



Mountlake Terrace City Council
Regular Meeting Agenda
Thursday, September 4, 2025, 7:00 PM
City Hall and via Telephone or Teleconference

AGENDA

1. Call to Order – Flag Salute – Roll Call
2. Late Changes to Agenda
3. General Public Comment
4. Consent Agenda
 - a. Payment of Claims
 - b. Meeting Minutes for 8/21 and 8/28
5. Proclamation for National Hispanic and Latino Heritage Month
6. Proclamation for Welcoming Week
7. Presentation on FIFA World Cup 2026
8. Review, Public Hearing, and Vote on Property Annexation Petition for 24229 48th Ave W
9. Review and Vote on Ordinance Adopting Business License Requirements
10. Review and Vote on Resolution Accepting Washington State Department of Transportation Funds
11. City Manager’s Report
12. Council Liaison Reports
13. New Business
14. Adjournment

To listen to the meeting via telephone, call 1-253-215-8782. To watch the meeting online: 1) Go to <https://zoom.us/join>; 2) Enter meeting ID 810 1113 9518 and click “join”. No passcode needed.

To make a public comment remotely (Zoom or telephone), in person, or in writing, please refer to the Public Comment and Public Hearing Testimony Protocol on the city website <https://www.cityofmlt.com/129/Agendas-and-Minutes>. No person shall make personal attacks, or threatening remarks while addressing the

Council which disrupts, disturbs, or otherwise impedes the orderly conduct of the meeting. All hate speech will be construed as threatening remarks.



STAFF REPORT

To: Mountlake Terrace City Council
From: Jennifer Joki, City Clerk
Meeting Date: September 4, 2025
Subject: Payment of Claims

Required Reviews:

Jennifer Joki

Created -

Council Goal(s):

An Informed and Engaged Community

Legislative History:

N/A

Subject Summary:

Before each meeting, the Finance Committee, consisting of two Councilmembers and the Finance Director, review and discuss the claims subject to approval.

Approval of payment for 2025 claims totaling \$664,040.05 for payment on 09/05/2025, check numbers 97152-97224. Additionally, payroll for 09/05/2025 check numbers 585315-585336 and direct deposits totaling \$643,862.83.

Financial/Budget Impacts:

Budget Amendment Required? No

Budget and Sources:	N/A
Expenditure:	N/A
New Appropriation Required + Sources	N/A

Additional Financial Information:

N/A

Community Notifications:

City Council Agenda

If "Other," please specify:

Board/Commission Recommendation:

Vote on Item via Consent Agenda

Staff Recommendation:

Council Motion:

Attachments:

None



STAFF REPORT

To: Mountlake Terrace City Council
From: Jennifer Joki, City Clerk
Meeting Date: September 4, 2025
Subject: Meeting Minutes for 8/21 and 8/28

Required Reviews:

Jennifer Joki

Created -

Council Goal(s):

An Informed and Engaged Community

Legislative History:

N/A

Subject Summary:

Draft meeting minutes for council approval.

Financial/Budget Impacts:

Budget Amendment Required? No

Budget and Sources:	
Expenditure:	
New Appropriation Required + Sources	

Additional Financial Information:

N/A

Community Notifications:

City Council Agenda

If "Other," please specify:

Board/Commission Recommendation:

Review and approve attached draft meeting minutes.

Staff Recommendation:

Council Motion:

Attachments:

1. Minutes 08.21.20205 Meeting DRAFT
2. Minutes 08.28.2025 Work Session DRAFT



MOUNTLAKE TERRACE CITY COUNCIL
REGULAR MEETING MINUTES

August 21, 2025
7:00 p.m.

Mountlake Terrace City Hall and
via Telephone and Teleconference

Councilmembers Present

Councilmember Murray
Councilmember Paige
Councilmember Ryan
Councilmember Sonmore
Councilmember Woodard
Mayor Pro Tem Wahl
Mayor Matsumoto Wright

Councilmembers Absent

None.

Staff Members Present

City Attorney Hillary Evans (via Teleconference)
City Clerk Jennifer Joki
City Manager Jeff Niten
Senior Accountant Artus Nemati

Guests

None.

1. Call to Order – Flag Salute – Roll Call

Mayor Matsumoto Wright called the meeting to order at 7:00 p.m.

City Clerk Jennifer Joki called roll.

2. Late Changes to Agenda

The City Manager requested Item 5 Review, Public Hearing, and Vote on Property Annexation Petition for 24229 48th Ave W be moved to date certain, September 4, 2025.

3. General Public Comment

- MLT resident Adam Cickay commented (remotely) on Flock Security Camera System purchase and using that money for other public health safety measures.
- MLT resident John Blechschmidt commented on rodent, trash and vegetation control with neighbors and police officers ability to give parking tickets.

4. Consent Agenda

A motion to approve the Consent Agenda, items a- b was made by Mayor Pro Tem Wahl, seconded, and passed by vote; 7-0.

- a. Approval of Payment for 2025 Claims

b. Meeting Minutes for 8/07/2025 and 8/14/2025

5. Review, Public Hearing, and Vote on Property Annexation Petition for 24229 48th Ave W
(City Manager Jeff Niten)

A motion to postpone Review, Public Hearing, and Vote on Property Annexation Petition for 24229 48th Ave W to date certain, September 4, 2025 was made by Mayor Pro Tem Wahl, seconded, and passed by vote; 7-0.

6. Presentation on 2024 Year End Financial Report (Senior Accountant Artus Nemati and City Manager Jeff Niten)

Nemati presented on this item to include the general, governmental, fleet management, street operating, utility, water utility, capital, capital improvement, and street construction funds' revenue and expenditures, and ending debt balances.

Nemati and Niten heard and responded to questions and comments from council regarding water utility budget, cash basis revenue with new system, accounting difference, city working with residents behind in payments, sales tax drop, reserves, spending more than bringing in, debt, financial policies, expenditures, list projects that aren't completed during this budget cycle, appreciation for the work on this presentation, gambling revenue and the closing of local casino, capital improvement expenditures, reporting on each fund expenditure and revenue together, and housing and public art funds as separate discussions.

7. City Manager's Report (City Manager Jeff Niten)

Niten's report included:

- Open House last night for transportation impact fees and updates on Main Street Phase II project was successful
- August 28 the new council agenda system will be in place
- Lynnwood jail facility now has video capabilities which will save time for the officers and be more efficient.

8. Council Liaison Reports

Councilmember Murray's report included:

- August 8 Terrace Summer Nights Movies in the Park
- August 9 Ivy League clean up at Evergreen playfield
- August 14 Council work session
- August 21 City Manager meeting

Councilmember Woodard's report included:

- August 9 Ivy League clean up at Evergreen Playfield
- August 12 Mountlake Terrace Library African Dance with Gansango Music & Dance Company
- August 13 Senator Cantwell staff and MLT Library staff meeting
- August 13 Lodging Tax Information Session
- August 14 Council work session
- August 16 Speaker at Lynnwood Luau

- August 20 Open House for Transportation Impact Fees and Main Street Phase II Project
- August 21 City Manager meeting
- August 21 Governor Ferguson and U.S. Representative Rick Larsen hunger prevention session

Councilmember Ryan's report included:

- July 8 Law Enforcement Officer/Firefighter Disability/Retirement Board meeting
- July 15 Arts Advisory Commission (didn't attend but read the meeting minutes)

Councilmember Sonmore's report included:

- July 3 City 3rd of July event
- July 21 Finance committee meeting
- August 12 Law Enforcement Officer/Firefighter Disability/Retirement Board meeting
- August 12 Recreation and Park Advisory Commission meeting
- August 22 Terrace Summer Nights Movies in the Park

Councilmember Paige's report included:

- August 9 Ivy League clean up at Evergreen Playfield
- August 12 Mountlake Terrace Library African Dance with Gansango Music & Dance Company
- August 16 Washington West African Center event, Celebrate Shoreline event,
- August 19 African American Leaders Professional Network event
- August 20 Edmonds Civic Roundtable Breakfast
- August 20 ACCESS Project Board meeting
- August 20 Open House for Transportation Impact Fees and Main Street Phase II Project
- August 21 Meeting with the Director of Domestic Violence Program Lauren Steiger and The Getaway Tavern owner
- King County Immigrant and Refugee Commissioner Julie Kang meeting

Mayor Pro Tem Wahl's report included:

- August Snohomish County Tomorrow Exploratory Committee meeting
- August 13 Senator Cantwell staff and MLT Library staff meeting
- August 14 Council work session
- August 21 Snohomish County Tomorrow Exploratory Committee Co-chairs meeting

Mayor Matsumoto Wright's report included:

- August 12 City Hall selfie
- August 13 Lodging Tax Information Session
- August 16 Lynnwood Luau event

9. New Business

- The Mayor thanked the Edmonds School District for taking care of the vegetation impeding view of street sign, and Randal Gravelle, author of Mountlake Terrace: A History of Four Square Miles, will be speaking at Mountlake Terrace Plaza.

10. Adjournment

Mayor Matsumoto Wright adjourned the meeting at 8:22 p.m.

These minutes are subject to approval at the next City Council meeting.

DRAFT



MOUNTLAKE TERRACE CITY COUNCIL WORK SESSION MINUTES

August 28, 2025
7:00 p.m.

Mountlake Terrace City Hall and
via Telephone and Teleconference

Councilmembers Present

Councilmember Murray (arrived at 7:12 p.m.)
Councilmember Paige (via teleconference)
Councilmember Ryan
Councilmember Sonmore
Councilmember Woodard

Councilmembers Absent

Mayor Pro Tem Wahl
Mayor Matsumoto Wright

Guests

Snohomish County Solid Waste Operations Manager Jon Greninger

Staff Members Present

City Clerk Jennifer Joki
City Manager Jeff Niten
Deputy City Manager Carolyn Hope
Police Chief Pete Caw
Police Commander Scott King
Public Works Director Gary Schimek

1. Call to Order

Councilmember Ryan called the meeting to order at 7:00 p.m.

2. Attendance Roll Call

City Clerk Jennifer Joki called roll.

A motion to excuse Mayor Matsumoto Wright and Mayor Pro Tem Wahl was made by Councilmember Sonmore, seconded, and passed by vote; 5-0.

3. General Public Comment

None.

4. City Manager's Report (City Manager Jeff Niten)

Niten's report included:

- City food drive for Concern for Neighbors Food Bank was very successful with department competition
- City closed on Monday for Labor Day holiday

5. Presentation on Rates by Snohomish County Solid Waste Division (Public Works Director Gary Schimek)

Schimek introduced Snohomish County Public Works Operations Manager Jon Greninger who presented on this item to include tonnage review, rate implementation, legislative updates, project updates, and next steps.

Schimek and Greninger heard and responded to questions and comments from council regarding yard waste, recycling and trash, curbside service, self-haul fees, minimum load, city contract with Waste Management, rates for other haulers in Snohomish County, unsecured loads, educating the residents on the costs, abandoned vehicle program, household requirement to have trash service, purchase of property, waste export contract, yard waste at the transfer station, and work being done in April at the facility.

6. Presentation on 1st and 2nd Quarter Police Report (Police Chief Pete Caw and Commander Scott King)

Caw and King presented on this item to include department goals, statistics on call for service, arrests, domestic violence crimes, infractions, vehicle theft, DUI arrests, vehicle prowls, and burglaries, demographics, community outreach, training, Blue Bridge Alliance, and evidence update.

Caw and King heard and responded to questions and comments from council regarding an explanation of an infraction, infractions by race, infractions by residents, lifesaving award to one of Mountlake Terrace's officers, protocol for reporting stolen items that show on internet marketplaces, Cops and Clergy events, increase in calls but not reports, timelines and trends in data, data related to light rail, trust and appreciation for Mountlake Terrace officers, tracking bias-based policing, request for a longer range of data, public engagement and transparency.

7. Discussion on Council Liaison Reports (City Manager Jeff Niten)

Niten presented this item to include findings that similar cities provide their reports in different manners, and understanding the objective of these reports.

Council discussed this item to include key points from intergovernmental board meetings, not including council meetings and work sessions, acceptable to have nothing to report, better organization of reports, not having the reports at the end of the meeting, reporting on what doing for the city, what is going on in the city, and going on outside that city that may be beneficial, add more details to bullet points, and up to each councilmember to determine what to report.

8. Review September 4, 2025 Meeting Agenda

The agenda was reviewed by council.

9. Council Comments

Councilmembers Sonmore and Woodard commented on the new agenda management system

10. Adjournment

Councilmember Ryan adjourned the meeting at 8:48 p.m.

These minutes are subject to approval at the next City Council meeting.

DRAFT

CITY OF MOUNTLAKE TERRACE

PROCLAMATION

*National Hispanic & Latino Heritage Month
September 15-October 15 2025*

WHEREAS; Hispanic Heritage Month is a month-long celebration of Hispanic and Latino history and culture. While we celebrate Hispanic and Latino communities beyond this month, from September 15 to October 15 we give extra recognition to the many contributions made to the history and culture of the United States, including important advocacy work, vibrant art, popular and traditional foods, and much more;

WHEREAS, the timeframe of this month is significant because many Central and South American countries celebrate their independence days within these dates, including Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, Mexico, Belize, and Chile. By aligning with these independence dates, Hispanic Heritage Month honors the resilience and determination of the Hispanic community;

WHEREAS, the Latino presence in America spans centuries, predating Spain's colonization of what is now part of the United States, and they have been an integral part of shaping our nation since the Revolutionary War. When the United States gained territories in the Southwest and Puerto Rico, it incorporated the people of this area into the United States and further expanded the presence of Hispanic Americans;

WHEREAS, the Latino population in the United States today is over 60 million, according to the U.S. Census Bureau. This makes up 19% of the total population and is the largest racial or ethnic group. Latinos continue to help fuel our economy and enrich our nation as entrepreneurs, athletes, artists, entertainers, scientists, public servants, and much more;

WHEREAS, in Mountlake Terrace, more than 17% of our population identify as Hispanic or Latino and we consider them integral to our community and appreciate their contributions to our community, economy, culture, and creativity; and

NOW THEREFORE, I, Mayor Kyoko Matsumoto Wright, on behalf of the Mountlake Terrace City Council, do hereby proclaim September 15 through October 15 as National Hispanic & Latino Heritage Month.

PROCLAIMED BY THE CITY COUNCIL ON SEPTEMBER 4, 2025.

