

CITY MANAGER'S WEEKLY UPDATE

January 22, 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 work/study session is on **Thursday, January 28, 2021 beginning at 7:00 p.m. via telephone and internet**. The agenda includes: (1) Recognition of City Attorney Greg Schrag; (2) Introduction of Willow Glenn Preliminary Fee Simple Unit Lot Subdivision; (3) Review of City Department Performance Measures for July-December 2020: a. Recreation, Parks, and Property Management; b. Community and Economic Development; c. Public Works/Engineering Services and Operations; d. Organizational Development and Information Services; and e. City Council/City Manager/Community Relations; (4) Review of 2021 Lodging Tax Advisory Committee Appointments (Tentative); and (5) Approval of City Attorney Contract.

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) Appointment of 2021 Lodging Tax Advisory Committee (Tentative); (3) Review of Initial 2020 Year-end Finances and Six-Year Financial Forecast; and (4) Review of PUD Pole Attachment Agreement (Tentative).

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

- **City Holds Virtual Grand Opening for Van Ry Boulevard:** Several dozen city leaders, community members, and guests celebrated the virtual grand opening of "Van Ry Boulevard" in Mountlake Terrace on January 22. "Van Ry Boulevard" is a new public roadway named after the city's retired Engineering Services Director, Willem Van Ry, who served the city from 1974-2014. Van Ry Boulevard connects 244th Street SW and 236th Street SW through Gateway Place business park and the new Terrace Station mixed-use development adjacent to Interstate 5.

The virtual event included remarks from the Mayor and City Council, former Mountlake Terrace City Manager John Caulfield, current City Manager Scott Hugill, City Engineer Jesse Birchman, and representatives from Sierra Construction, Lake Union Partners, and Rainier Pacific Properties. Mr. Van Ry provided his memories of the Mountlake Terrace community of the 1960s and 1970s and how it has evolved over the decades into the transit-oriented community envisioned long ago.

The actual cutting of the ribbon occurred on January 16, and the recording of the January 22 event held via Zoom can be found [here](#).



This picture was created from a set of photos taken with participants following COVID-19 distancing protocols as shown in the inserted photos.



This photo shows the actual ribbon cutting that took place on January 16.

“The city is proud to name this roadway after Mr. Van Ry, a respected and dedicated public servant whose life’s work was to take care of the roads and infrastructure used by our residents and visitors each day,” stated Mayor Kyoko Matsumoto Wright.

CITY CLERK AND COMMUNITY RELATIONS

- **Healthy Washington — Roadmap to Recovery:** On January 11, the state rolled out “Healthy Washington — Roadmap to Recovery,” a COVID-19 phased recovery plan.

Each region begins in Phase 1 and a region's phase is determined by the Department of Health in response to four metric requirements. Phase 1, for the most part, aligns with restrictions current in place for most counties today, with a few key exceptions. Indoor fitness and outdoor entertainment, for example, were both previously prohibited, but will now be permitted with restrictions. To go forward from Phase 1 to Phase 2, regions must meet the metrics as described on the [state's “Roadmap to Recovery” webpage](#).

- **City Hall Move Preparation:** Staff continues to plan for the upcoming move to the new Civic Campus tentatively scheduled for late February. A citywide mailing is planned that will include the new location address as well as updated city emails. The city will be working with a selected moving companies in the coming weeks to inventory furniture and items that will be moved. The RFP process closed on January 22.
- **Closure of Northbound I-5 for Night Work:** As early as Friday, January 22, Sound Transit's contractor will close the I-5 Northbound lanes at Exit 177/SR 104 where traffic will be detoured to Highway 99. The closure is necessary to perform work for the Lynnwood Link Light Rail extension section crossing I-5. Southbound I-5 will remain open through the work area. Work performed will be along the northbound shoulder as well as in the center median of I-5 near the Mountlake Terrace Freeway station. This work will be done at night during the following times:
 - Friday, January 22, through Saturday, January 23, 11:00 p.m. - 6:00 a.m.
 - Saturday, January 23, through Sunday, January 24, 11:00 p.m. - 6:30 a.m.
 - Sunday, January 24, through Monday, January 25, 11:00 p.m. - 4:30 a.m.

For more information, contact Sound Transit's Sr. Community Engagement Specialist: Rhonda Dixon, (206) 370-5569 or rhonda.dixon@soundtransit.org. After-hours construction hotline: 1-888-298-2395.



- **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 7:00 a.m. to 2:30 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@ci.mlt.wa.us
- City Hall – General: (425) 776-1161 | cityhall@ci.mlt.wa.us
- Code Enforcement: (425) 744-6254 | codeenforcement@ci.mlt.wa.us
- Non-Emergency Police/Fire: (425) 407-3999 (Call 9-1-1 if emergency)
- Recreation Pavilion: (425) 776-9173 | mltrecreation@ci.mlt.wa.us
- Traffic Tickets/Violations: (425) 744-6228 | violations@ci.mlt.wa.us
- Utility Billing: (425) 744-6214 | 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.

