

CITY MANAGER'S WEEKLY UPDATE December 17, 2021

CITY COUNCIL MEETINGS

In order to limit the spread of COVID-19, the city continues to follow Governor Inslee's [Proclamation 20-28](#) by holding City Council meetings virtually (online), via Zoom.

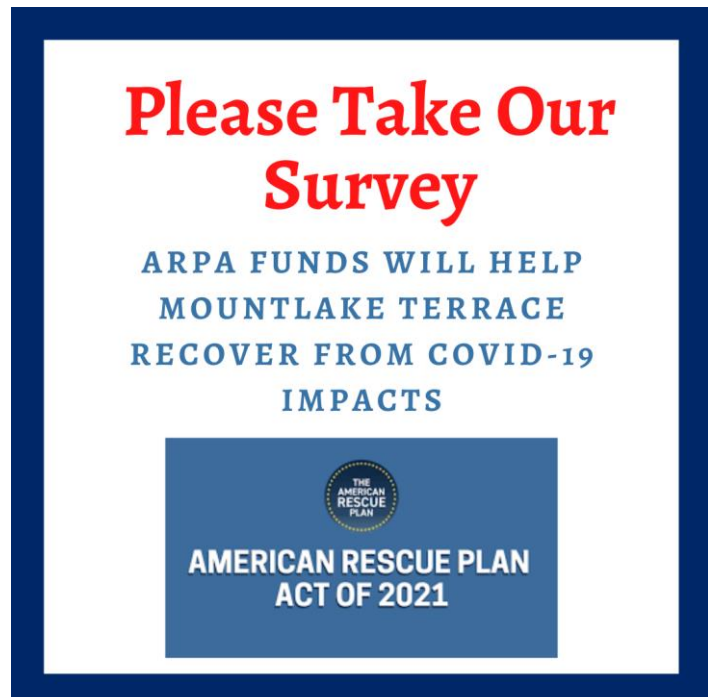
The City Council's **Monday, December 20 meeting** ([Meeting link](#) | Passcode 122021), beginning at 7:00 p.m., via telephone and internet, agenda includes: (1) Cancellation of December 30, 2021 City Council Work/Study Session; (2) Approval of City Council Subcommittee Recommendation for Interim Recreation & Park Advisory Commission Members Appointment; (3) Approval of Professional Services Agreement with The Johnston Group; (4) Approval of Professional Services Agreement with Gordon Thomas Honeywell Governmental Affairs; and (5) Public Hearing and Adoption of Mid-Biennial Budget Modification Ordinance.

The City Council's **Thursday, December 30 work/study session**, is anticipated to be **cancelled** due to the New Year's holiday being recognized on Friday, December 31, with city offices closed that day.

CITY CLERK AND COMMUNITY RELATIONS


- **City Seeks Input on Use of Pandemic Aid:** Earlier this year, Congress passed the American Rescue Plan Act (ARPA), and the City of Mountlake Terrace is eligible to receive almost \$6 million in federal funds. The ARPA program will provide \$350 billion in emergency funding for state, local and tribal governments to address rising costs and falling revenues resulting from the COVID-19 pandemic. Input from residents and businesses is desired to help the City Council decide how these funds can best help our community. Please take the [new online survey](#), which lists examples of approved uses for the funding, and rank the categories most important to your household or business. The survey also includes space to share new ideas for the funding.

The survey is open now through Sunday, January 2, 2022, and the City Council will receive an update on the number of responses at their January 3 meeting. To access the survey or for more information, visit www.cityofmlt.com/ARPAsurvey or contact cityhall@mltwa.gov, 425-744-6206.



**Please Take Our
Survey**

ARPA FUNDS WILL HELP
MOUNTLAKE TERRACE
RECOVER FROM COVID-19
IMPACTS

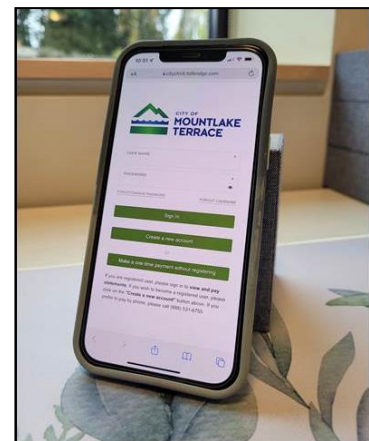

AMERICAN RESCUE PLAN
ACT OF 2021

- **City Offices To Close For Holidays:** City offices will be closed Friday, December 24, in recognition of the Christmas holiday on Saturday. This closure includes City Hall, Police Station and Recreation Pavilion.