MAYOR: _____
Kyoko Matsumoto Wright

ATTEST: _____
City Clerk

CITY OF MOUNTLAKE TERRACE

PROCLAMATION

*Welcoming Week
September 12-21*

WHEREAS, the city of Mountlake Terrace is committed to being an active and dynamic city where arts, culture, and diversity thrive, fostering connections among community members who call Mountlake Terrace home. The city also promotes a diverse, equitable & inclusive culture within the community; striving to eliminate any form of actual or perceived discrimination; and helping community members from all backgrounds to learn, grow & thrive;

WHEREAS, during Welcoming Week, our community will come together to find common ground, seek similarities within our different cultures and perspectives, and deepen our commitments to building a stronger and more resilient community;

WHEREAS, during Welcoming Week, I invite all of our community to join this nationwide movement of renewing our commitment to our core American values and by acting in the spirit of welcoming all;

WHEREAS, welcoming is a core part of who we are and who we have always been, and Mountlake Terrace will continue to choose connection, courage, and love over division, fear, and hate;

WHEREAS, regardless of where we are born or what we look like, we are community, united in our efforts to build a stronger city. By recognizing the contributions that we all make to create a vibrant culture and a growing economy, we make our community more prosperous and more inclusive to all who call it home;

WHEREAS, the Mountlake Terrace Diversity, Equity and Inclusion Commission in partnership with the Edmonds School District, will host the city's second Welcoming Week event on September 20 to introduce city and regional agency services and programs to our newest community members, share in food and fun activities, and develop new relationships; and

NOW THEREFORE, I, Mayor Kyoko Matsumoto Wright, on behalf of the Mountlake Terrace City Council, do hereby proclaim September 12-21, 2025, as Welcoming Week.

PROCLAIMED BY THE CITY COUNCIL ON SEPTEMBER 4, 2025.

MAYOR: _____
Kyoko Matsumoto Wright

ATTEST: _____
City Clerk



STAFF REPORT

To: Mountlake Terrace City Council
From: Ryan Doss, Economic Development Manager
Meeting Date: September 4, 2025
Subject: Presentation on FIFA World Cup 2026

Required Reviews:

Ryan Doss
Jeff Niten

Created -
-

Council Goal(s):

Growing our Vibrant Community

Legislative History:

N/A

Subject Summary:

Presentation by SeattleFWC26, the local organizing committee for Seattle's participation as one of the 16 host cities selected for the FIFA World Cup 26™.

Financial/Budget Impacts:

Budget Amendment Required? No

Budget and Sources:	N/A
Expenditure:	N/A
New Appropriation Required + Sources	N/A

Additional Financial Information:

None

Community Notifications:

City Council Agenda

If "Other," please specify:

Board/Commission Recommendation:

None

Staff Recommendation:

Council Motion:

Attachments:

1. FIFA World Cup Presentation

Seattle FIFA World Cup 2026™

September 4, 2025

Mountlake Terrace City Council Briefing

Dylan Ordoñez, Senior Vice President External Affairs
Seattle FIFA World Cup 26™ Local Organizing Committee (SeattleFWC26)

Nothing in this deck may be re-used for commercial purposes

GETTING WA FIFA READY

FIFA World Cup 2026

Responsible for running games & coordination across continent; “Inside the Stadium Footprint”

SeattleFWC26 (Local Organizing Committee)

Lead for local planning, non-FIFA logistics, activations, fundraising, embedding local values

Governments

Providing typical governmental services (transit, traffic control, law enforcement, etc.)

Partners & vendors

Prepare venues, support marketing, host local events





OUR VISION IS TO FOSTER A LASTING LEGACY FOR OUR
REGION, GUIDED BY THE SPIRIT OF SOCCER, INNOVATION
AND INCLUSION.

FIFA WORLD CUP 26™

JUNE 11 – JULY 19, 2026



280 days away

Largest sporting event ever staged

SEA-VAN are 2nd closest Host Cities

Overlaps with **America's 250th** on July 4th

104 Matches
48 Teams
3 Host Countries
16 Cities

Estimates:

3 billion+ global viewers for Final match
6 million+ tickets in US

Seattle specific:

Up to 750k visitors over three weeks
More than 2 billion global viewers



FIFA WORLD CUP 26 SEATTLE™

MATCH SCHEDULE



**Weekday
matches only**

**US Men's
National Team
play here** on June
19

Matches on
Juneteenth &
kicking off **Pride**
weekend

Full match schedule



JUNE 11 - JULY 19, 2026

THU	FRI	SAT	SUN	MON	TUE	WED
11 OPENING MATCH	12 USMNT		14		16	17
		20		22	23	
25 USMNT		27		29	30	
	3		5			8
9	10	11	12	13	SEMI-FINALS	
16	17					

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SEATTLE STADIUM (LUMEN FIELD)

CURRENT PLANNING PARAMETERS



- Every match at **full capacity: ~63k**
- **Kickoff TBD**, planning for 12pm-7pm
- **More dignitaries**, esp last 2 games
- **Enhanced security protocols** in effect
- **North Lot activities restricted** to ticketed fans
- **No public parking** in garage or North Lot
- Gates open **three hours prior** to kickoff **through two hours after** final whistle
- **No Mariners/FWC26 dual event days**

TRAINING SITES IN WASHINGTON

CURRENT PLANNING PARAMETERS



Venue Specific Training Sites (VSTS)

University of Washington: Primary

Seattle University: Secondary

- **Teams practice** the day before their match at Lumen Field
- **Likely not open to public**, still may see crowds of people outside depending on team

Proposed Team Base Camps (PTBC)

Renton: Sounders FC Clubhouse

Spokane: Gonzaga University

- **Team's "home away from home"**
- **Not confirmed:** 60+ proposed, need 48
- Will be **chosen in Feb/Mar 2026**
- **Teams arrive** late May/early June, stay at least through Group Stage (June 27)
- **Likely not open to public**, still may see crowds depending on team

FIFA WORLD CUP 26

WA FOOTPRINT: 6/15-7/6



SEA Practice fields

- University of WA
- Seattle University

Proposed base camps

- **Renton** (Sounders Clubhouse) &
- **Spokane** (Gonzaga University)
- **Boise, ID** (Boise State University)
- TBD in **Vancouver, BC**
- TBD in **Portland, OR**

Official SEA fan events

- Seattle Fan Celebration @ Seattle Center
- 9 Fan zones across WA



SEATTLE FAN CELEBRATION AT SEATTLE CENTER

CURRENT PLANNING PARAMETERS



- **Primary fan viewing experience**, with between **15,000-30,000 fans** daily
- Likely **ticketed** to manage crowd
- **“Operational” up to 24 days** June 11 - July 6, **excluding Pride Weekend**.
- Expect **open 2 hours prior** to 1st match through **one hour after** last match

Coordination with other campus events

- Pride
- Naturalization Ceremony
- Festal



FAN EVENTS & ACTIVATIONS

CURRENT PLANNING PARAMETERS



9 Official fan zones

- Bellingham, Bremerton, Everett, Olympia/Lacey, Spokane, Tacoma, Tri-Cities, Vancouver, Yakima

Community watch parties

- Non-bar venues **will need FIFA & broadcast license** to host public viewing

Community calendar

- Working out details, will share info by end of summer for how organizations can share their events for inclusion

Looking Ahead

SSC releasing
community
viewing party
playbook

FIFA opens online
portal for viewing
party requests
(Q4)

APPROACH TO FWC26 MOBILITY



Planning Principles

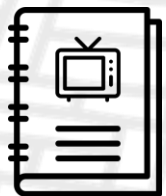
- **Ensure safe & seamless** event transport while maintaining mobility
- **Utilize existing** groups / structures
- **Values + Safety** protocols means we are aiming to **maximize transit & active options** (target: 80% match day by non-private vehicle)
- **Communicate early & often using standard channels + FWC26 specific opportunities:** FIFA app, international news, event marketing

Planning Timeline

- Summer: **develop** plans for transit, rideshare, biking/pedestrian, communications messaging
- Fall: **refine** plans based on agencies & community input, and the confirmed days of planned operation
- December: **finalize** plans based on schedule from tournament draw
- April/May: begin **Know Before You Go** public education campaigns

COMMUNITY PLAYBOOKS

GETTING WA READY FOR 2026



WATCH PARTY PLAYBOOK

Helps community organizations navigate FIFA rules and best practices for hosting unofficial FWC26 viewing parties

PROVIDED BY



RELEASE: SEPTEMBER



COMMUNITY BRANDING PLAYBOOK

Provides all organizations customizable digital marketing assets and usage guidance to promote cohesive unofficial branding across city, region and state

PROVIDED BY

VISIT
seattle

RELEASE: SEPTEMBER



SMALL BUSINESS MEGAEVENT PLAYBOOK

Shares guidance, case studies, and strategies to help small businesses benefit from FWC26 activity and sustain operations for future mega-events

PROVIDED BY



SUMMER ENGAGEMENT,
RELEASE: NOVEMBER

FIFA WORLD CUP 26

MILESTONES AHEAD



Aug 11 – Volunteer program launches!

SCAN TO REGISTER YOUR
INTEREST IN VOLUNTEERING



volunteer.fifa.org/register

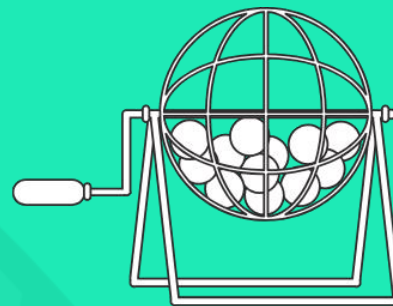
Sept 10 – 1st day fans can apply for tickets!

SCAN TO REGISTER YOUR
INTEREST IN '26 TICKETS



fifa.org/tickets

Early Dec – FIFA Final Draw!



- ✓ Teams
- ✓ Times



SEATTLE
OFFICIAL HOST CITY POSTER ARTIST

SHOGO OTA

Thank you!

**FOLLOW THE LOC ON
SOCIAL MEDIA**

@fwc26seattle



#WeAreSeattle
#Seattle26

**SCAN TO SIGN UP FOR
THE LOC'S NEWSLETTER**



 seattlefwc26.org/get-involved



info@sea2026.org



STAFF REPORT

To: Mountlake Terrace City Council

From: Sara Pizzo, Senior Planner

Meeting Date: September 4, 2025

Subject: Review, Public Hearing, and Vote on Property Annexation Petition for 24229 48th Ave W

Required Reviews:

Sara Pizzo	Created/Initiated - 08/21/2025
Sirke Salminen	Approved - 08/21/2025
Hillary Evans	Approved - 08/21/2025
Jeff Niten	Final Approval - 08/21/2025
Christy Osborn	-

Council Goal(s):

Growing our Vibrant Community

An active and dynamic city where arts, culture, and diversity thrive, fostering connections among community members who call Mountlake Terrace home.

Legislative History:

Date	Meeting/Topic	Action
June 12, 2025	Work Session	Review Notice of Intent to Commence Annexation Proceedings
	Introduce Notice of Intent to Commence Annexation Proceedings for subject property	
June 26, 2025	Regular Meeting	Passed Resolution 914
	Take action on Notice of Intent to Commence Annexation Proceedings for subject property	• Accepted the proposed area of annexation • Authorized the circulation of the petition • Required zoning adoption at time of annexation • Required assumption of

existing City
Indebtedness

August 7, 2025	Regular Meeting Work session to set date for public hearing on the petition.	Set public hearing date for August 21, 2025.
August 21, 2025	Regular Meeting Public hearing on annexation petition	Move to continue public hearing to date certain September 4, 2025, after corrected notice is sent to neighbors and posted on site.

Subject Summary:

The area proposed for annexation is located at 24229 48th Ave W is currently within the jurisdiction of unincorporated Snohomish County. The subject site is approximately 0.40 acres (17,269 square feet) (Attachment 5) and immediately adjacent to city limits in all cardinal directions. The site is within the City's Municipal Urban Growth Area (MUGA) (Attachment 4). Meaning, annexing the subject property into Mountlake Terrace aligns with the Snohomish County's Comprehensive Plan and Vision 2044.

Per the City's Comprehensive Plan (Vision 2044) Capital Facilities element, Policy CF-2.4, annexation is required before providing services to unincorporated areas. Per the City's Land Use element, Policy LU-5.5, the City is to work cooperatively with Snohomish County to ensure future annexations have a smooth and orderly transition to City governance.

On July 9, 2025, and July 21, 2025 individuals authorized to act on behalf of the property owner, Talon Ventures LLC, filed petitions with the City of Mountlake Terrace (P-ANX-25-0013) (Attachment 1 & Attachment 2). Staff submitted the petitions to the Snohomish County Assessor's office for review and certification. The County provided a Certificate of Sufficiency on July 28, 2025 (Attachment 3).

The immediate next step is for City Council to pass a resolution to accept the petition, direct staff to file a Notice of Intent to annex 24229 48th Ave W with the Snohomish County Boundary Review Board and have the first reading of the annexation ordinance, per MTMC 18.05.320(B).

Financial/Budget Impacts:

Budget Amendment Required? No

Budget and Sources:	N/A
Expenditure:	None
New Appropriation Required + Sources	N/A

Additional Financial Information:

None at this time

Community Notifications:

City Council Agenda

Newspaper

Other

If "Other," please specify: Mail to neighbors within 300 feet of subject property; physical posting; website posting.

Board/Commission Recommendation:

Staff recommends the City Council pass a resolution to accept the petition and direct staff to file a Notice of Intent to annex with the Snohomish County Boundary Review Board.

Staff Recommendation:

Council Motion:

Attachments:

1. Attachment 1 - Package for County Assessor Signed Annexation Petition_P-ANX-25-0013
2. Attachment 2 -Updated Package for County Assessor Signed Annexation Petition_P-ANX-25-0013 July 21
3. Attachment 3 -CERTIFICATE OF SUFFICIENCY City of Mountlake Terrace Talon Ventures LLC P-ANX-25-0013 Annexation
4. Attachment 4 - DRAFT Ordinance to Annex P-ANX-25-0013
5. Attachment 5 - Exhibit A
6. Attachment 6 - Draft Resolution Intent to Annex
7. Presentation Annexation 24229 48th Ave W Petition P-ANX-25-0013

Terrace City Hall

FIRST-CLASS



US POSTAGE IMPITNEY BOWES



ZIP 98043
02 7H
0006228601

\$ 001.25⁰

JUL 10 2025

Correction

US POSTAGE IMPITNEY BOWES



ZIP 98043
02 7H
0006228601

\$ 000.79⁰

JUL 10 2025

Snohomish County Assessor
3000 Rockefeller Ave
M/S 510
Everett, WA
98201
Attn: Chris Huyboom

MAIL

July 10, 2025

Christoff Huyboom
Snohomish County Assessor's Office
3000 Rockefeller Ave, M/S 510
Everett, WA 98201

**Re: Certification of Petition Annexation
City of Mountlake Terrace
Assessor's Parcel Numbers: 00455100001001**

Christoff Huyboom,

The above-noted Petition for Annexation was received July 9, 2025. It is being forwarded to you for certification.

If you have any questions or need additional information, please contact me at (425) 744-6284 or by email at spizzo@mltwa.gov.

Thank you for your prompt attention.