PUBLIC WORKS/ENGINEERING SERVICES

- **How to Safely Get Rid of Household Hazardous Waste:** With the new year, many residents may be planning to clean out their homes and garages. To help safely dispose of hazardous household waste such as pesticides, paints, solvents, cleaners, and other toxics, information and links for disposal options are now posted on the [city stormwater webpage](#).

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 	<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 	<ul style="list-style-type: none"> • Civil • Commercial/Multi-Family Building • Fire Alarm • Fire Sprinkler • Land Use • Low Voltage Electrical, Commercial

<ul style="list-style-type: none"> ○ Window Replacement (Only) Permit 	<ul style="list-style-type: none"> ● 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"> ● New Construction or Addition ● Plumbing/Electrical/Mechanical Plan Review ● Single Family Building Addition or Remodel ● Tenant Improvement
<p>*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.</p>		

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@ci.mt.wa.us or (425) 744-6214 or to make payment arrangements, if they are unable to pay at this time.

RECREATION, PARKS & PROPERTY MANAGEMENT

- **Dance & Fitness:** Dance Program Director Chloe Davenport participated in marketing training last week to support outreach for the Dance & Fitness programs. This program will help with marketing classes specifically directed to Dance Programs. This training and subsequent marketing will certainly benefit the Fitness programs and the entire Pavilion when new participants join.
- **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.
- **Job Opportunities:** Youth programs have multiple positions available ranging from part-time to full-time. These positions are working with children in the distanced learning childcare programs. For more information please visit www.cityofmlt.com or call (425) 640-3102.
- **Remote Learning:** Numbers are beginning to pick up in our 3rd-6th grade program and we still have plenty of availability to take more students. For information about childcare during distanced learning, email childcare@mltwa.gov.
- **KR/Preschool:** We have been getting a lot of interest in both Kindergarten Readiness and Preschool classes and have added more students this week. Full-time preschool has limited availability. For information about preschool programs, email childcare@mltwa.gov.
- **Evergreen Playfield:** The Evergreen Playfield turf renovation project began this week. 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. 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

- On January 13, patrol responded to a theft-from-vehicle report at a residence located in the 21500 block of 56th Avenue W. The victim reported unknown suspect(s) broke into his vehicle overnight and stole miscellaneous property.

- On January 13, patrol responded to a theft at a residence located in the 6600 block of 228th Street SW. The victim reported unknown suspect(s) stole a package from his doorstep.
- On January 13, patrol responded to a fraud report at a residence located in the 4800 block of 228th Street SW. The victim reported unknown suspect(s) defrauded him of his personal and financial information.
- On January 13, patrol responded to a hit-and-run collision in the 23400 block of 48th Avenue W. The victim reported an unknown suspect struck and damaged fencing, and then fled the scene.
- On January 13, patrol responded to a domestic disturbance at a residence located in the 22300 block of 59th Place W. The resident reported his girlfriend was angry with him and attacked him, causing visible injury to the resident. The suspect was arrested and booked at the Snohomish County Jail without incident.
- On January 13, patrol responded to a theft-from-vehicle report at a residence located in the 6200 block of 226th Street SW. The reporting person confronted the unknown suspect prowling the victim's vehicle. The suspect fled in a vehicle and could not be located.
- On January 14, patrol responded to a harassment report at a residence located in the 6700 block of 232nd Place SW. The victim reported a neighbor was harassing him with a laser and indicated a long history of similar types of harassment. The neighbor was contacted, yet uncooperative. The case has been forwarded to the city prosecutor for review and charging.
- On January 15, patrol responded to a theft-from-vehicle report at a residence located in the 23800 block of 59th Place W. The victim reported unknown suspect(s) broke into her vehicle and stole her wallet. Her credit cards were used to make unauthorized purchases at nearby businesses. Investigation continues.
- On January 15, patrol responded to a behavioral health report where a resident was experiencing a violent episode and was suicidal. The resident was taken into protective custody and released to the hospital for an evaluation.
- On January 15, patrol located a suspicious vehicle abandoned in the 4900 block of 238th Place SW. Investigation revealed the vehicle was reported as stolen. The owner was contacted and retrieved his vehicle.
- On January 15, patrol contacted a subject in the 5900 block of 232nd Street SW. He was arrested for multiple warrants and booked into the Snohomish County Jail without incident.
- On January 16, patrol responded to a vehicle theft from a residence located in the 5800 block of 236th Street SW. The victim reported leaving his vehicle unattended while warming it up and upon returning discovered unknown suspect(s) had stolen it.