The Recreation Pavilion will be on a modified schedule for winter break from December 20-30. The facility will close December 24, 25, and 31, along with New Year's Day. Additionally, the pool, spa and sauna are closed January 7 for staff training. For additional details, please visit www.mltrec.com. Similarly, city offices will be closed December 31, in observance of New Year's Day, which falls on a Saturday for 2022. Between now and early January, please consider taking the [community satisfaction survey](#) and [the separate survey about how best to use the city's share of funds from the American Rescue Plan Act](#).

- **New Utility Bill Online Access With Autopay:** Mountlake Terrace utility customers can access their water/sewer/stormwater bill [online](#) and set up automatic payments and more. This new service also offers payment notifications by text, email and phone. In addition, there is no fee for online payments made through the new vendor, Output Services Group (OSG).

Additional online features include the ability to view usage and billing history, and are expected to roll out in the near future. Residents who prefer to pay by telephone, mail or the drop box at City Hall still have those options.



- **Utility Repayment Program:** Customers who have fallen behind on utility payments during the pandemic have the opportunity to sign up for a repayment plan to avoid termination of services. They are encouraged to get in touch before December 17, to allow time for processing. The city also is looking into using federal stimulus dollars to assist customers who were financially impacted by the pandemic with their utility bills.

The 18-month timeline allows an additional year of grace beyond what is required by the state Legislature. For about 19 months, the city has followed the state's temporary rules against shutting off water for nonpayment. Those rules expired at the end of September, and cities around the state have been making plans to resolve utility debts. By law, the city is obligated to recoup the costs of water service and cannot "gift" city dollars for that purpose. The repayment program is a carefully considered solution designed to help customers get back in good standing while avoiding water shut-off. If a customer does not make these arrangements, the city's next option is to seek a lien on the property for the unpaid amount.

Customers who enroll in the repayment program and keep up with their plan may become eligible for future financial assistance from the city's share of the federal American Rescue Plan Act (ARPA) of 2021. For more information, or to enroll in repayment, please contact the Utility Billing Department at utilitybilling@mltwa.gov or 425-744-6214.

- **Best of 425 Contest:** Have you voted in the [425 Magazine](https://425magazine.com) “Best of 425” contest? Mountlake Terrace restaurants, businesses and attractions are eligible! Voting ends January 14, 2022. To vote or to receive more information, visit <https://vote.425magazine.com/>.



- **New Tree Displayed in Jerry Smith Town Center Plaza:** A wireless carrier project at Jack Long Park resulted in the cancellation of the lighting of the tree atop the water tower this year. However, on December 3 the city installed a 20-foot artificial tree in the Jerry Smith Town Center Plaza at 23204 58th Avenue W. We hope to have an in-person Tree Lighting Ceremony next year when the pandemic is behind us.

Thanks to the following businesses who provided funding to purchase the tree: AFCO & Sons (Yuko Abe), David Blau/B Squared Construction, Chicago Title, Steve Cox, First Security Bank, Grand Pere Bakery, Wade Heyer, Steve Hubner, Lake Cushman Company, Landsverk Quality Homes, Mustach & Jackson, Mountlake Terrace Plaza, Sound Structural Solutions and Summit Homes.



More photos of the new tree are on the city's social media: [City of Mountlake Terrace Government](#) on Facebook, and “CityofMLT” on [Instagram](#) and [Twitter](#).

- **Update on City Hall Reopening:** With the continued high level of COVID-19 cases and hospitalizations, combined with the contractor continuing to complete the list of items to finish the project, City Hall and the Police Station remain closed to the public for in-person business with the exception of appointments related to specific services. The city will continue to monitor health recommendations from the county and state and plan for reopening for in-person services once the City Hall project is completed and health precautions allow.
- **Small Business Flex Fund Loans:** On June 30, a program was launched for small business owners and nonprofits across Washington to apply for low interest loans of up to \$150,000 supported by the Washington State Department of Commerce. The fund is a public-private partnership aimed at helping small businesses and nonprofits (particularly those in low-income communities) recover and grow as communities across the state reopen for business. Find more information [here](#).