Sincerely yours,



Sara Pizzo, AICP
Associate Planner

Enclosures. Petition for Annexation
 Vicinity Map
 Legal Description
 Survey
 Talon Ventures, LLC Operating Agreement
 Affidavit of Identity (Edric Chung)
 Affidavit of Identity (Irwan Ngadisastra)
 City Council Resolution 914 dated June 26, 2025

cc: City Manager
 Community and Economic Development Director

PETITION FOR ANNEXATION OF TERRITORY TO CITY OF MOUNTLAKE TERRACE

Annexation Number P-ANX-25-0013

We the undersigned, owners of the property in the following described tract of land, contiguous to the present existing City limits to wit: (Provide metes and bounds description below including any unincorporated right-of-way adjoining any boundary of the subject property. Continue on back of page and attach additional sheets, if necessary.)

See legal description below

Do hereby petition the City of Mountlake Terrace for annexation of said tract into the corporate limits of said City of Mountlake Terrace as permitted under RCW 35.A.14.

We further represent that we are owners of at least sixty (60) percent of the assessed value of the area to be annexed. As required by Mountlake Terrace Resolution 914, we agree to accept all outstanding obligations of the City of Mountlake Terrace at the same rate and on the same basis as other property within the City of Mountlake Terrace including assessments or taxes in payment of all or any portion of the outstanding indebtedness of the City contracted, incurred prior to, or existing at the date of annexation; and to have our respective properties zoned as determined appropriate by the Mountlake Terrace City Council.

The petitioners ask that the City Council of said Mountlake Terrace approve such annexation and they cause that said petition to be filed with the City Council of Mountlake Terrace of Snohomish County, Washington.

DATED THIS 9th day of July, 2025

WARNING

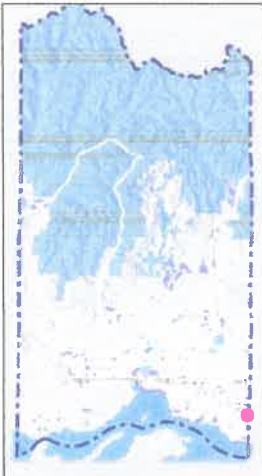
Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

PETITIONER'S SIGNATURE (Please sign as registered to vote)	PRINT NAME HERE For positive identification	ADDRESS WHERE REGISTERED TO VOTE			Date of signing
		Street and number of rural route and box number	City (or town) where registered for voting	County	
1. 	EDRIC CHUANG	24229, 48th Ave W	Mountlake Terrace	USA	7/9/25
2. 	IRWAN NGADISASTRA	24229 48TH AVE WAVE	MOUNTLAKE TERRACE	WA	7/9/25
3.					
4.					

INSTRUCTIONS TO SIGNERS AND VOLUNTEER SOLICITORS:

1. Sign your name as you are registered to vote. Married woman sign "Mary D. Jones", not "Mrs. John D. Jones".
2. Be sure to obtain a signature from every registered voter in each household.
3. Voter should sign petition only once. (If a voter signs more than once, only the first signature of the voter will be counted.)
4. Every signature counts. Return all petitions, even if only one name is on them.
5. Petitions may be signed, either in ink or indelible pencil.
6. Return all petitions to the area coordinator. Those without area coordinators, return filled petitions immediately to address on right.
7. Payment for circulating petitions is prohibited by law.

44 Snohomish County
Assessor
Washington



Parcel	Recent Sales 2025	Recent Sales 2024	Recent Sales 2023

County Park

Water

Interstate

Local Road

[illegible]

7/7/2025

Legal Description

For APN/Parcel ID(s): 004551-000-010

THE FOLLOWING LEGAL DESCRIPTION IS REQUIRED FOR PERMITTING PURPOSES AND IS DOES NOT PURPORT TO BE A REPLACEMENT OF THE TRUE LEGAL DESCRIPTION WHICH IS THE VERBATIM TEXT THAT IS INCLUDED IN THE INSTRUMENTS OF CONVEYANCE, NAMELY DEEDS:

THAT PORTION OF THE NORTH 75 FEET OF LOTS 10 AND 11,
GIEBNER-HENDRICKSON ACRE HOMES ADDITION DIVISION NO. 2, ACCORDING
TO THE PLAT THEREOF RECORDED IN VOLUME 8 OF PLATS, PAGE 50, RECORDS
OF SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE ABOVE-DESCRIBED PARCEL
OF LAND;
THENCE SOUTH 88°06'54" EAST, ALONG THE NORTH LINE OF SAID PARCEL,
230.27 FEET, TO THE NORTHEAST CORNER OF SAID PARCEL;
THENCE SOUTH 00°58'46" WEST, ALONG THE EAST LINE OF SAID PARCEL, 75.01
FEET, TO THE SOUTHEAST CORNER OF SAID PARCEL;
THENCE NORTH 88°06'54" WEST, ALONG THE SOUTH LINE OF SAID PARCEL,
230.24 FEET, TO THE SOUTHWEST CORNER OF SAID PARCEL;
THENCE NORTH 00°57'17" EAST, ALONG THE WEST LINE OF SAID PARCEL, 75.01
FEET, TO THE POINT OF BEGINNING.



TALON VENTURES, LLC OPERATING AGREEMENT

I. PRELIMINARY PROVISIONS

(1) *Effective Date:* This operating agreement of **Talon Ventures, LLC (a Washington State Limited Liability Company)** effective **January 27, 2025**, is adopted by the members whose signatures appear at the end of this agreement (the "Agreement").

(2) *Formation:* This limited liability company (LLC) was formed by filing Articles of Organization, a Certificate of Formation or a similar organizational document with the LLC filing office of the state of **Washington** on **January 27, 2025**. A copy of this organizational document has been placed in the LLC's records book.

(3) *Name:* The formal name of this LLC is as stated above. However, this LLC may do business under a different name by complying with the state's fictitious or assumed business name statutes and procedures.

(4) *Registered Office and Agent:* The registered office of this LLC and the registered agent at this address are as follows:

Erwin Suparno

**13733 34th Ave SE
Mill Creek, WA 98012**

The registered office and agent may be changed from time to time as the members may see fit, by filing a change of registered agent or office form with the state LLC filing office. It will not be necessary to amend this provision of the operating agreement if and when such a change is made.

(5) *Business Purposes:* The specific business purposes and activities contemplated by the founders of this LLC at the time of initial signing of this agreement consist of the following:

To purchase, renovate, and sell or rent real estate properties.

It is understood that the foregoing statement of purposes shall not serve as a limitation on the powers or abilities of this LLC, which shall be permitted to engage in any and all lawful business activities. If this LLC intends to engage in business activities outside the state of its formation that require the qualification of the LLC in other states, it shall obtain such qualification before engaging in such out-of-state activities.

(6) *Duration of LLC:* The duration of this LLC shall be **indefinitely**. Further, this LLC shall terminate when a proposal to dissolve the LLC is adopted by the membership of this LLC or when this LLC is otherwise terminated in accordance with law.

II. MEMBERSHIP PROVISIONS

(1) *Non-liability of Members:* No member of this LLC shall be personally liable for the expenses, debts, obligations or liabilities of the LLC, or for claims made against it.

(2) *Reimbursement for Organizational Costs:* Members shall be reimbursed by the LLC for organizational expenses paid by the members. The LLC shall be authorized to elect to deduct organizational expenses and start-up expenditures ratably over a period of time as permitted by the Internal Revenue Code and as may be advised by the LLC's tax advisor.

(3) *Management:* This LLC shall be managed exclusively by all of its members

(4) *Members' Percentage Interests:* A member's percentage interest in this LLC shall be computed as a fraction, the numerator of which is the total of a member's capital account and the denominator of which is the total of all capital

accounts of all members. This fraction shall be expressed in this agreement as a percentage, which shall be called each member's "percentage interest" in this LLC.

(5) *Membership Voting:* Except as otherwise may be required by the Articles of Organization, Certificate of Formation or a similar organizational document, other provisions of this operating agreement, or under the laws of this state, each member shall vote on any matter submitted to the membership for approval in proportion to the member's percentage interest in this LLC. Further, unless defined otherwise for a particular provision of this operating agreement, the phrase "majority of members" means the vote of members whose combined votes equal more than 50% of the votes of all members in this LLC.

(6) *Compensation:* Members shall not be paid as members of the LLC for performing any duties associated with such membership, including management of the LLC. Members may be paid, however, for any services rendered in any other capacity for the LLC, whether as officers, employees, independent contractors or otherwise.

(7) *Members' Meetings:* The LLC shall not provide for regular members' meetings. However, any member may call a meeting by communicating his or her wish to schedule a meeting to all other members. Such notification may be in person or in writing, or by telephone, facsimile machine, or other form of electronic communication reasonably expected to be received by a member, and the other members shall then agree, either personally, in writing, or by telephone, facsimile machine or other form of electronic communication to the member calling the meeting, to meet at a mutually acceptable time and place. Notice of the business to be transacted at the meeting need not be given to members by the member calling the meeting, and any business may be discussed and conducted at the meeting. If all members cannot attend a meeting, it shall be postponed to a date and time when all members can attend, unless all members who do not attend have agreed in writing to the holding of the meeting without them. If a meeting is postponed, and the postponed meeting cannot be held either because all members do not attend the postponed meeting or the non-attending members have not signed a written consent to allow the postponed meeting to be held without them, a second postponed meeting may be held at a date and time announced at the first postponed meeting. The date and time of the second postponed meeting shall also be communicated to any members not attending the first postponed meeting. The second postponed meeting may be held without the attendance of all members as long as a majority of the percentage interests of the membership of this LLC is in attendance at the second postponed meeting. Written notice of the decisions or approvals made at this second postponed meeting shall be mailed or delivered to each non-attending member promptly after the holding of the second postponed meeting. Written minutes of the discussions and proposals presented at a members' meeting, and the votes taken and matters approved at such meeting, shall be taken by one of the members or a person designated at the meeting. A copy of the minutes of the meeting shall be placed in the LLC's records book after the meeting.

(8) *Membership Certificates:* This LLC shall be authorized to obtain and issue certificates representing or certifying membership interests in this LLC. Each certificate shall show the name of the LLC, the name of the member, and state that the person named is a member of the LLC and is entitled to all the rights granted members of the LLC under the Articles of Organization, Certificate of Formation or a similar organizational document, this operating agreement and provisions of law. Each membership certificate shall be consecutively numbered and signed by one or more officers of this LLC. The certificates shall include any additional information considered appropriate for inclusion by the members on membership certificates. In addition to the above information, all membership certificates shall bear a prominent legend on their face or reverse side stating, summarizing or referring to any transfer restrictions that apply to memberships in this LLC under the Articles of Organization, Certificate of Formation or a similar organizational document and/or this operating agreement, and the address where a member may obtain a copy of these restrictions upon request from this LLC. The records book of this LLC shall contain a list of the names and addresses of all persons to whom certificates have been issued, show the date of issuance of each certificate, and record the date of all cancellations or transfers of membership certificates.

III. TAX AND FINANCIAL PROVISIONS

(1) *Tax Classification of LLC:* The members of this LLC intend that this LLC be initially classified as a **Partnership** for federal and, if applicable, state income tax purposes. It is understood that all members may agree to change the tax

treatment of this LLC by signing, or authorizing the signature of, , Entity Classification Election, and filing it with the IRS and, if applicable, the state tax department within the prescribed time limits.

(2) *Tax Year and Accounting Method:* The tax year of this LLC shall be **the calendar year**. The LLC shall use the **Hybrid** method of accounting. Both the tax year and the accounting period of the LLC may be changed with the consent of all members if the LLC qualifies for such change, and may be effected by the filing of appropriate forms with the IRS and state tax authorities.

(3) *Tax Matters Partner:* If this LLC is required under Internal Revenue Code provisions or regulations, it shall designate from among its members a "tax matters partner" in accordance with Internal Revenue Code Section 6231 (a) (7) and corresponding regulations, who will fulfill this role by being the spokesperson for the LLC in dealings with the IRS as required under the Internal Revenue Code and Regulations, and who will report to the members on the progress and outcome of these dealings.

(4) *Annual Income Tax Returns and Reports:* Within 60 days after the end of each tax year of the LLC, a copy of the LLC's state and federal income tax returns for the preceding tax year shall be mailed or otherwise provided to each member of the LLC, together with any additional information and forms necessary for each member to complete his or her individual state and federal income tax returns. If this LLC is classified as a partnership for income tax purposes, this additional information shall include a federal (and, if applicable, state) Form K-1 (Form 1065 - Partner's Share of Income, Credits, Deductions) or equivalent income tax reporting form. This additional information shall also include a financial report, which shall include a balance sheet and profit and loss statement for the prior tax year of the LLC.

(5) *Bank Accounts:* The LLC shall designate one or more banks or other institutions for the deposit of the funds of the LLC, and shall establish savings, checking, investment and other such accounts as are reasonable and necessary for its business and investments. One or more members of the LLC shall be designated with the consent of all members to deposit and withdraw funds of the LLC, and to direct the investment of funds from, into and among such accounts. The funds of the LLC, however and wherever deposited or invested, shall not be commingled with the personal funds of any members of the LLC.

(6) *Title to Assets:* All personal and real property of this LLC shall be held in the name of the LLC, not in the names of individual members.

IV. CAPITAL PROVISIONS

(1) *Capital Contributions by Members:* Members shall make the following contributions of cash, property or services as shown next to each member's name below. Unless otherwise noted, cash and property described below shall be paid or delivered to the LLC on or by **January 31, 2025**. The fair market values of items of property or services as agreed between the LLC and the contributing member are also shown below. The percentage interest in the LLC that each member shall receive in return for his or her capital contribution is also indicated for each member.

<u>NAME & ADDRESS</u>	<u>CONTRIBUTION</u>	<u>% INTEREST IN LLC</u>
(1) <u>Erwin Suparno</u> <u>13733 34th Ave SE, Mill Creek, WA 98012</u>	<u>\$1,000</u>	<u>33.3%</u>
(2) <u>Irwan Ngadisastra</u> <u>12515 NE 105th Pl, Kirkland, WA 98033</u>	<u>\$1,000</u>	<u>33.3%</u>
3. <u>Edric Chung</u> <u>3615 190TH PL SW, Lynwood, WA 98036</u>	<u>\$1,000</u>	<u>33.3%</u>

(2) *Additional Contributions by Members:* The members may agree, from time to time by unanimous vote, to require the payment of additional capital contributions by the members, on or by a mutually agreeable date.

(3) *Failure to Make Contributions:* If a member fails to make a required capital contribution within the time agreed for a member's contribution, the remaining members may, by unanimous vote, agree to reschedule the time for payment of the capital contribution by the late-paying member, setting any additional repayment terms, such as a late payment penalty, rate of interest to be applied to the unpaid balance, or other monetary amount to be paid by the delinquent member, as the remaining members decide. Alternatively, the remaining members may, by unanimous vote, agree to cancel the membership of the delinquent member, provided any prior partial payments of capital made by the delinquent member are refunded promptly by the LLC to the member after the decision is made to terminate the membership of the delinquent member.

(4) *No Interest on Capital Contributions:* No interest shall be paid on funds or property contributed as capital to this LLC, or on funds reflected in the capital accounts of the members.

