



MOUNTLAKE TERRACE CITY COUNCIL
WORK SESSION MINUTES

November 13, 2025
7:00 p.m.

Mountlake Terrace City Hall and
via Telephone and Teleconference

Councilmembers Present

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

Councilmembers Absent

Councilmember Ryan

Guests

ECONorthwest Project Manager Mackenzi Visser

Staff Members Present

Building Official Matthew Gisle
City Clerk Jennifer Joki
City Engineer Rich Meredith
City Manager Jeff Niten
Deputy City Manager Carolyn Hope
Finance Director Sirke Salminen
Finance Senior Accountant Artus Nemati
Finance Technician Caitland Reinke
Recreation and Parks Director Jeff Betz
Recreation Supervisor Aquatics Rose Ploeg
Recreation Supervisor Support Services Renee Norton
Recreation Supervisor Athletics/Youth Danielle Ladd

1. Call to Order

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

2. Attendance Roll Call

City Clerk Jennifer Joki called roll.

A motion to excuse Councilmember Ryan was made and seconded. **Motion passed 6-0.**

3. General Public Comment

All public comments submitted in writing were provided to Council.

- MLT resident Victor Eskenazi commented on public safety and trust and requested more city get togethers to discuss with residents.

4. Presentation on Draft Housing Action Plan

Building Official Matthew Gisle and ECONorthwest Project Manager Mackenzi Visser

Visser presented on this item to include the Housing Action Plan overview, plan context, housing needs and opportunities, action details, implementation timeframe, completed actions, in-progress actions, near-term actions, mid-term regulatory changes, long-term actions, ongoing actions and partnerships, and next steps.

Gisle and Visser heard and responded to questions and comments from Council regarding section 5.9 for safe property maintenance and development opportunities, evolving processes, nuisance buildings in the city, the implementation timeframe, mobile home parks, appreciation for the presentation, plan flexibility, CLT (Community Land Trust), section 4.3 strategically target, this plan as a road map with council involved, input from Planning Commission, improving and simplifying housing processes, junk fees, income restricted housing programs and incentives, stacked condos, vouchers, and positive feedback about the plan from a property owner.

5. Review Resolution Adopting Community and Economic Development Fee Schedule

Building Official Matthew Gisle

Gisle presented on this item to include the background, purpose, reduced costs, engagement, data-based decisions, process improvements, added permits, residential unit inspection program, modular structures, life safety and oversight, updated language, and reduced time for reviews.

Gisle heard and responded to questions and comments from Council regarding streamlining the process, community engagement opportunities, timelines, and plan revisions.

6. Review Resolution Adopting Recreation Fee Schedule

Recreation and Parks Director Jeff Betz and Recreation Supervisory Rose Ploeg, Renee Norton, and Danielle Ladd

Betz, Ploeg, Norton and Ladd presented on this item to include the purpose, background, program fee schedules, fee comparisons, program outlook, timeline for approval, and staff recommendation.

Betz heard and responded to questions and comments from Council regarding the Ballmer Group grant for early childhood education, residents vs. non-residents childcare, incremental price increases, charging more for non-residents, additional data, appreciation for the work on this, concern for supply and demand, capacity and waiting lists, ability for low-income childcare center able to open, and ask of council.

7. Review Resolution Adopting Engineering Fee Schedule

City Engineer Rich Meredith

Meredith presented on this item to include background, streamlining processes, finding efficiencies, and cost of living utility connection increase.

The mayor called for a 5-minute recess.



8. Presentation on 3rd Quarter Financial Report

Finance Director Sirke Salminen and Senior Accountant Artus Nemati

Nemati presented on this item to include updates to the General Operating, Recreation, Street Operating, Fleet, Hotel/Motel Tax, Debt Service, Capital Projects, and Utility funds.

Nemati, Salminen, and City Manager Jeff Niten heard and responded to questions and comments from Council regarding Development Service fees, appreciation for this presentation, and fleet partnerships with other cities.

9. Review Biennial Budget Amendment

Finance Director Sirke Salminen Finance Technician Caitland Reinke

Salminen and Reinke presented on this item to include council goals, subject summary, 2025 and 2026 changes to beginning fund balances, transfers, additions, budget amendment summaries, community notification, financial budget impacts, public hearings, and staff recommendation for the 2025 and 2026 amendments.

Salminen and Reinke heard and responded to questions and comments from Council regarding budget amendment for the library, timing of budget amendments, ordinance and presentation about transparency, gratitude for the work Finance has done to get the beginning and ending fund balances current, council invited to sit in on finance exit interviews with State Auditor, and tracking and transparency.

A motion to extend the meeting until 10:30 p.m. was made by Mayor Pro Tem Wahl and seconded.
Motion passed 6-0.

10. Review Ordinance Adopting Property Tax Levy

Finance Director Sirke Salminen Finance Technician Caitland Reinke

Salminen and Reinke presented on this item to include the background, property tax allocation, typical levy rates by city, total taxable assessed value over time, average resident value, typical total property tax, typical levy rate per residence, general operating levy options for 2026, and the staff recommendation.

11. City Manager's Report

City Manager Jeff Niten

- Recreation Conservation Office has agreed to fund Upper Veterans Plateau at \$1.3million.
- Holiday tree will be assembled on November 26.

12. Review November 20, 2025 Meeting Agenda

The meeting agenda was reviewed by council.

13. Council Comments

- Councilmember Woodard commented on update from the City Manager evaluation consultant who still needs input from 2 members.
- Mayor confirmed that November 19 and December 8 are still the same days for the City



Manager evaluation discussions with consultant.

- Councilmember Murray commented on community members feeling safe and guided community conversations for residents to provide feedback.
- Mayor Pro Tem Wahl commented in support of community conversations and safety issues related to traffic.
- Councilmember Woodard commented that the next Chamber of Commerce meeting will be discussing community safety.

14. Adjournment

Mayor Matsumoto Wright adjourned the meeting at 10:03 p.m.

Kyoko Matsumoto Wright

Kyoko Matsumoto Wright, Mayor

Jennifer C Joki

Jennifer Joki, City Clerk