- **Vaccine Information:** Department of Health has a [web tool](#) to help you find a vaccination appointment by entering your zip code. It looks at various scheduling options from multiple providers to find an appointment easier and is available in multiple languages (see upper right corner to change to another language besides English). All Washington residents over 12 are eligible for the vaccine. For information or to make appointments, call the Snohomish Health District at 425-339-5278.

Below are vaccine resources and more information:

- [Vaccine Information From Centers for Disease Control](#)
 - [Snohomish County COVID Vaccine Information](#)
 - [Snohomish County Vaccine Access Information](#)
 - [Washington State Department of Health Vaccine Information](#)
 - [Centers for Disease Control COVID-19 Questions and Answers](#)
 - [Snohomish Health District COVID-19 Questions and Answers](#)
- **Public Access to City Facilities:** With indoor mask mandates back in place, the city is postponing plans to open City Hall for in-person appointments.

The Recreation Pavilion hours are Monday-Thursday, 5:45 a.m.-8:30 p.m., Friday 5:45 a.m.-6:30 p.m., and Saturday 8:00 a.m.-12 p.m. The facility is not open on Sunday. Email mltrecreation@mltwa.gov or call 425-776-9173 to register or get more information about our programs. Athletic fields are open by reservation only and with appropriate safety plans. Park trails, off-leash dog park, tennis courts and basketball court are open. 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 at the station or mailed. Utility payments may be placed in the drop box at City Hall, mailed, or paid [online](#).

COMMUNITY & ECONOMIC DEVELOPMENT

- **Issuance of Civil Site Construction Permits for Five Townhomes:** A townhome project by West Coast Building, Inc. of Arlington will soon begin construction at at 5406 234th Street SW. The work will begin with grading and utilities; a final plat recording for the subdivision is needed prior to building permits being issued for further construction.
- **Permits:** Until the city re-opens for in-person services, [permit applications](#) are accepted through a 'no-contact' procedure. Permit processing times have increased due to compliance with COVID mandates. Call 425-775-9694 to schedule an inspection and have your permit number and address ready. During your work, permits must be on-site, workers must following COVID-19 protocols, and contractors must have a developed exposure control,

mitigation, and recovery plan (Department of Labor & Industries will enforce requirements for contractors to comply). Please email Permitspecialist@mltwa.gov with questions.

- **Interactive Map:** View the [interactive map](#) showing all development projects currently happening in the city. Project PDF pages can be viewed by either clicking on numbers in the map or their names on left side of the map.

RECREATION, PARKS & PROPERTY MANAGEMENT

- **Now Hiring!** Click [here](#) to see available job opportunities:
 - **Dance Academy:** The Dance Department is hiring experienced dance instructors. Creative Children's Dance, Pre-Ballet, and Jazz, Lyrical and Tap instructors are needed and can be integrated into the second semester schedule after a successful interview and teaching a trial class. [Click here to see open positions](#) or contact Dance & Fitness Program Director Chloe Davenport at 425-640-3107 or cdavenport@mltwa.gov.
 - **Youth Programs:** The Youth Programs Department is hiring Before and/or After School Site Leads and Assistants. We are seeking dedicated, responsible, fun and caring individuals to help bridge the school day for our youth. More information is [online](#) or contact Mark Haug at mhaug@mltwa.gov or Danielle Ladd at dladd@mltwa.gov.
 - **Aquatics:** We are hiring part-time Lifeguards and Swim Instructors. As everything opens up more, staff will be needed to offer more programs on weekends. To be a Lifeguard, candidates must hold a current Lifeguarding Certification and enjoy working with all ages of people. Swim Instructors are trained in house, these candidates must enjoy the water and working with children. Apply [online](#).
 - **Athletics:** We are looking for gym attendants! Contact Danielle Ladd at 425-640-3105 or dladd@mltwa.gov.
 - **Part-Time Front Desk:** The Recreation Pavilion front desk is hiring! We currently have a ¾ time benefitted position available as well as non-benefitted positions. See available [job opportunities](#) or contact Renee Norton at 425-640-3108 or rnorton@mltwa.gov.
 - **Lifeguards and Swim Instructors:** Aquatics continues to hire part-time Lifeguards/Swim Instructors. As we continue to offer more programs we need staff to make this happen. If you enjoy working with all ages of people and want to learn how to teach a lifelong safety skill, this is for you! To be a Lifeguard/Swim Instructor, candidates must hold a current Lifeguarding Certification, American Red Cross is preferred, other agencies will be accepted. For those who do not hold a Lifeguard Certification, you can be trained as a Swim Instructor, Instructors are trained by Aquatic Leadership staff, candidates must enjoy the water and working with children. Applications can be submitted [online](#).
 - **Parks Maintenance:** Part-time parks maintenance help is needed! Help keep our parks clean with weekend and weekday hours. Applications can be submitted [online](#).