(5) *Capital Account Bookkeeping:* A capital account shall be set up and maintained on the books of the LLC for each member. It shall reflect each member's capital contribution to the LLC, increased by each member's share of profits in the LLC, decreased by each member's share of losses and expenses of the LLC, and adjusted as required in accordance with applicable provisions of the Internal Revenue Code and corresponding income tax regulations.

(6) *Consent to Capital Contribution Withdrawals and Distributions:* Members shall not be allowed to withdraw any part of their capital contributions or to receive distributions, whether in property or cash, except as otherwise allowed by this agreement and, in any case, only if such withdrawal is made with the written consent of all members.

(7) *Allocations of Profits and Losses:* No member shall be given priority or preference with respect to other members in obtaining a return of capital contributions, distributions or allocations of the income, gains, losses, deductions, credits or other items of the LLC. The profits and losses of the LLC, and all items of its income, gain, loss, deduction and credit shall be allocated to members according to each member's percentage interest in this LLC.

(8) *Allocation and Distribution of Cash to Members:* Cash from LLC business operations, as well as cash from a sale or other disposition of LLC capital assets, may be distributed from time to time to members in accordance with each member's percentage interest in the LLC, as may be decided by all of the members.

(9) *Allocation of Noncash Distributions:* If proceeds consist of property other than cash, the members shall decide the value of the property and allocate such value among the members in accordance with each member's percentage interest in the LLC. If such noncash proceeds are later reduced to cash, such cash may be distributed among the members as otherwise provided in this agreement.

(10) *Allocation and Distribution of Liquidation Proceeds:* Regardless of any other provision in this agreement, if there is a distribution in liquidation of this LLC, or when any member's interest is liquidated, all items of income and loss shall be allocated to the members' capital accounts, and all appropriate credits and deductions shall then be made to these capital accounts before any final distribution is made. A final distribution shall be made to members only to the extent of, and in proportion to, any positive balance in each member's capital account.

V. MEMBERSHIP WITHDRAWAL AND TRANSFER PROVISIONS

(1) *Withdrawal of Members:* A member may withdraw from this LLC by giving written notice to all other members at least 60 days before the date the withdrawal is to be effective.

(2) *Restrictions on the Transfer of Membership:* A member shall not transfer his or her membership in the LLC unless all non-transferring members in the LLC first agree to approve the admission of the transferee into this LLC. Further, no member may encumber a part or all of his or her membership in the LLC by mortgage, pledge, granting of a security interest, lien or otherwise, unless the encumbrance has first been approved in writing by all other members of the LLC.

Notwithstanding the above provision, any member shall be allowed to assign an economic interest in his or her membership to another person without the approval of the other members. Such an assignment shall not include a transfer of the member's voting or management rights in this LLC, and the assignee shall not become a member of the LLC.

VI. DISSOLUTION PROVISIONS

(1) Events That Trigger Dissolution of the LLC: The following events shall trigger dissolution of the LLC, except as provided:

- (a) the death, permanent incapacity, bankruptcy, retirement, resignation or expulsion of a member, except that within **30 days** of the happening of any of these events, all remaining members of the LLC **or the beneficiaries of the deceased member** may vote to continue the legal existence of the LLC, in which case the LLC shall not dissolve;
- (b) the expiration of the term of existence of the LLC if such term is specified in the Articles of Organization, Certificate of Formation or a similar organizational document, or this operating agreement;
- (c) the written agreement of all members to dissolve the LLC;
- (d) entry of a decree of dissolution of the LLC under state law.

VII. BENEFICIARIES PROVISIONS

Upon the death, incapacity, or withdrawal of a Member, their designated beneficiaries shall receive distributions based on the Member's ownership interest, as determined by the LLC's valuation process.

Distributions to beneficiaries shall be made in accordance with:

The deceased or incapacitated Member's estate plan or trust documents (if applicable).
The LLC's existing distribution schedule and policies.

Rights of Beneficiaries

Beneficiaries shall have direct voting or management rights in the LLC

Beneficiaries:

Of Erwin Suparno shall be Lilyana Margaretha

Of Irwan Ngadisastra shall be Kelsie Ngadisastra

Of Edric Chung shall be Yessica Tjok

VIII. GENERAL PROVISIONS

(1) Officers: The LLC may designate one or more officers, such as a President, Vice President, Secretary and Treasurer. Persons who fill these positions need not be members of the LLC. Such positions may be compensated or non-compensated according to the nature and extent of the services rendered for the LLC as a part of the duties of each office. Ministerial services only as a part of any officer position will normally not be compensated, such as the performance of officer duties specified in this agreement, but any officer may be reimbursed by the LLC for out-of-pocket expenses paid by the officer in carrying out the duties of his or her office.

(2) Records: The LLC shall keep at its principal business address a copy of all proceedings of membership meetings, as well as books of account of the LLC's financial transactions. A list of the names and addresses of the current

membership of the LLC also shall be maintained at this address, with notations on any transfers of members' interests to nonmembers or persons being admitted into membership in the LLC.

Copies of the LLC's Articles of Organization, Certificate of Formation or a similar organizational document, a signed copy of this operating agreement, and the LLC's tax returns for the preceding three tax years shall be kept at the principal business address of the LLC. A statement also shall be kept at this address containing any of the following information that is applicable to this LLC:

- the amount of cash or a description and value of property contributed or agreed to be contributed as capital to the LLC by each member;
- a schedule showing when any additional capital contributions are to be made by members to this LLC;
- a statement or schedule, if appropriate, showing the rights of members to receive distributions representing a return of part or all of members' capital contributions; and
- a description of, or date when, the legal existence of the LLC will terminate under provisions in the LLC's Articles of Organization, Certificate of Formation or a similar organizational document, or this operating agreement.

If one or more of the above items is included or listed in this operating agreement, it will be sufficient to keep a copy of this agreement at the principal business address of the LLC without having to prepare and keep a separate record of such item or items at this address. Any member may inspect any and all records maintained by the LLC upon reasonable notice to the LLC. Copying of the LLC's records by members is allowed, but copying costs shall be paid for by the requesting member.

(3) All Necessary Acts: The members and officers of this LLC are authorized to perform all acts necessary to perfect the organization of this LLC and to carry out its business operations expeditiously and efficiently. The Secretary of the LLC, or other officers, or all members of the LLC, may certify to other businesses, financial institutions and individuals as to the authority of one or more members or officers of this LLC to transact specific items of business on behalf of the LLC.

(4) Signing for Real Estate Purchase & Sale: Two members of the LLC, other than the member who is the Selling or Listing Broker in the transaction may sign the offer documents, closing documents and loan documents (if applicable) However, if the Selling or Listing Broker is not the member of the LLC, then all members must sign the offer documents, closing documents and loan documents (if applicable)

(5) Indemnification: The LLC shall indemnify the Member and those authorized officers, agents, and employees of the LLC identified in writing by the Member as entitled to being indemnified under this section for all costs, losses, liabilities and damages paid or accrued by the Member (as the Member or officer, agent, or employee) or any such office, agent, or employee in connection with the business of the LLC, except to the extent prohibited by the laws of the state that governs this Agreement. In addition, the LLC may advance costs of defense of any proceeding to the Member or any such officer, agent, or employee upon receipt by the LLC of an undertaking by or on behalf of such person to repay such amount if it shall ultimately be determined that the person is not entitled to be indemnified by the LLC.

(6) Mediation and Arbitration of Disputes Among Members: In any dispute over the provisions of this operating agreement and in other disputes among the members, if the members cannot resolve the dispute to their mutual satisfaction, the matter shall be submitted to mediation. The terms and procedure for mediation shall be arranged by the parties to the dispute. If good-faith mediation of a dispute proves impossible or if an agreed-upon mediation outcome cannot be obtained by the members who are parties to the dispute, the dispute may be submitted to arbitration in accordance with the rules of the American Arbitration Association. Any party may commence arbitration of the dispute by sending a written request for arbitration to all other parties to the dispute. The request shall state the nature of the dispute to be resolved by arbitration, and, if all parties to the dispute agree to arbitration, arbitration shall be commenced as soon as practical after such parties receive a copy of the written request. All parties shall initially share the cost of arbitration, but the prevailing party or parties may be awarded attorney fees, costs and other expenses of arbitration. All arbitration decisions shall be final, binding and conclusive on all the parties to arbitration, and legal judgment may be entered based upon such decision in accordance with applicable law in any court having jurisdiction to do so.

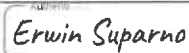
(7) *Governing Law:* This Agreement shall be governed by, and interpreted and enforced in accordance with, the substantive laws of the State in which the LLC was formed, without reference to the conflicts of law rules of that or any other jurisdiction.

(8) *Entire Agreement:* This operating agreement represents the entire agreement among the members of this LLC, and it shall not be amended, modified or replaced except by a written instrument executed by all the parties to this agreement who are current members of this LLC as well as any and all additional parties who became members of this LLC after the adoption of this agreement. This agreement replaces and supersedes all prior written and oral agreements among any and all members of this LLC.

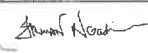
(9) *Severability:* If any provision of this agreement is determined by a court or arbitrator to be invalid, unenforceable or otherwise ineffective, that provision shall be severed from the rest of this agreement, and the remaining provisions shall remain in effect and enforceable.

IX. SIGNATURES OF MEMBERS

Execution of Agreement: In witness whereof, the members of this LLC sign and adopt this agreement as the operating agreement of this LLC.

Date: 02/05/25
Signature: 
Printed Name: Erwin Suparno, Member

Date: 02/05/25
Signature: 
Printed Name: Edric Chung, Member

Date: 02/05/25
Signature: 
Printed Name: Irwan Ngadisastra, Member

Erwin Suparno, Member, Talon Ventures, LLC
Edric Chung, Member, Talon Ventures, LLC

AFFIDAVIT OF IDENTITY

I, the Affiant, being duly sworn, hereby affirm on 07/09/2025 that:

- My legal name is EDRIC CHUNG.
- My date of birth is 09/13/1983.
- I currently reside at the following address: 3615 190TH PL SW, LYNNWOOD WA 98036.
- My telephone number is: 206-235-5990.
- I have presented to the notary public:
 - ☒ - Driver's License
 - ☐ - Passport
 - ☐ - Identity Card
 - ☐ - Other: _____
- I understand that false statements on this Affidavit may be punishable by the fullest extent of the law.

Under penalty of perjury, I hereby declare and affirm that the Affidavit is signed by me and all its contents, to the best of my knowledge, are true and correct.

Affiant's Signature: [Signature] Date: 07/09/2025
(EDRIC CHUNG, MEMBER, TALON VENTURES LLC)

NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

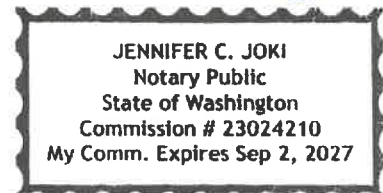
State of Washington
County of Snohomish

On July 9, 2025 before me, Edric Chung, personally appeared in Mountlake Terrace who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacity, and that by their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Washington that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Signature] (Seal)



AFFIDAVIT OF IDENTITY

I, the Affiant, being duly sworn, hereby affirm on 07/09/25 that:

- My legal name is IRWAN NGADISASTRA
- My date of birth is 02/26/1974
- I currently reside at the following address: 12515 NE 105TH PL, KIRKLAND, WA 98033
- My telephone number is: 206-228-1181
- I have presented to the notary public:
 - ☒ - Driver's License
 - ☐ - Passport
 - ☐ - Identity Card
 - ☐ - Other: _____
- I understand that false statements on this Affidavit may be punishable by the fullest extent of the law.

Under penalty of perjury, I hereby declare and affirm that the Affidavit is signed by me and all its contents, to the best of my knowledge, are true and correct.

Affiant's Signature: [Signature] Date: 07/09/2025
IRWAN NGADISASTRA, MEMBER, TALON VENTURES, LLC

NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

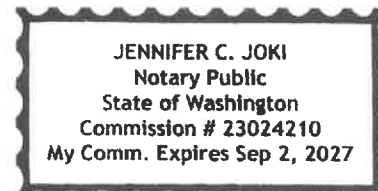
State of Washington
County of Snohomish

On July 9, 2025 before me, Irwan Ngadisastira, personally appeared Irwan Ngadisastira who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacity, and that by their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Washington that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Signature] (Seal)



RESOLUTION NO. 914

A RESOLUTION OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON, APPROVING A WRITTEN REQUEST RECEIVED FROM TALON VENTURES, LLC TO AUTHORIZE CIRCULATION OF PETITIONS SEEKING ANNEXATION OF A PORTION OF UNINCORPORATED SNOHOMISH COUNTY INTO THE CITY OF MOUNTLAKE TERRACE

WHEREAS, RCW 35A.14.120 – 35A.14.150 allows noncharter code cities such as Mountlake Terrace, to begin proceedings for an annexation upon the submittal of a written notification of intent to commence annexation proceedings from any initiating party or parties who are the owners of not less than ten percent in value, according to the assessed valuation for general taxation of the property for which annexation is sought, and

WHEREAS, within sixty days of receiving a written notification of intent to commence annexation proceedings from the property owner or owners holding value sufficient to make such request, the City Council shall consider the matter at a public meeting, at which time the City Council may accept, reject, or geographically modify the proposed annexation; determine if the City will require the simultaneous adoption of proposed zoning regulations; and determine whether the City will require the assumption of all or any portion of existing City indebtedness by the area to be annexed; and

WHEREAS, RCW 35A.14.120 provides that approval by the City Council is a condition precedent to circulation of formal annexation petitions and that there shall be no appeal from the decision of the City Council; and

WHEREAS, on or about May 15, 2025, the City received a written “Notice of Intention to Commence Annexation Proceedings” signed by Edric Chung, Irwan Ngadisastra, and Erwin Suparno, partners of Talon Ventures, LLC (“Petitioners”), purporting to be the owners of a proposed annexation area that is generally located at 24229 48th Ave W. (“Annexation Area”); and

WHEREAS, Snohomish County tax records reflect that Petitioners own all the property in the proposed Annexation Area, which totals 0.40 acres, representing 100 percent of the acreage in the proposed Annexation Area; and

WHEREAS, because Petitioners own 100 percent of the acreage in the proposed Annexation Area, their signatures on the written “Notice of Intention to Commence Annexation Proceedings” represent property owners of over ten percent of the assessed value of the property for which annexation is sought; and

WHEREAS, having received Petitioners’ written notification of their intention to commence annexation proceedings and having satisfied the ten percent value threshold set forth in RCW 35A.14.120, the City Council scheduled the matter for consideration at its regular meeting on June 26, 2025; and

Resolution 914

WHEREAS, owners and developers having an interest in the Annexation Area have approached City officials seeking approval to extend City utilities to the properties and are willing to design their project consistent with existing City development standards in return for utility service, and

WHEREAS, the City Council may require the adoption of zoning regulations in a separate ordinance as a condition of the annexation; and

WHEREAS, consistent with previous Council action on annexation matters, administration recommends that the properties in the proposed Annexation Area be assessed and taxed at the same rate and on the same basis as other property within the City of Mountlake Terrace including assessments or taxes in payment of all or any portion of the outstanding indebtedness of the City contracted, incurred prior to, or existing at the date of annexation; and

WHEREAS, RCW 35A.14.120 provides that if the City Council requires the assumption of all or any portion of indebtedness and/or the adoption of a proposed zoning regulation by properties in the proposed Annexation Area, it shall be record this action in its minutes and the petition for annexation shall be so drawn as to indicate these facts; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Circulation of Annexation Petitions Approved. Under the authority of Chapter 35A.14 RCW, the City Council of the City of Mountlake Terrace hereby approves the written request from Petitioners to circulate annexation petitions for an area of unincorporated Snohomish County that is generally located at 24229 48th Ave W and is more specifically described and depicted in Exhibit “A” (“Annexation Area”), copies of which are attached hereto and incorporated herein.