- On January 16, patrol contacted suspicious subjects at a business located in the 24200 block of Van Ry Boulevard. Both subjects were found to be in possession of narcotics paraphernalia. The paraphernalia was seized and the suspects were released with a warning.
- On January 16, patrol responded to a domestic disturbance at a residence located in the 6200 block of St. Albion Way. No crime reported.
- On January 16, patrol responded to a behavioral health report at a residence located in the 4400 block of 212th Street SW. The resident explained he was depressed and was contemplating suicide. The resident was taken into protective custody and transported to the hospital for an evaluation.
- On January 17, patrol responded to a report of suspicious circumstances at a residence located in the 24200 block of 54th Avenue W. Investigation revealed unknown suspect(s) shot a firearm into the victim's residence. Evidence was recovered and investigation continues.
- On January 17, patrol responded to a domestic disturbance at a residence located in the 6400 block of 234th Place SW. No crime reported.
- On January 17, patrol responded to a domestic disturbance at a residence located in the 5300 block of 241st Place SW. The residents were uncooperative, and no crime was reported.
- On January 17, patrol stopped a vehicle for defective equipment in the 21200 block of 52nd Avenue W. Investigation revealed two individuals in the vehicle had warrants for their arrest. The driver was unlicensed and restricted to an ignition interlock device, which the vehicle was not equipped for. Both subjects were arrested and booked at the Snohomish County Jail without incident.
- On January 18, patrol responded to a vehicle theft report at a residence located in the 24200 block of 52nd Avenue W.
- On January 18, patrol responded to a report of a suspicious person at a residence located in the 22800 block of Lakeview Drive. A subject was found wearing few clothes and experiencing a mental health episode. She was taken into protective custody and transported to the hospital for an evaluation.
- On January 18, patrol contacted a suspicious person at a residence located in the 24200 block of 54th Avenue W. Investigation revealed him to have multiple warrants for his arrest. He was arrested and booked at the Snohomish County Jail without incident.
- On January 18, patrol responded to a malicious mischief complaint at a residence located in the 23400 block of 52nd Avenue W. The victim reported unknown suspect(s) had broken out her vehicle windows.
- On January 18, patrol responded to a theft report at a business located in the 4300 block of 212th Street SW. The reporting person stated two suspects stole a large quantity of cold medication. Investigation continues.

- On January 18, patrol responded to a theft report at a residence located in the 5200 block of 240th Street SW. The victim reported unknown suspect(s) had stolen an expensive bicycle. Neither the bike nor suspect(s) were located.
- On January 19, patrol responded to a theft-from-vehicle report in a parking lot located in the 21900 block of Highway 99. The victim reported unknown suspect(s) broke into the vehicle and stole unidentified property.
- On January 19, patrol responded to a mail theft at a residence located in the 23900 block 46th Avenue W. The victim reported unknown suspect(s) stole her mail.
- On January 19, patrol responded to a domestic disturbance at a residence located in the 23500 block of Lakeview Drive. No crime reported.

Weekly Investigations Update

- Cases Assigned
 - 21- 777 Weapons Violation
- Cases Cleared
 - 20-14222 Fraud
 - 20-14124 Death Investigation
 - 20-14267 Suspicious
 - 20-10659 Theft
 - 20-13996 Fraud
 - 20-9829 Burglary
 - 20-13574 Fraud

Community Outreach & Directed Enforcement

- Patrol emphasis at 21700 block of 51st Avenue W.
- Patrol emphasis at 5600 block of 220th Street SW.
- Patrol emphasis at Veterans Park and Library.
- Patrol emphasis at 6000 block 244th Street SW.
- Patrol emphasis at 4400 block of 212th Street SW.
- 23 self-initiated community outreach contacts.
- Traffic emphasis at 5200 block of 220th Street SW.
- Traffic emphasis on Lakeview Drive.
- Officer O'Hagan worked with a homeless individual and provided items from the outreach program (see the photo on the right).



Other Items of Interest

- Several officers completed their annual Crisis Intervention refresher.
- Several employees have completed their periodic first aid and CPR recertification.
- Officer M. Sheets has been completing advance course work in preparation for in-person Taser Instructor certification next month.
- Officer candidate Martin Look was extended and accepted an updated offer of employment.

Code Enforcement Property of the Week

On January 6, Code Enforcement followed up on a property complaint involving junk or inoperable vehicles, stored on commercial property located near the 23000 block of 56th Avenue W. When Code Enforcement arrived they observed two vehicles parked in spaces reserved for customers. One vehicle had two flat tires, and both vehicles had an expired licenses of more than 30 days. There was also an abandoned mattress on the property.

Code Enforcement issued a civil Notice of Violation to the property owner(s) and registered owners of the vehicles, and will continue to follow up.



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: 011321
- 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