- **Annual Giving Tree:** [The Recreation and Parks Department](#) hosted a Giving Tree to collect gifts for families in need. Thanks to our generous community and customers, many children will have new toys and gifts to unwrap this holiday season. This event also provided families with diapers and household items such as dish soap, laundry and bathing supplies. The Giving Tree is coordinated in partnership with [Pioneer Human Services](#).
- **Dance Quarterly:** Registration is open for the Winter Session starting January 3. Quarterly dance has preschool aged Creative Dance and Pre-Ballet. The Teen Adult Program for ages 15 and older includes beginning and Intermediate Tap classes and Open Level Ballet. On-site drop in is available for Teen/Adult programs if the class has space. For more information contact Chloe Davenport at 425-640- 3107 or cdavenport@mltwa.gov.
- **Fitness Quarterly:** Registration is open for Winter Session starting January 3. Get into a routine to stay active and upbeat all winter! As the daylight gets shorter, a regular indoor fitness program is ideal for your metabolism and mood. Check out the [fitness webpage](#) to see class descriptions and to register. There is a variety of options including Yoga, Tai Chi, Stott Pilates and Personal Training. View more information in the DASH database or contact Chloe Davenport at 425-640-3107 or cdavenport@mltwa.gov.
- **HappyFeet Soccer Winter Quarter:** HappyFeet Soccer registration is now open. The winter session begins mid-January. This soccer program is designed for children ages 2 ½ up to 10. Class happens on Sundays, January 23 through February 27, indoors at the gym Terrace Park Elementary. Contact Danielle Ladd for more information at 425-640-3105 or dladd@mltwa.gov. Click [here](#) to register. Limited space available.
- **Volunteers at Veterans:** A volunteer group known as the "Ivy League" has adopted Veterans Memorial Park and has been working to remove the invasive ivy growing in the park. The group is planning a volunteer event on January 8, to continue their work in the forested areas. They intend to clear more ivy and blackberry and will be on-site at 9:00 a.m. For more information contact Parks and Facilities Superintendent Ken Courtmanch at kcourtmanch@mltwa.gov.
- **Wallyball, Pickleball, Racquetball:** We have courts and equipment to rent for wallyball, pickleball or racquetball. Reservations can be made up to seven days in advance. For additional information go to [Athletics](#). Calling all volleyball players, you should try playing wallyball! It's an "off the wall" volleyball game played with 4 to 12 players on a racquetball court. It's a lot of fun for adults and great exercise. It's also open for families and teens. Contact Danielle Ladd for more information at dladd@mltwa.gov.
- **Winter Basketball League:** Registration is open for basketball league to begin in January. Get your team ready and sign up today, [Basketball League Registration](#). Contact Danielle Ladd for more information at 425-640-3105 or dladd@mltwa.gov.
- **Winter Break Camp:** Space is still available in our Kids Krew camp, 6:30 a.m. until 6:30 p.m. More information can be found online at [Winter Break Camp Care](#). There will be plenty of fun activities to fill their busy days and they will go swimming! If you have questions, please email childcare@mltwa.gov.

- **Winter Break Pool Schedule:** The schedule is now available [online](#) and will run from Monday, December 20 to Friday December 30. The Pavilion hours of operation will be 5:45 a.m. to 6:30 p.m. There are daytime Recreation Swims at 1:15-2:30 p.m. and 4:45-6:15 p.m. daily. The Pavilion will be closed December 24-26 and December 31-January 2. The Winter Pool Schedule will start on Monday, January 3, 2022 and will be posted and available on December 30.
- **Winter/Spring Craze:** The Winter/Spring 2022 recreational program guide the CRAZE has gone digital! [View this interactive program guide](#) to see all of our amenities and programs offered January-April 2022.