Section 2. Zoning. It is the intent of the Mountlake Terrace City Council to simultaneously adopt the zoning of all property within the proposed Annexation Area in substantial compliance with the Comprehensive Plan Map as adopted by the City of Mountlake Terrace.

Section 3. Petitions to Require Assumption of Existing City Indebtedness. It is the intent of the Mountlake Terrace City Council that, upon annexation, all property within the proposed Annexation Area shall be assessed and taxed at the same rate and on the same basis as other property within the City of Mountlake Terrace including assessments or taxes in payment of all or any portion of the outstanding indebtedness of the City contracted, incurred prior to, or existing on the date of annexation. Accordingly, and consistent with RCW 35A.14.120, any annexation petitions circulated under approval granted by this Resolution shall be written to clearly indicate this fact.

Resolution 914

Section 4. Findings of Fact. The recitals contained in the preamble to this Resolution are hereby adopted as findings of fact and incorporated herein by reference supporting the action taken in this Resolution.

Section 5. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this Resolution is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this resolution.

Section 6. Ratification. Any act consistent with the authority and prior to the effective date of this Resolution is hereby ratified and affirmed.

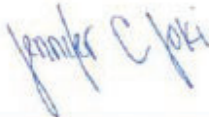
Section 7. Effective Date. This Resolution shall take effect and be in force immediately upon its passage.

Section 8. Corrections. The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener/clerical errors, references, numbering, section/subsection numbers and any references thereto.

APPROVED BY THE CITY COUNCIL ON JUNE 26, 2025.



Kyoko Matsumoto Wright, Mayor



Jennifer Joki, City Clerk

APPROVED AS TO FORM: _____



Hillary J. Evans, City Attorney

MAIL

July 21, 2025

Christoff Huyboom
Snohomish County Assessor's Office
3000 Rockefeller Ave, M/S 510
Everett, WA 98201

**Re: Certification of Petition Annexation
City of Mountlake Terrace
Assessor's Parcel Numbers: 00455100001001**

Christoff Huyboom,

The enclosed documents are requested to be added to the Petition for Annexation sent to you July 10, 2025. The additional items were received by the City on July 21, 2025. The enclosed documents are being forwarded to you as part of the petition certification request.

If you have any questions or need additional information, please contact me at (425) 744-6284 or by email at spizzo@mltwa.gov.

Thank you for your prompt attention.

Sincerely yours,



Sara Pizzo, AICP
Associate Planner

Enclosures. Petition for Annexation (signed by Erwin Suparno)
 Vicinity Map
 Legal Description
 Survey
 Affidavit of Identity (Erwin Suparno)
 Affidavit of Identity (Edric Chung)
 Affidavit of Identity (Irwan Ngadisastra)

cc: City Manager
 Community and Economic Development Director

PETITION FOR ANNEXATION OF TERRITORY TO CITY OF MOUNTLAKE TERRACE

Annexation Number P-ANX-25-0013

We the undersigned, owners of the property in the following described tract of land, contiguous to the present existing City limits to wit: (Provide metes and bounds description below including any unincorporated right-of-way adjoining any boundary of the subject property. Continue on back of page and attach additional sheets, if necessary.)

See legal description below

Do hereby petition the City of Mountlake Terrace for annexation of said tract into the corporate limits of said City of Mountlake Terrace as permitted under RCW 35.A.14.

We further represent that we are owners of at least sixty (60) percent of the assessed value of the area to be annexed. As required by Mountlake Terrace Resolution 914, we agree to accept all outstanding obligations of the City of Mountlake Terrace at the same rate and on the same basis as other property within the City of Mountlake Terrace including assessments or taxes in payment of all or any portion of the outstanding indebtedness of the City contracted, incurred prior to, or existing at the date of annexation; and to have our respective properties zoned as determined appropriate by the Mountlake Terrace City Council.

The petitioners ask that the City Council of said Mountlake Terrace approve such annexation and they cause that said petition to be filed with the City Council of Mountlake Terrace of Snohomish County, Washington.

DATED THIS 18 day of July, 2025

WARNING

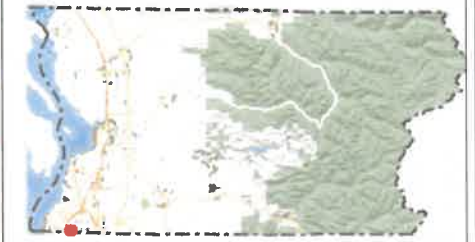
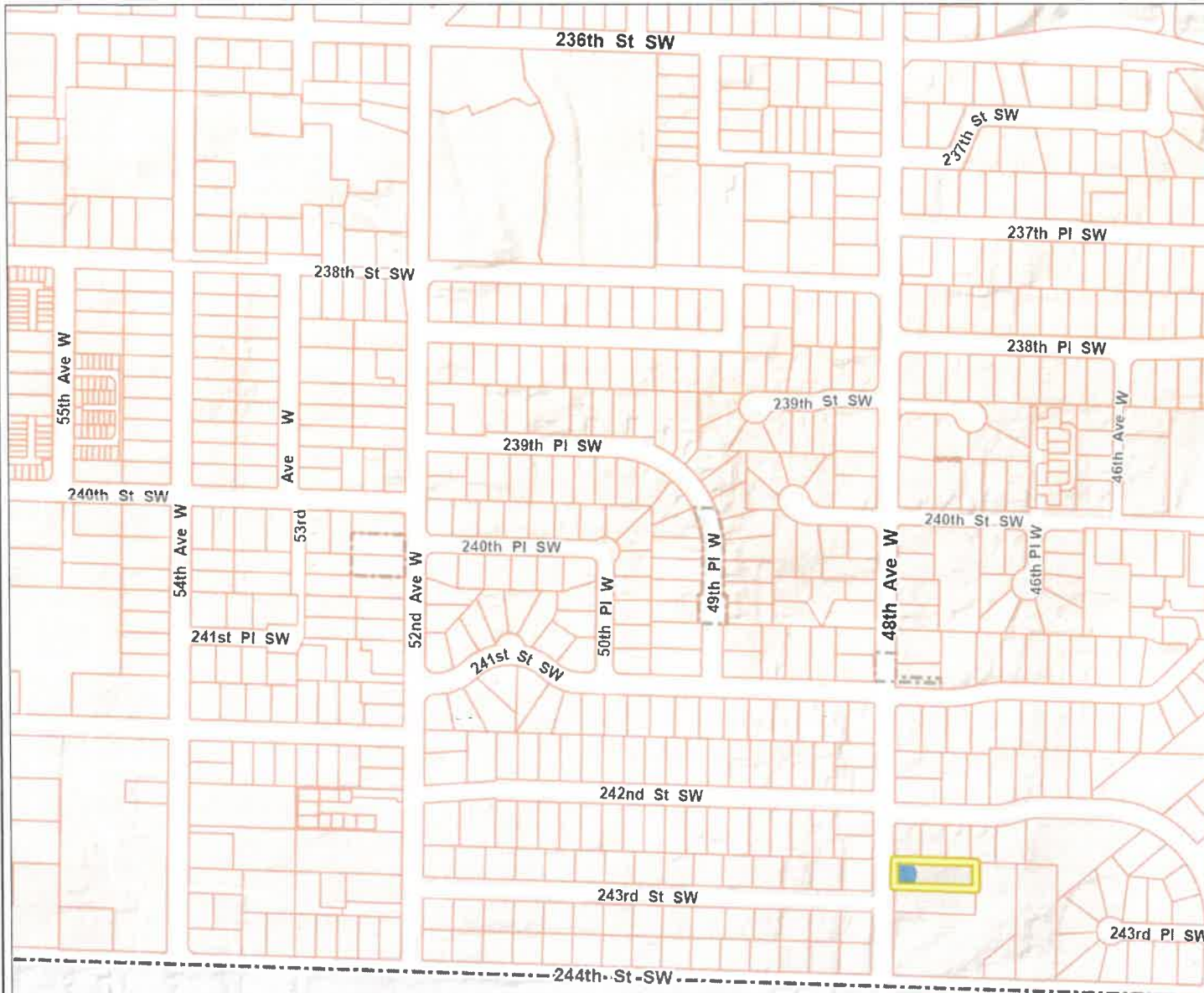
Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

PETITIONER'S SIGNATURE (Please sign as registered to vote)	PRINT NAME HERE For positive identification	ADDRESS WHERE REGISTERED TO VOTE			Date of signing
		Street and number of rural route and box number	City (or town) where registered for voting	County	
1. 	ERWIN SUPARNO	24229 48th Ave. West	Mountlake Terrace	Snohomish	7/18/25
2.					
3.					
4.					

INSTRUCTIONS TO SIGNERS AND VOLUNTEER SOLICITORS:

1. Sign your name as you are registered to vote. Married woman sign "Mary D. Jones", not "Mrs. John D. Jones".
2. Be sure to obtain a signature from every registered voter in each household.
3. Voter should sign petition only once. (If a voter signs more than once, only the first signature of the voter will be counted.)
4. Every signature counts. Return all petitions, even if only one name is on them.
5. Petitions may be signed, either in ink or indelible pencil.
6. Return all petitions to the area coordinator. Those without area coordinators, return filled petitions immediately to address on right.
7. Payment for circulating petitions is prohibited by law.

Vicinity Map 24229 48th Ave W



Legend

- Parcel
- Recent Sales 2025
- Recent Sales 2024
- Recent Sales 2023
- City Boundary
- County Park
- National Forest
- Water
- Street Types**
- Interstate
- State Route
- Local Road

0 472 944 Feet

7/7/2025



All maps, data, and information set forth herein ("Data"), are for illustrative purposes only and are not to be considered an official citation to, or representation of, the Snohomish County Code. Amendments and updates to the Data, together with other applicable County Code provisions, may apply which are not depicted herein. Snohomish County makes no representation or warranty concerning the content, accuracy, currency, completeness or quality of the Data contained herein and expressly disclaims any warranty of merchantability or fitness for any particular purpose. All persons accessing or otherwise using this Data assume all responsibility for use thereof and agree to hold Snohomish County harmless from and against any damages, loss, claim or liability arising out of any error, defect or omission contained within said Data. Washington State Law, Ch. 42.56 RCW, prohibits state and local agencies from providing access to lists of individuals intended for use for commercial purposes and, thus, no commercial use may be made of any Data comprising lists of individuals contained herein.

Legal Description

For APN/Parcel ID(s): 004551-000-010

THE FOLLOWING LEGAL DESCRIPTION IS REQUIRED FOR PERMITTING PURPOSES AND IS DOES NOT PURPORT TO BE A REPLACEMENT OF THE TRUE LEGAL DESCRIPTION WHICH IS THE VERBATIM TEXT THAT IS INCLUDED IN THE INSTRUMENTS OF CONVEYANCE, NAMELY DEEDS:

THAT PORTION OF THE NORTH 75 FEET OF LOTS 10 AND 11,
GIEBNER-HENDRICKSON ACRE HOMES ADDITION DIVISION NO. 2, ACCORDING
TO THE PLAT THEREOF RECORDED IN VOLUME 8 OF PLATS, PAGE 50, RECORDS
OF SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE ABOVE-DESCRIBED PARCEL
OF LAND;

THENCE SOUTH 88°06'54" EAST, ALONG THE NORTH LINE OF SAID PARCEL,
230.27 FEET, TO THE NORTHEAST CORNER OF SAID PARCEL;

THENCE SOUTH 00°58'46" WEST, ALONG THE EAST LINE OF SAID PARCEL, 75.01
FEET, TO THE SOUTHEAST CORNER OF SAID PARCEL;

THENCE NORTH 88°06'54" WEST, ALONG THE SOUTH LINE OF SAID PARCEL,
230.24 FEET, TO THE SOUTHWEST CORNER OF SAID PARCEL;

THENCE NORTH 00°57'17" EAST, ALONG THE WEST LINE OF SAID PARCEL, 75.01
FEET, TO THE POINT OF BEGINNING.

STATE OF WASHINGTON)
) ss.
COUNTY OF SNOHOMISH)

ERWIN SUPARNO, being first duly sworn upon oath, deposes and says:

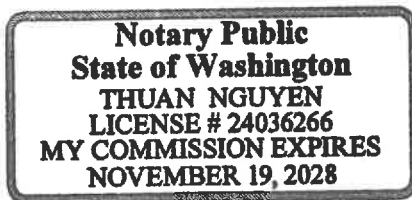
1. I am the MEMBER of TALON VENTURES, a Washington LLC.
2. I am duly authorized to execute deeds or encumbrances on behalf of the company and may sign under oath on behalf of the company.
3. I have signed the annexation petition for 24229 48th AVE W, MOUNTLAKE TERRACE, WA (PARCEL ID 004551-000-010) and I am duly authorized to sign said petition on behalf of TALON VENTURES, LLC.

DATED this 18 day of July, 2025, at Mill Creek, Washington.



ERWIN SUPARNO
MEMBER of TALON VENTURES, LLC

SUBSCRIBED AND SWORN to before me this 18 day of July, 2025.





Name Printed: Thuan Nguyen
NOTARY PUBLIC in and for the State
of Washington, residing at Lynnwood, WA
My commission expires: 11/19/2028

STATE OF WASHINGTON)
COUNTY OF SNOHOMISH) ss.

EDRIC CHUNG, being first duly sworn upon oath, deposes and says:

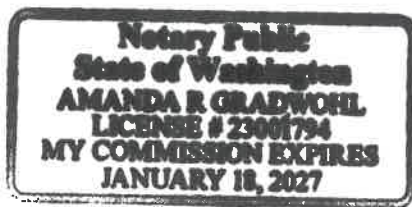
1. I am the MEMBER of TALON VENTURES, a Washington LLC.
2. I am duly authorized to execute deeds or encumbrances on behalf of the company and may sign under oath on behalf of the company.
3. I have signed the annexation petition for 24229 48th AVE W, MOUNTLAKE TERRACE, WA (PARCEL ID 004551-000-010) and I am duly authorized to sign said petition on behalf of TALON VENTURES, LLC.

