted the female victim and her child who reported that a female neighbor pointed a handgun at her and made a statement instructing the victim to leave the country. The victim was scared for herself and her child and believed the threat was legitimate. The suspect was contacted and detained for questioning and voluntarily turned over a handgun. The suspect then refused to answer any further questions. The suspect was booked into the Snohomish County Jail on charges of a hate crime. Detectives arrived and applied for an Extreme Risk Protection Order (ERPO) to retrieve additional firearms located in the suspect's residence. The ERPO was granted and the residence was searched.
- On May 2, a burglary in progress was reported at a construction site. Upon arrival, officers contacted a subject who was hiding in some nearby bushes. Next to the subject was approximately \$3,000 worth of copper wire that was confirmed to be property of the contractor. The subject was arrested and booked into jail for commercial burglary.

### **Weekly Investigations Update**

- |                               |                        |
|-------------------------------|------------------------|
| • <u>Cases Assigned</u>       | • <u>Cases Cleared</u> |
| • 20-6495 Rape                | • 20-6551 Hate Crime   |
| • 20-6479 Kidnapping          | • 20-6317 Theft        |
| • 20-6551 Assault 2/Hate      | • 19-18154 CPS         |
| • 20-6115 Burglary            | • 20-5104 Hit & Run    |
| • 20-6493 Death Investigation | • 20-4164 Fraud        |

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

Due to the COVID-19 Pandemic, officers are practicing social distancing and community outreach has been limited to protect the community and officers from the virus. Officers are still responding to all dispatched calls and taking care of residents in need.

- Sgt. Moss conducted an extra security patrol of First Security Bank 6920 220<sup>th</sup> Street SW. A homeless male was located in a parking garage and removed from the property.
- Sgt. Moss contacted a homeless male sleeping in his car at the Lake Ballinger boat ramp. The man did not need anything, other than some sleep.
- During a vehicle prowl report, Officer Johnson transported the victim to her residence to retrieve a spare key, then transported her back to the vehicle location.
- Officer Rodgers talked to a resident about parking problems and helped them understand some laws concerning private property.
- Continued checks of Lake Ballinger Park as the good weather this week led to more people out enjoying the park.
- Continued checks of Red Dragon for homeless encampments.
- Sgt. Pickard handed out stickers to two young kids who were learning to ride bikes with the help of their parents in a parking lot.
- Officers Jones and Krahn provided a gas can and gas to a stranded driver who was out of gas and attempting to fill water bottles with gas in the area of 234<sup>th</sup> and 56<sup>th</sup>.
- Veterans Park foot patrol contacted six homeless subjects and spoke to them about trash accumulations.

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

Code Enforcement received a complaint of a property having junk and debris, and someone living in an RV parked in the back yard near the 4500 block of 224<sup>th</sup> Place SW. On May 28, 2020, Code Enforcement was allowed access to a neighbor's property and were able to observe multiple piles of garbage, a junk vehicle and an RV parked within three feet of a structure in addition to other code violations.

Code Enforcement issued a civil notice listing multiple violations to address the situation. Code Enforcement will continue to follow up with the property until no further violations exist.



**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 (Virtual via Zoom)
- 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