POLICE DEPARTMENT

The Police Station remains closed to the public, although fingerprinting services have resumed and are available by appointment only; the city is unable to accommodate walk-ins at this time.

The public can conduct most business with the Police Department over the telephone, fax, or email as well as mail. 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. View general Police Department information [here](#).

Monthly Activity								
<i>(Activity is updated in the last week of the month)</i>								
	Reports	Traffic Stops	Arrests	Collisions	DUIs	Burglaries	Vehicle Thefts	Vehicle Prowls
YTD	2,325	2,816	514	178	30	67	74	160

Weekly Patrol Synopsis

- On December 8, patrol responded to suspicious persons at a business located in the 21200 block of 52nd Avenue W. One of the individuals was cited for a law violation and released.
- On December 8, patrol responded to a hit-and-run collision in the 5800 block of 236th Street SW.
- On December 8, patrol responded to a burglary report at a residence located in the 23500 block of Lakeview Drive.
- On December 8, patrol responded to a vehicle theft report at a residence located in the 6100 block of St. Albion Way.
- On December 8, patrol responded to a harassment report at a residence located in the 21300 block of 52nd Avenue W.
- On December 8, patrol responded to a theft-from-vehicle report at a residence located in the 23300 block of Lakeview Drive.

- On December 8, patrol responded to a harassment report at a residence located in the 6300 block of St. Albion Way.
- On December 8, patrol responded to a stolen vehicle recovery in a parking lot located in the 21400 block of 48th Avenue W. Evidence was located, and investigation continues.
- On December 8, patrol responded to a disturbance at a business located in the 21900 block of 66th Avenue W. One person was arrested and booked for an outstanding warrant.
- On December 8, patrol responded to a vehicle collision in the 22000 block of 48th Avenue W. The driver fled and was later apprehended. He was arrested and booked for DUI.
- On December 9, patrol responded to a domestic disturbance at a residence located in the 24300 block of 52nd Avenue W.
- On December 9, patrol responded to a theft report at a residence located in the 4300 block of 238th Place W.
- On December 9, patrol responded to a vehicle collision in the 4500 block of 212th Street SW. One of the drivers was arrested and processed for DUI.
- On December 9, patrol responded to a domestic disturbance at a residence located in the 23000 block of La Pierre Drive. Investigation revealed a court order violation, but the suspect was not located. Case referred to the prosecutor.
- On December 9, Officer Froisland and Jax assisted the Regional Narcotics Task Force with a narcotics search. This search resulted in the recovery of a narcotics packaging materials, a firearm with the serial numbers shaved off, 700 Fentanyl tablets, 31.6 grams of heroin, and 15 grams of methamphetamine.
- On December 9, Officer Froisland and Jax assisted the Tulalip Police Department with a narcotics search. The results of the search are pending a search warrant.
- On December 10, patrol responded to a death investigation at a residence located in the 5100 block of 239 Place SW. Investigation indicated the resident died of health-related issues.
- On December 10, patrol contacted a suspicious person in the 23900 block of Highway 99. He was subsequently arrested and booked for multiple outstanding warrants.
- On December 11, patrol responded to a domestic assault at a residence located in the 21300 block of 41st Court W. Investigation revealed the residents were arguing over a phone and the suspect assaulted the victim. The suspect was arrested and booked for the offense.
- On December 11, patrol responded to a domestic disturbance at a residence located in the 23400 block of 55th Avenue W.