DATED this 18 day of July, 2025, at MILL CREEK, Washington.



EDRIC CHUNG
MEMBER of TALON VENTURES, LLC

SUBSCRIBED AND SWORN to before me this 18th day of July, 2025.



Amanda R. Gradwohl
Name Printed: Amanda R. Gradwohl
NOTARY PUBLIC in and for the State
of Washington, residing at Bothell, WA
My commission expires: 01/18/2027

STATE OF WASHINGTON)
) ss.
COUNTY OF SNOHOMISH)

IRWAN NGADISASTRA, being first duly sworn upon oath, deposes and says:

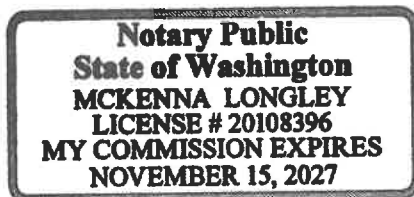
1. I am the MEMBER of TALON VENTURES, a Washington LLC.
2. I am duly authorized to execute deeds or encumbrances on behalf of the company and may sign under oath on behalf of the company.
3. I have signed the annexation petition for 24229 48th AVE W, MOUNTLAKE TERRACE, WA (PARCEL ID 004551-000-010) and I am duly authorized to sig said petition on behalf of TALON VENTURES, LLC.

DATED this 18th day of July, 2025, at KIRKLAND, Washington.



IRWAN NGADISASTRA
MEMBER of TALON VENTURES, LLC

SUBSCRIBED AND SWORN to before me this 18th day of July, 2025.



mckenna longley
Name Printed: mckenna longley
NOTARY PUBLIC in and for the State
of Washington, residing at Bothell
My commission expires: November 15th 2027



Snohomish County
Assessor's Office

Linda Hjelle
County Assessor

Laura Washabaugh
Chief Deputy

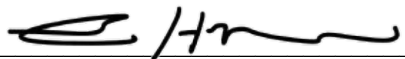
M/S #510
3000 Rockefeller Ave.
Everett, WA 98201-4046

(425) 388-3433
FAX (425) 388-3961

CERTIFICATE OF SUFFICIENCY

I, Chris Huyboom, Snohomish County Deputy Assessor, in accordance with the requirements of RCW 35A.01.040, hereby certify that the Petition for the City of Mountlake Terrace Talon Ventures LLC (P-ANX-25-0013) Annexation submitted to the Assessor on July 14, 2025 and July 23, 2025 is signed by the owners of property comprising 100% of the total assessed value within the area described in the petition, according to the records of the Snohomish County Assessor. The determination of sufficiency was begun on July 28, 2025.

Dated this 28th day of July 2025.

By 
Deputy Assessor

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON,
PROVIDING FOR THE ANNEXATION OF 24229 48th AVE W. TO THE CITY OF
MOUNTLAKE TERRACE; DIRECTING STAFF TO FILE THIS ORDINANCE;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, on or about May 15, 2025, the City received a written “Notice of Intent to Petition for Annexation” signed by Edric Chung, Irwan Ngadisastra, and Erwin Suparno, partners of Talon Ventures, LLC (“Petitioners”), owners of a proposed annexation area that is generally located at 24229 48th Ave W. (“Annexation Area”); and

WHEREAS, because Petitioners own 100 percent of the acreage in the proposed Annexation Area, their signatures on the written “Notice of Intent to Petition for Annexation” represent property owners of over ten percent of the assessed value for general taxation purposes of the property for which annexation is sought; and

WHEREAS, the City Council scheduled the matter for consideration at its regular meeting on June 26, 2026, held a duly noticed public hearing, and passed Resolution 914, approving the request of Petitioners to circulate the annexation petition; and

WHEREAS, Petitioners have agreed to accept the indebtedness of the City, at the same tax rate on the same basis as property currently within the City; and

WHEREAS, pursuant to RCW 35A.14.120, Petitioners submitted a Petition for Annexation of Territory to City of Mountlake Terrace dated July 9, 2025 and July 21, 2025 (“Petition”), representing owners of over sixty percent of the assessed value for general taxation purposes of the Annexation Area; and

WHEREAS, on July 28, 2025, the Snohomish County Assessor’s Office issued a Certificate of Sufficiency certifying that the Petitioners own 100% of the Annexation Area; and

WHEREAS, on August 7, 2025 the City set a hearing date of August 21, 2025 to provide an opportunity for public comment thereon and notice thereof was published in the [newspaper] and posted in three public places within the Annexation Area; and

WHEREAS, the City Council held a duly noticed public hearing concerning the proposed annexation at its regularly scheduled City Council meeting on August 21, 2025 and continued the public hearing to date certain September 4, 2025; and

WHEREAS, on September 4, 2025, the City Council determined that the petition met applicable requirements and that it is in the best interest of the City and general welfare of the City to annex the property within the Annexation Area, and that the Council therefore passed a resolution of intent to annex the Annexation Area, Resolution ;

Ordinance to Annex

WHEREAS, the Planning Commission reviewed the zoning for the Annexation Area at a duly noticed public hearing on [REDACTED], 2025, and recommended that the City Council adopt Residential 1 (RS-1) zoning for the Annexation Area; and

WHEREAS, a Notice of Intention was filed on [REDACTED], 2025, with the Boundary Review Board and, following approval of the legal description for the Annexation Area, the proposal was deemed legally sufficient with an effective filing date of [REDACTED], 2025; and

WHEREAS, on [REDACTED], 2025, the Snohomish County Boundary Review Board waived review by the Boundary Review Board pursuant to RCW 36.93.110 (this is TBD); and

WHEREAS, the City Council has determined that the public interest and general welfare of the City will be served by this annexation; and

WHEREAS, the City Council accordingly desires to annex the Annexation Area into the City of Mountlake Terrace; and

WHEREAS, RCW 35A.14.140 requires that the City effect the annexation by ordinance;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON DOES ORDAIN AS FOLLOWS:

Section 1. Findings: The City Council hereby adopts the above recitals set forth above.

Section 2. Annexation. That there is hereby annexed to the City of Mountlake Terrace, Washington, the following described property:

That portion of the north 75 feet of lots 10 and 11, Giebner-Hendrickson Acre Homes Addition Division No. 2 according to the plat thereof recorded in volume 8 of plats, page 50, records of Snohomish County, Washington, described as follows:

Beginning at the northwest corner of the above-described parcel of land;

Thence south 88°06'54" east, along the north line of said parcel, 230.27 feet, to the northeast corner of said parcel;

Thence south 00°58'46" west, along the east line of said parcel, 75.01 feet, to the southeast corner of said parcel;

Thence north 88°06'58" west, along the south line of said parcel, 230.24 feet, to the southwest corner of said parcel;

Thence north 00°57'17" east, along the west line of said parcel, 75.01 feet, to the point of beginning.

Commonly known as 24229 48th Ave W., Snohomish County Assessor's Number 00455100001001 ("Annexation Area"). The Annexation area is shown in Exhibit A.

Ordinance to Annex

Section 3. Assessment and Taxation. The above-described Annexation Area shall be subject to all pre-existing general indebtedness of the City of Mountlake Terrace and all taxable property therein shall be assessed and taxed so as to pay its proportionate share of such indebtedness contracted or existing or upon the effective date of this Ordinance.

Section 4. Filing of Ordinance. Upon adoption of this Ordinance, City staff is directed to submit a certificate of annexation to the Washington State Office of Financial Management as provided in RCW 35A.14.700; and further authorized to transmit a copy of this Ordinance to the Washington State Department of Revenue and any such other entities as is required or appropriate.

Section 5. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 6. Effective date. That the effective date of said annexation shall be the effective date of the Ordinance. That this Ordinance shall take effect and be in full force on _____, 2025. For purposes of property taxation and the levy of property taxes in calendar year 2025 under RCW 84.09.030, this Ordinance shall be effective, and the boundaries of the City shall include the Annexation Area as of January 1, 2025. The City shall provide notice of annexation to the state Office of Financial Management, the Department of Revenue, and City departments following the annexation effective date.

PASSED BY THE CITY COUNCIL OF THE CITY OF MOUNTLAKE TERRACE this _____ day of _____, 2025 and signed in authentication of its passage this _____ day of _____, 2025.

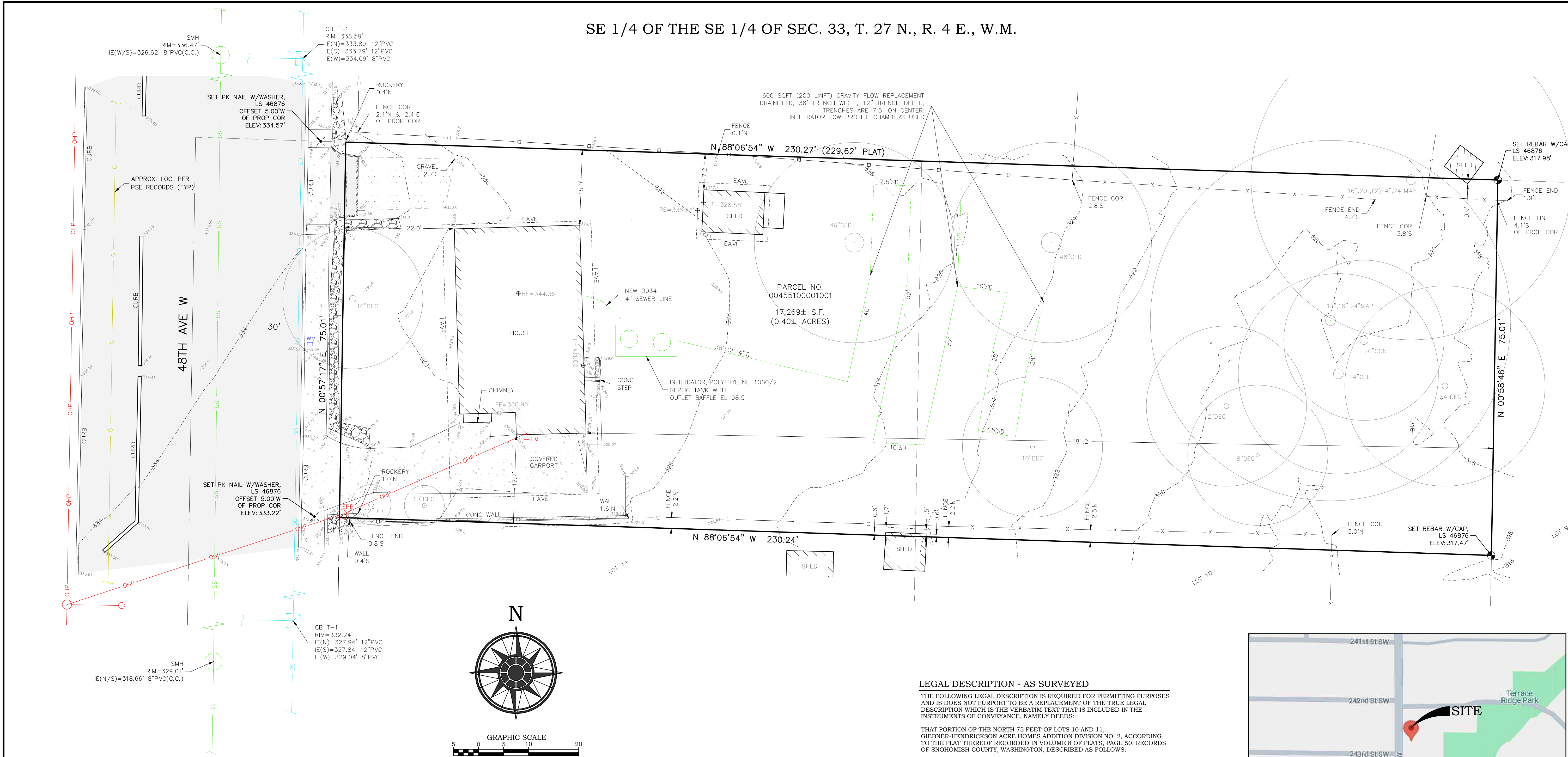
MAYOR KYOKO MATSUMOTO WRIGHT, Mayor

ATTEST: _____
Jennifer Joki, City Clerk

APPROVED AS TO FORM: _____
Hillary Evans, City Attorney

Ordinance to Annex

SE 1/4 OF THE SE 1/4 OF SEC. 33, T. 27 N., R. 4 E., W.M.



LEGAL DESCRIPTION

THE NORTH 75 FEET OF LOTS 10 AND 11, GIEBNER-HENDRICKSON ACRE HOMES ADDITION DIVISION NO. 2, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 8 OF PLATS, PAGE 50, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

BASIS OF BEARINGS

WASHINGTON COORDINATE SYSTEM, NAD83(2011), NORTH ZONE, DERIVED FROM WASHINGTON STATE REFERENCE NETWORK - ACCEPTED THE BEARING OF N 88°07'28" W FOR THE CENTERLINE OF 244TH ST SW, BASED ON FOUND MONUMENTS IN CASE.

VERTICAL DATUM & CONTOUR INTERVAL

NAVD88 - ELEVATIONS SHOWN ON THIS DRAWING WERE DERIVED FROM INFORMATION PROVIDED BY CITY OF MOUNTLAKE TERRACE SURVEY CONTROL DATABASE.

POINT ID NO. 177 - CONC MON W/IRON PIPE, DOWN 1.1" IN CASE, AT THE INTX. OF 244TH ST SW AND 48TH AVE W
ELEVATION: 326.459 FEET

2.0' CONTOUR INTERVAL ARE DERIVED FROM DIRECT FIELD OBSERVATIONS - THE EXPECTED VERTICAL ACCURACY IS EQUAL TO 1/2 CONTOUR INTERVAL OR ± 1.0' FOR THIS PROJECT

REFERENCES

1. TERRACE RIDGE, VOL. 18, PG. 96, RECORDS OF KING COUNTY, WASHINGTON.

SURVEY PURPOSE

ANNEXATION PROCESS

GENERAL NOTES

1. THIS SURVEY WAS COMPLETED WITHOUT BENEFIT OF A CURRENT TITLE REPORT. EASEMENTS AND OTHER ENCUMBRANCES MAY EXIST ON THIS PROPERTY THAT ARE NOT SHOWN HEREON.
2. INSTRUMENTATION FOR THIS SURVEY WAS A 3-SECOND LEICA TS16 ROBOTIC TOTAL STATION AND/OR LEICA GS16 GPS RECEIVER. PROCEDURES USED IN THIS SURVEY MEET OR EXCEED STANDARDS SET BY WAC 332-130-090.
3. THE INFORMATION ON THIS MAP REPRESENTS THE RESULTS OF A SURVEY MADE IN MAY 2025 AND CAN ONLY BE CONSIDERED AS INDICATING THE GENERAL CONDITIONS EXISTING AT THAT TIME.
4. UTILITIES SHOWN ON THIS SURVEY ARE BASED UPON ABOVE GROUND OBSERVATIONS AND AS-BUILT PLANS WHERE AVAILABLE. ACTUAL LOCATIONS OF UNDERGROUND UTILITIES MAY VARY AND UTILITIES NOT SHOWN ON THIS SURVEY MAY EXIST ON THIS SITE.
5. ALL MONUMENTS WERE LOCATED DURING THIS SURVEY UNLESS OTHERWISE NOTED.
6. VARIOUS VERTICAL SITE BENCHMARKS ARE INCLUDED ON THIS DRAWING WHICH CAN BECOME DISTURBED OVER TIME OR MISIDENTIFIED. WHEN UTILIZING SITE BENCHMARKS, IT SHALL BE THE RESPONSIBILITY OF THE CLIENT/CONTRACTOR TO VERIFY THAT THE BENCHMARK ELEVATION POSTED ON THE DRAWING CORRECTLY REPRESENTS THE ELEVATION OF THE CORRESPONDING SURVEY POINT BEING USED ON SITE. VERIFICATION DILIGENCE WOULD INCLUDE CHECKING VERTICAL RELATIONSHIPS BETWEEN THE SITE BENCHMARK AND VARIOUS OTHER POINTS WITH KNOWN ELEVATIONS, INCLUDING OTHER SITE BENCHMARKS.

PROJECT INFORMATION

TAX PARCEL NUMBER: 00455100001001
PROJECT ADDRESS: 24229 48TH AVE W
MOUNTLAKE TERRACE, WA 98043
ZONING: TBD
JURISDICTION: SNOHOMISH COUNTY
PARCEL ACREAGE: 17,269 S.F. (0.40± ACRES)
AS SURVEYED

LEGEND

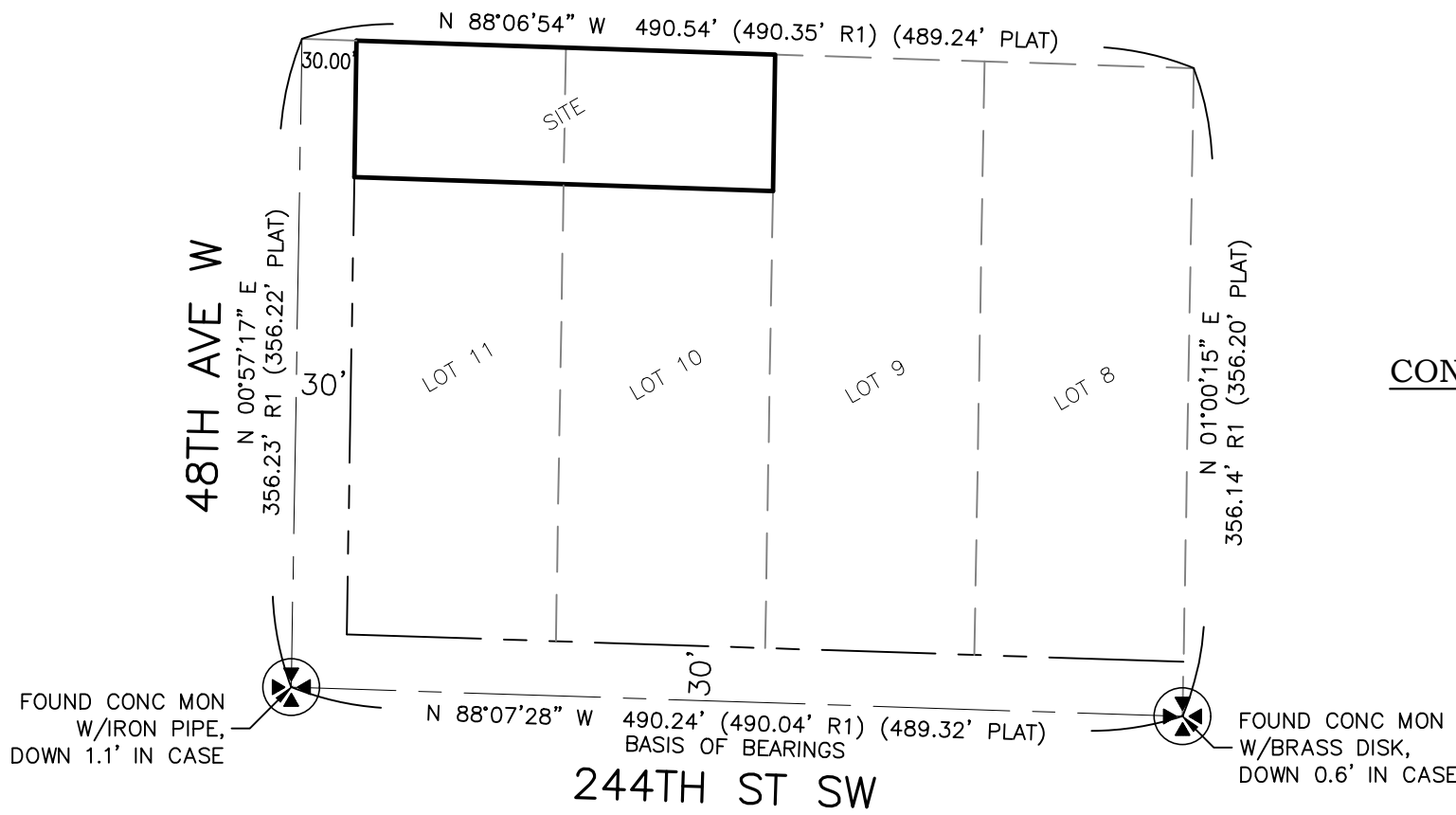
CD	CEDAR
CON	CONIFEROUS
DEC	DECIDUOUS
MAP	MAPLE
MANHOLE	MANHOLE
RESIDENTIAL MAILBOX	RESIDENTIAL MAILBOX
CB (TYPE-1)	CB (TYPE-1)
WATER METER	WATER METER
ELECTRIC METER	ELECTRIC METER
ELECTRIC POWER POLE	ELECTRIC POWER POLE
ROOF ELEVATION	ROOF ELEVATION
FINISH FLOOR ELEVATION	FINISH FLOOR ELEVATION
FOUND MONUMENT IN CASE	FOUND MONUMENT IN CASE
SET/FOUND BOUNDARY MARKER, AS DESCRIBED	SET/FOUND BOUNDARY MARKER, AS DESCRIBED
SET/FOUND NAIL AS DESCRIBED	SET/FOUND NAIL AS DESCRIBED
POWER POLE W/LIGHT	POWER POLE W/LIGHT
ASPHALT SURFACE	ASPHALT SURFACE
CONCRETE SURFACE	CONCRETE SURFACE
ROCKERY	ROCKERY
GRAVEL SURFACE	GRAVEL SURFACE
SANITARY SEWER LINE	SANITARY SEWER LINE
STORM DRAINAGE LINE	STORM DRAINAGE LINE
OVERHEAD POWER	OVERHEAD POWER
WOOD FENCE	WOOD FENCE
CHAIN LINK FENCE	CHAIN LINK FENCE
BUILDING LINE	BUILDING LINE
CONCRETE WALL	CONCRETE WALL
GAS LINE	GAS LINE

LEGAL DESCRIPTION - AS SURVEYED

THE FOLLOWING LEGAL DESCRIPTION IS REQUIRED FOR PERMITTING PURPOSES AND IS DOES NOT PURPORT TO BE A REPLACEMENT OF THE TRUE LEGAL DESCRIPTION WHICH IS THE VERBATIM TEXT THAT IS INCLUDED IN THE INSTRUMENTS OF CONVEYANCE, NAMELY DEEDS:

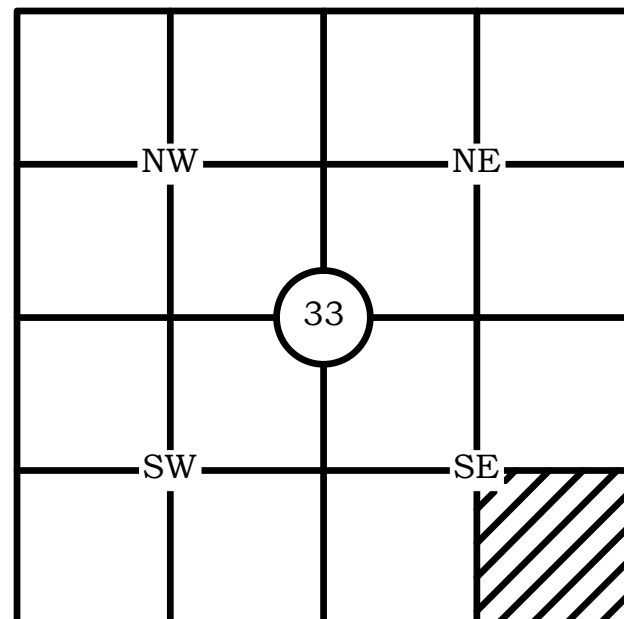
THAT PORTION OF THE NORTH 75 FEET OF LOTS 10 AND 11, GIEBNER-HENDRICKSON ACRE HOMES ADDITION DIVISION NO. 2, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 8 OF PLATS, PAGE 50, RECORDS OF SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE ABOVE-DESCRIBED PARCEL OF LAND;
THENCE SOUTH 88°06'54" EAST, ALONG THE NORTH LINE OF SAID PARCEL, 230.27 FEET, TO THE NORTHEAST CORNER OF SAID PARCEL;
THENCE SOUTH 00°58'46" WEST, ALONG THE EAST LINE OF SAID PARCEL, 75.01 FEET, TO THE SOUTHEAST CORNER OF SAID PARCEL;
THENCE NORTH 88°06'54" WEST, ALONG THE SOUTH LINE OF SAID PARCEL, 230.24 FEET, TO THE SOUTHWEST CORNER OF SAID PARCEL;
THENCE NORTH 00°57'17" EAST, ALONG THE WEST LINE OF SAID PARCEL, 75.01 FEET, TO THE POINT OF BEGINNING.



VICINITY MAP
NTS

CONTROL DIAGRAM
NTS



BOUNDARY & TOPOGRAPHIC SURVEY

TALON VENTURES LLC
24229 48TH AVE W
MOUNTLAKE TERRACE, WA 98043

JOB NO. 25027
DRAWN BY: RSN
CHECKED BY: MAB
DATE: 05/12/2025

SHEET
1 OF 1

DATE	REVISION	METES AND BOUNDS LEGAL DESCRIPTION ADDED
06/19/25		

PH: 206.406.1257
nicole@bba-surveying.com
www.bbasurveying.com



CITY OF MOUNTLAKE TERRACE

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON,
DECLARING THE CITY’S INTENT TO ANNEX AN AREA OF
UNINCORPORATED SNOHOMISH COUNTY; DESCRIBING THE
BOUNDARIES OF THE AREA TO BE ANNEXED; AND PROVIDING
DIRECTION TO STAFF**

WHEREAS, on or about May 15, 2025, the City received a written “Notice of Intent to Petition for Annexation” signed by Edric Chung, Irwan Ngadisastra, and Erwin Suparno, partners of Talon Ventures, LLC (“Petitioners”), owners of a proposed annexation area that is generally located at 24229 48th Ave W. (“Annexation Area”); and

WHEREAS, because Petitioners own 100 percent of the acreage in the proposed Annexation Area, their signatures on the written “Notice of Intent to Petition for Annexation” represent property owners of over ten percent of the assessed value of the property for which annexation is sought; and

WHEREAS, the City Council scheduled the matter for consideration at its regular meeting on June 26, 2026, held a duly noticed public hearing, and passed Resolution 914, approving the request of Petitioners to circulate the annexation petition; and

WHEREAS, pursuant to RCW 35A.14.120, Petitioners submitted a Petition for Annexation of Territory to City of Mountlake Terrace dated July 9, 2025 and July 21, 2025 (“Petition”), representing owners of over sixty percent of the assessed value for general taxation purposes of the Annexation Area; and

WHEREAS, on July 28, 2025, the Snohomish County Assessor’s Office issued a Certificate of Sufficiency certifying that the Petitioners own 100% of the Annexation Area; and

WHEREAS, the proposed annexation area contains 0.40 acres and has boundaries contiguous to the City; and

WHEREAS, the City Council held a duly noticed public hearing concerning the proposed annexation at the City Council meeting on August 21, 2025 and continued the public hearing to date certain September 4, 2025; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Findings. The City Council adopts the above recitals in support of the annexation proposed by this Resolution. The Council further finds that the public interest

and general welfare of the City would be served by the proposed annexation and does intend to annex the property.

Section 2. Petitioners. The Annexation Area consists of 0.40 acres wholly owned by Petitioners.

Section 3. Proposed Annexation Boundaries. The boundaries of the proposed annexation's Annexation Area are depicted in Exhibit A and legally described in Exhibit B to this Resolution and incorporated herein by reference.

Section 4. Filing. The City Manager or his designee is hereby authorized and directed to file a copy of this Resolution with the Snohomish County Boundary Review Board seeking approval of the annexation to the City. The City Manager is authorized to take all necessary steps to ensure approval of the annexation by the Boundary Review Board including requesting review be waived pursuant to RCW 36.93.110.

Section 5. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this resolution is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this resolution.

Section 7. Effective Date. This resolution shall take effect and be in force immediately upon its passage.

Section 8. Corrections. The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener/clerical errors, references, numbering, section/subsection numbers and any references thereto.

PASSED by the City Council of the City of Mountlake Terrace this ____ day of September, 2025, and signed in authentication of its passage this ____ day of September, 2025.

MAYOR KYOKO MATSUMOTO WRIGHT, Mayor

ATTEST: _____
Jennifer Joki, City Clerk

APPROVED AS TO FORM: _____
Hillary Evans, City Attorney



CITY OF
**MOUNTLAKE
TERRACE**



Petition for Annexation

24229 48th Ave. W

City Council Regular Meeting: September 4, 2025

Christy Osborn, Director, Community and Economic Development

PURPOSE

- Petitions to Annex property located at 24229 48th Ave. W have been filed with the City.
- Petitions have been certified as sufficient by Snohomish County Assessor's Office.
- Hold a public hearing on the Annexation Petition
 - There are no statutory requirements concerning the actual hearing, other than to give proponents and opponents an opportunity to speak.
 - First reading on annexation ordinance following the public hearing required per MTMC 18.05.320 (B).
- Consider resolution to accept the petition and file a Notice of Intent to Annex with the Snohomish County Boundary Review Board.

AGENDA

- Council Goals
- Comprehensive Plan Vision 2044
- Legislative History
- Subject Summary
- Financial or budget impacts
- Staff Recommendation/request of Council
- Next Steps

COUNCIL GOALS

Growing Our Vibrant Community

An active and dynamic city where arts, culture, and diversity thrive, fostering connections among community members who call Mountlake Terrace home.