- On December 11, patrol responded to a domestic assault at a residence located in the 23300 block of 66th Avenue W. The suspect fled prior to police arrival. Patrol developed probable cause for the offense, but were unable to locate the suspect. Case referred to the prosecutor.
- On December 11, patrol responded to a behavioral health contact at a residence located in the 5800 block of 241st Street SW. The resident was suicidal and agreed to be transported to the hospital for a mental health evaluation.
- On December 11, patrol responded to a robbery complaint in a parking lot located in the 4100 block of 212th Street SW. The reporting person stated an acquaintance hit him in the face and stole his jewelry. The suspect was not located.
- On December 11, patrol responded to a behavioral health report at a residence located in the 22800 block of Lakeview Drive. The resident had taken a large quantity of drugs in an attempt to commit suicide. He was transported to the hospital for medical and mental health evaluations.
- On December 11, patrol responded to a suspicious person who was attempting to break into an occupied residence. Investigation revealed the suspect to be experiencing behavioral health issues. Due to a variety of reasons the suspect was arrested and booked for trespassing.
- On December 12, patrol responded to a malicious mischief report at a business located in the 21900 block of Highway 99.
- On December 12, patrol responded to a malicious mischief report at a residence located in the 24200 block of 54th Avenue W.
- On December 12, patrol responded to a domestic assault at a residence located in the 6100 block of St. Albion Way. The suspect assaulted the other residents during an argument over money. The suspect was arrested and booked for the offenses.
- On December 13, patrol contacted a suspicious person at a business located in the 4300 block of 212th Street SW. Investigation revealed he had just stolen from the business, was in possession of narcotics, had a warrant for his arrest and was in violation of a court order. He was arrested and booked for the offenses.
- On December 13, patrol responded to a malicious mischief report at a residence located in the 3800 block of 225th Place SW. The victim reported unknown suspects vandalized flags attached to his vehicle.
- On December 14, patrol responded to a theft report at a business located in the 22800 block of 44th Avenue W.
- On December 14, patrol responded to a fraud report at a business located in the 22000 block of 66th Avenue W.

- On December 14, patrol responded to a hit-and-run collision in the 6400 block of 220th Street SW.
- On December 14, patrol contacted a suspicious person in the 4800 block of 212th Street SW. She was subsequently arrested and booked for an outstanding warrant.

Weekly Investigations Update

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| <ul style="list-style-type: none">• <u>Cases Assigned</u><ul style="list-style-type: none">○ 21-17548 Theft○ 21-12084 Burglary○ 21-17804 Behavioral Health | <ul style="list-style-type: none">• <u>Cases Cleared</u><ul style="list-style-type: none">○ 21-16982 Burglary○ 21-16677 Disorderly○ 21-16302 Sex Offense○ 21-13403 Narcotics |
|--|---|

Community Outreach & Directed Enforcement

- 16 reported self-initiated outreach contacts.
- Detective Nguyen met with some kids and gave them a tour.
- School Liaison Officer visits continue.
- Patrol emphasis: Creekside Meadows, Library/Veterans Park, Studio 6, Lakeside Apartments, and Interurban Trail.
- Traffic emphasis: 48th Avenue W, 56th Avenue W, and 66th Avenue W.

Other Items of Interest

- Years-of-Service awards were given to Sergeant Burkett (25), Officer Krahn (15), and Officer O'Hagan (5).
- Detective Sheets was awarded Officer of the Year, and Officer Rodgers received the Traffic Safety Award.
- Detective Sheets attended cyber-crime investigation training.
- Mobile radio installations began this week as part of a countywide emergency communications update.
- Officers Sheets and Cronk attended firearms instructor training.
- Officer O'Hagan attended pre-supervisor training.
- Officer Froisland and Officer Werfelmann participated in a local "Shop with a Cop" event.
- Patrol conducted its first use of a drone to clear the interior of a residence suspected of being burglarized. The drone program accentuates the safety of individuals by allowing officers to remotely inspect and assess potential hazards in a building prior to making entry to reduce risk by minimizing force encounters.

Code Enforcement Property of the Week

On November 9, Code Enforcement observed a white Jeep Compass in the 23300 block of 55th Avenue W with expired registration and missing its front passenger side wheel. Code Enforcement issued a correction notice and tagged the vehicle for violation of Mountlake Terrace Municipal Code sections [10.10.190](#) and [10.10.230](#).

On December 8, Code Enforcement returned to the location and noted the status of the vehicle had not changed. Towing was dispatched, and the vehicle was impounded.

NEWS RELEASES

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

UPCOMING MEETINGS AND EVENTS

- January 12 6:00 p.m. Coffee with the City, Zoom Meeting ID: 880 4842 2899 | Passcode: 011222
- February 9 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- March 9 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- April 13 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- May 11 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- June 8 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- July 13 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- August 10 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- September 14 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- October 12 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- November 9 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual
- December 14 6:00 p.m. Coffee with the City, Recreation Pavilion or Virtual

Sincerely,

Scott Hugill, City Manager
City of Mountlake Terrace