COMPREHENSIVE PLAN VISION 2044

Capital Facilities Element

Policy CF-2.4: Annexation is required before providing services to unincorporated areas

Land Use Element

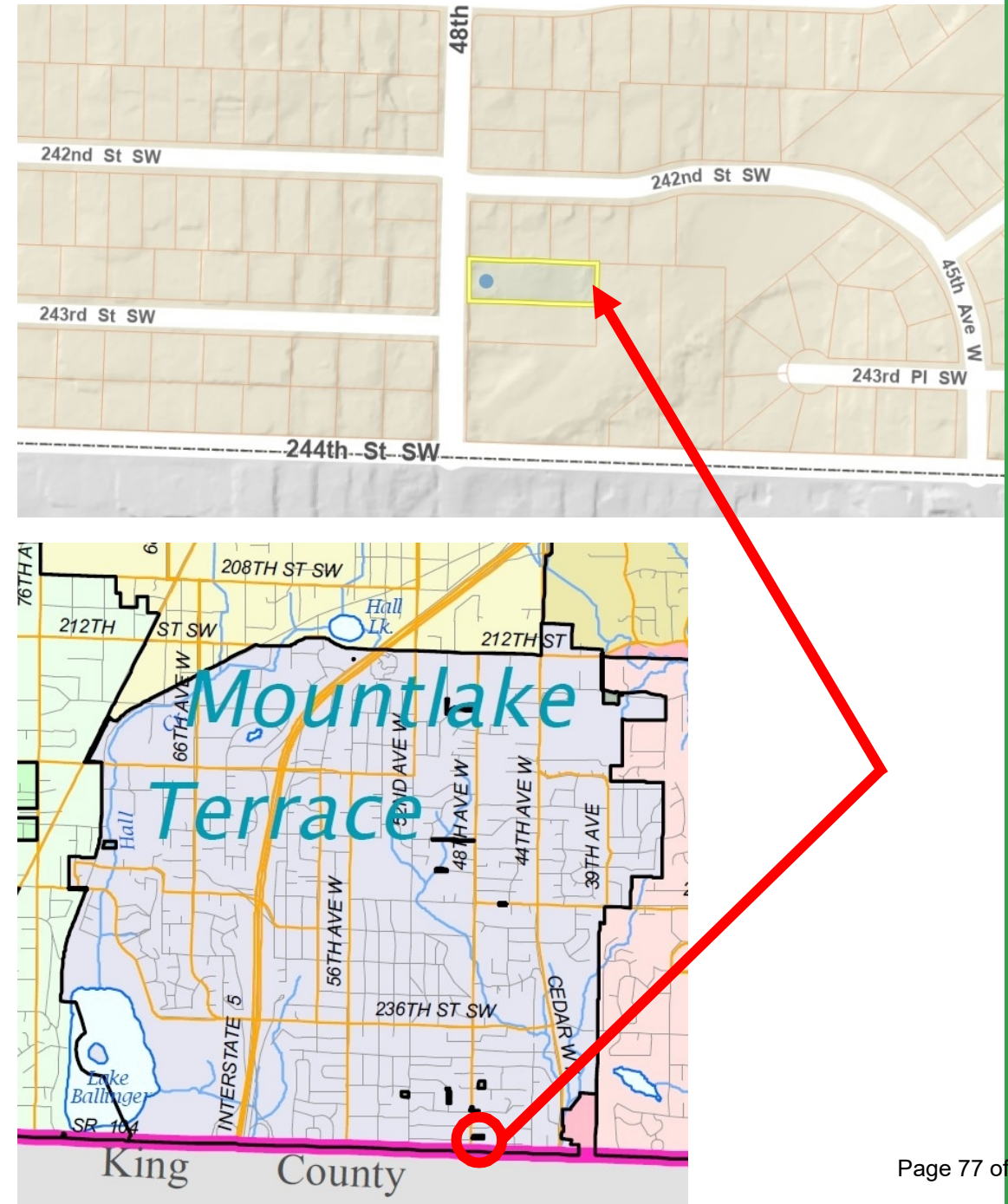
Policy LU-5.5: Work cooperatively with Snohomish County to ensure future annexations have a smooth and orderly transition to City governance

LEGISLATIVE HISTORY

Date	Meeting/Topic	Action
June 12, 2025	Work Session Introduce Notice of Intent to Commence Annexation Proceedings for subject property	Review Notice of Intent to Commence Annexation Proceedings
June 26, 2025	Regular Meeting Take action on Notice of Intent to Commence Annexation Proceedings for subject property	Passed Resolution 914 • Accepted the proposed area of annexation • Authorized the circulation of the petition • Required zoning adoption at time of annexation • Required assumption of existing City Indebtedness
August 7, 2025	Regular Meeting Work session to set date for public hearing on the petition.	Set public hearing date for August 21, 2025
August 21, 2025	Regular Meeting – Begin public hearing	Continue public hearing to date certain Sept. 4 to allow for corrected public notice
Future meetings, and public hearings by Council to be expected		

SUMMARY

- Proposed Annexation Area
 - 24229 48th Ave W
 - 0.40 acres (17,269 square feet)
 - Area boundaries are adjacent to City limits and within the Mountlake Terrace Urban Growth Area
 - Property owners interested in connecting to city sewer service
- Annexation petitions filed with the City July 9 and July 21.
- Certificate of Sufficiency on petition received from Snohomish County July 28, 2025.



FINANCIAL/BUDGET IMPACTS

- No budget impacts

COMMUNITY NOTIFICATION

- City Council Agenda
- Public Hearing Notice posted
 - 3 locations on subject site, 24229 48th Ave W, per state law
 - City posting locations (City Hall kiosk, City website)
- Public Notice published in newspaper
- Public Noticed mailed to neighbors within 300 feet of the subject property

STAFF RECOMMENDATION

Staff recommends the City Council passes a resolution to...

- Accept the petition
- Direct staff to file a Notice of Intent with the Snohomish County Boundary Review Board.

NEXT STEPS

- Staff will send the annexation request to the Snohomish County Boundary Review Board for review.
- City Council work session to review annexation and zoning ordinance drafts
- City Council hold a public hearing on the annexation and zoning ordinances and consider annexation and zoning ordinances for adoption

DISCUSSION & QUESTIONS

Thank you





STAFF REPORT

To: Mountlake Terrace City Council

From: Christy Osborn, Community and Economic Development Director

Meeting Date: September 4, 2025

Subject: Review and Vote on Ordinance Adopting Business License Requirements

Required Reviews:

Jennifer Joki	Created/Initiated - 08/29/2025
Christy Osborn	Approved - 08/29/2025
Sirke Salminen	Approved - 08/29/2025
Jeff Niten	Approved - 08/29/2025
Hillary Evans	Final Approval - 08/29/2025

Council Goal(s):

Responsible Governance to Ensure Desired Level of Service

Legislative History:

N/A

Subject Summary:

The state model ordinance for business license requirements was recently amended to increase the gross income thresholds for non-resident fee-free licenses/registrations only to \$4,000 from \$2,000. The city currently has a \$12,000 threshold. The model ordinance also requires, effective January 1, 2026 and every four years thereafter, for this threshold amount to have an automatic periodic increase based on the Consumer Price Index ("CPI").

Proposed amendments to the municipal code reflect these requirements and will be in conformance with state law once adopted.

Financial/Budget Impacts:

Budget Amendment Required? No

Budget and Sources:	N/A
Expenditure:	N/A
New Appropriation Required + Sources	N/A

Additional Financial Information:

N/A

Community Notifications:

City Council Agenda

If "Other," please specify:

Board/Commission Recommendation:

Pass the ordinance adopting the amendment to Mountlake Terrace Municipal Code 5.05.027 related to business license thresholds for inclusion of gross income thresholds for fee-free licenses/registration only to be adjusted for inflation per the proposed ordinance in compliance with state law.

Staff Recommendation:

Council Motion:

Attachments:

1. Ordinance Adopting Business License Requirements

**CITY OF MOUNTLAKE TERRACE
ORDINANCE NO.**

**AN ORDINANCE OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON,
AMENDING MOUNTLAKE TERRACE MUNICIPAL CODE 5.05.027, RELATED TO
BUSINESS LICENSE THRESHOLDS; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, Revised Code of Washington (RCW) Chapter 35.90 requires all Washington cities and towns with business licensing requirements to follow provisions of a model ordinance that is updated from time to time; and

WHEREAS, the 2018 final recommendation for inclusion in the model ordinance was a \$2,000 gross income threshold for out-of-city (“non-resident”) businesses; and

WHEREAS, in 2024 the model threshold was reviewed and updated by a work group of cities with the final recommendation for inclusion in the model ordinance to increase the gross income threshold for non-resident business to \$4,000 with an effective date of January 1, 2026 and that every four years thereafter, the threshold would have an automatic periodic increase based on cumulative inflation; and

WHEREAS, RCW 35.90.080(1)(c) requires that changes must be adopted by cities with the same effective date; and

WHEREAS, though the City’s threshold exemption is greater than the state-mandated \$4,000, the Mountlake Terrace Municipal Code should be amended to adjust for inflation as now required by state law.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON DOES ORDAIN AS FOLLOWS:

Section 1. MTMC 5.05.027, Amended. Mountlake Terrace Municipal Code 5.05.027 entitled “Threshold with fee-free license/registration only” is hereby amended to read as follows:

5.05.027 Threshold with fee-free license/registration only.

For purposes of the license required by this chapter, any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the City is equal to or less than \$12,000, and who does not maintain a place of business within the City, shall submit a business license registration to the director or designee. The threshold does not apply to regulatory license requirements or other activities that require a specialized permit.

The threshold amount of \$12,000 will be adjusted January 1, 2030 and every forty-eight months thereafter by an amount equal to the increase in the Consumer Price Index (“CPI”) for “West Urban, All Urban Consumers” (CPI-U) for each 12-month period ending on June 30 as published

by the United States Department of Labor Bureau of Labor Statistics or successor agency. To calculate this adjustment, the current rate will be multiplied by one plus the cumulative four-year (forty-eight month) CPI increase using each 12-month period ending on June 30 of each prior year, and rounded to the nearest \$100. However, if any of the annual CPI increases are more than five (5) percent, a five (5) percent increase will be used in computing the annual basis and if any of the annual CPI decreased during the forty-eight-month period, a zero (0) percent increase will be used in computing the annual basis.

Section 2. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener/clerical errors, references, Ordinance numbering, section/subsection numbers and any references thereto.

Section 3. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

Section 4. Summary, Publication, and Effective Date. This Ordinance or a summary thereof consisting of the title, shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after its adoption and publication as required by law.

ADOPTED BY THE CITY COUNCIL ON SEPTEMBER 4, 2025.

Kyoko Matsumoto Wright, Mayor

ATTEST: _____
City Clerk

APPROVED AS TO FORM: _____
Hillary J. Evans, City Attorney



STAFF REPORT

To: Mountlake Terrace City Council

From: Jeff Betz, Parks and Recreation Director

Meeting Date: September 4, 2025

Subject: Review and Vote on Resolution Accepting Washington State Department of Transportation Funds

Required Reviews:

Jeff Betz	Created/Initiated - 08/26/2025
Jeff Betz	Approved - 08/26/2025
Carolyn Hope	Approved - 08/26/2025
Sirke Salminen	Approved - 08/27/2025
Hillary Evans	Final Approval - 08/27/2025

Council Goal(s):

Responsible Governance to Ensure Desired Level of Service, An Informed and Engaged Community, Growing our Vibrant Community

Legislative History:

May 2, 2024 City Council Meeting, Review and Vote on Resolution

Subject Summary:

In 2021, the city submitted an application with the 2022 Community Project Fund (Federal Earmarks) and was awarded \$2,000,000 to support construction of accessible pedestrian pathways through Veterans Memorial Park and development of a Pedestrian Plaza (Transit Connection Corridor Project). These funds required a 13.5% local match, which is \$270,000 and supported by a pair of Sound Transit grants. When this resolution was brought to Council in May 2024, it directly allocated the funds towards Veterans Memorial Park. However, the grant allows the funds to be spent on the entire Transit Connection Corridor Project, which also includes the Pedestrian Plaza. The Pedestrian Plaza bid process will be moving forward in September and staff requests changes to the resolution to authorize the use of these funds for both projects, as needed.

Financial/Budget Impacts:

Budget Amendment Required? No

Budget and Sources:	N/A
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Expenditure:	N/A
New Appropriation Required + Sources	N/A

Additional Financial Information:

N/A

Community Notifications:

City Council Agenda

Board/Commission Meeting

Social Media

News Release

Newspaper

If "Other," please specify: Recreation and Parks

Advisory Commission

Board/Commission Recommendation:

At the September 4, 2025 City Council Meeting, staff recommend that the City Council review, vote and approve on an amended resolution, authorizing the use of the \$2,000,000 grant for the entire Transit Connection Corridor Project, including park improvements at Veterans Memorial Park and Pedestrian Plaza. This can occur by voting at the September 4 Council Meeting.

Staff Recommendation:

Council Motion:

Attachments:

1. Resolution Accepting WA State DOT Funds

CITY OF MOUNTLAKE TERRACE

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF MOUNTLAKE TERRACE,
WASHINGTON, ACCEPTING FEDERAL HIGHWAY
ADMINISTRATION FUNDING FROM THE WASHINGTON
DEPARTMENT OF TRANSPORTATION IN THE AMOUNT OF
\$2,000,000 FOR CONSTRUCTION OF THE VETERANS MEMORIAL
PARK TRAILS AND PEDESTRIAN PLAZA KNOWN AS THE TRANSIT
CONNECTION CORRIDOR PROJECT**

WHEREAS, the City has goals to improve pedestrian connectivity between the Mountlake Terrace Transit Center and the redeveloping Town Center; and

WHEREAS, the City requested financial assistance from Fiscal Year 2022 Community Project Fund to support construction of illuminated and accessible pedestrian pathways and light rail access through Veterans Memorial Park in addition to construction of a Pedestrian Plaza adjacent to light rail as a part of the larger Transit Connection Corridor Project; and

WHEREAS, the City was awarded Federal Highway Administration earmark funds (DEMO) in an amount of \$2,000,000 to support the construction phase of the Project; and

WHEREAS, the City has already approved of this grant funding in May 2024 for Veterans Memorial Park Trails and intends to utilize some funding for the Pedestrian Plaza to further promote and improve pedestrian connectivity within the City as a party of the larger Transit Connection Corridor Project; and

WHEREAS, the City will execute a Local Agency Agreement with Washington State Department of Transportation to accept the federal funds; and

WHEREAS, the earmark funds require the City to contribute a local match of 13.5%, in an amount of \$270,000.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorization. The City Manager is authorized to execute the Local Agency Agreement with Washington State Department of Transportation to complete acceptance of the grant funds and assist with construction of the Veterans Memorial Park trails and the Pedestrian Plaza both as a part of the larger Transit Connection Corridor Project.

APPROVED BY THE CITY COUNCIL ON SEPTEMBER 4, 2025.

Kyoko Matsumoto Wright, Mayor

ATTEST: _____
City Clerk

APPROVED AS TO FORM: _____
Hillary J. Evans, City Attorney

DRAFT