

CITY OF MOUNTLAKE TERRACE

ORDINANCE NO. 2824

**AN ORDINANCE OF THE CITY OF MOUNTLAKE TERRACE,
WASHINGTON AMENDING THE 2023-2024 BIENNIAL BUDGET TO
FUND A NEW FULL TIME EMPLOYEE IN THE CITY'S FINANCE
DEPARTMENT; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, on December 5, 2022, the City adopted the 2023-2024 biennial budget by Ordinance No. 2818; and

WHEREAS, the City's Finance Department is beginning a new Passport Program to benefit the residents of the City; and

WHEREAS, the City Council has determined the Finance Department needs one additional full-time employee ("FTE") for the Passport Program and to assist with Utility Billing; and

WHEREAS, the City desires to amend the 2023-2024 Biennial Budget for the additional revenue and expenditure authority associated with funding the new position.

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

Section 1. Amendment to the 2023-2024 Biennial Budget. Ordinance No. 2818 adopting the City budget for the 2023-2024 biennium is hereby amended as shown in Exhibits A-2 and B-2 which are attached hereto and incorporated herein by this reference. In all other aspects, Ordinance No. 2818 remains in full force and effect.

Fund - 2023	Revenues	Expenditures
General Fund	\$115,000	\$94,564

Fund - 2024	Revenues	Expenditures
General Fund	\$115,500	\$98,787

Section 3. Transmittal of Ordinance. The City Clerk is hereby directed to transmit the Budget Modification to the Auditor of the State of Washington, Division of Municipal Corporation, and to the Association of Washington Cities.

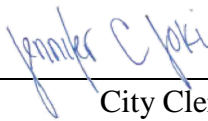
Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or

unconstitutionality shall not affect the validity or constitutionality of any section, sentence, clause or phrase of this Ordinance.

Section 5. 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 the date of publication.

PASSED by the City Council of the City of Mountlake Terrace this 21st day of February, 2023, and signed in authentication of its passage this 21st day of February, 2023.


Mayor Kyoko Matsumoto Wright

ATTEST: 
City Clerk


APPROVED AS TO FORM: 
Hillary Evans, City Attorney

Exhibit A-1

2023 BUDGET SUMMARY BY FUND						
FUND	BEGINNING FUND BALANCE	REVENUES & OTHER SOURCES	TOTAL BEGINNING FUND BALANCE & REVENUES & OTHER SOURCES	EXPENDITURES & OTHER USES	ENDING FUND BALANCE	TOTAL EXPENDITURES & ENDING FUND BALANCE
GENERAL GOVERNMENT FUNDS						
General Fund	\$ 8,648,607	\$ 25,761,755	\$ 34,410,362	\$ 25,939,258	\$ 8,471,104	\$ 34,410,362
Street Operating Fund	484,985	1,295,338	1,780,323	1,337,709	442,614	1,780,323
Recreation Fund	2,860	3,264,700	3,267,560	3,231,349	36,211	3,267,560
American Rescue Plan Act Fund	-	4,686,885	4,686,885	-	4,686,885	4,686,885
Housing Needs Fund	137,799	689	138,488	22,300	116,188	138,488
Debt Service Fund	34,283	827,161	861,444	245,700	615,744	861,444
Strategic Reserve Fund	858,099	8,581	866,680	-	866,680	866,680
Fleet Management Fund	2,556,593	1,499,928	4,056,521	1,378,009	2,678,512	4,056,521
Hotel/Motel Tax Fund	89,958	23,120	113,078	18,685	94,393	113,078
Solid Waste Service Fund	120,337	49,000	169,337	49,028	120,309	169,337
Accumulated Leave Reserve Fund	57,833	578	58,411	-	58,411	58,411
Total General Governmental Funds	\$ 12,991,354	\$ 37,417,735	\$ 50,409,089	\$ 32,222,038	\$ 18,187,051	\$ 50,409,089
UTILITY FUNDS						
Storm Water Utility Fund	3,347,027	4,981,320	8,328,347	4,320,792	4,007,555	8,328,347
Sewer Utility Fund	5,095,577	7,267,825	12,363,402	9,199,730	3,163,672	12,363,402
Water Utility Fund	7,966,575	13,585,958	21,552,533	15,579,857	5,972,676	21,552,533
Total Utility Funds	\$ 16,409,179	\$ 25,835,103	\$ 42,244,282	\$ 29,100,379	\$ 13,143,903	\$ 42,244,282
CAPITAL FUNDS						
Real Estate Excise Tax Fund	5,867,145	1,478,390	7,345,535	5,315,000	2,030,535	7,345,535
Street Construction Fund	3,188,875	15,260,388	18,449,263	15,621,796	2,827,467	18,449,263
Capital Improvement Fund	824,517	8,457,229	9,281,746	8,281,539	1,000,207	9,281,746
Total Capital Funds	\$ 9,880,538	\$ 25,196,007	\$ 35,076,545	\$ 29,218,335	\$ 5,858,210	\$ 35,076,545
TOTAL 2023 BUDGET	\$ 39,281,071	\$ 88,448,845	\$ 127,729,916	\$ 90,540,752	\$ 37,189,164	\$ 127,729,916

Exhibit A-2

2023 BUDGET SUMMARY BY FUND						
FUND	BEGINNING FUND BALANCE	REVENUES & OTHER SOURCES	TOTAL BEGINNING FUND BALANCE & REVENUES & OTHER SOURCES	EXPENDITURES & OTHER USES	ENDING FUND BALANCE	TOTAL EXPENDITURES & ENDING FUND BALANCE
GENERAL GOVERNMENT FUNDS						
General Fund	\$ 8,648,607	\$ 25,877,255	\$ 34,525,862	\$ 26,033,822	\$ 8,492,040	\$ 34,525,862
Street Operating Fund	484,985	1,295,338	1,780,323	1,337,709	442,614	1,780,323
Recreation Fund	2,860	3,264,700	3,267,560	3,231,349	36,211	3,267,560
American Rescue Plan Act Fund	-	4,686,885	4,686,885	-	4,686,885	4,686,885
Housing Needs Fund	137,799	689	138,488	22,300	116,188	138,488
Debt Service Fund	34,283	827,161	861,444	245,700	615,744	861,444
Strategic Reserve Fund	858,099	8,581	866,680	-	866,680	866,680
Fleet Management Fund	2,556,593	1,499,928	4,056,521	1,378,009	2,678,512	4,056,521
Hotel/Motel Tax Fund	89,958	23,120	113,078	18,685	94,393	113,078
Solid Waste Service Fund	120,337	49,000	169,337	49,028	120,309	169,337
Accumulated Leave Reserve Fund	57,833	578	58,411	-	58,411	58,411
Total General Governmental Funds:	\$ 12,991,354	\$ 37,533,235	\$ 50,524,589	\$ 32,316,602	\$ 18,207,987	\$ 50,524,589
UTILITY FUNDS						
Storm Water Utility Fund	3,347,027	4,981,320	8,328,347	4,320,792	4,007,555	8,328,347
Sewer Utility Fund	5,095,577	7,267,825	12,363,402	9,199,730	3,163,672	12,363,402
Water Utility Fund	7,966,575	13,585,958	21,552,533	15,579,857	5,972,676	21,552,533
Total Utility Funds:	\$ 16,409,179	\$ 25,835,103	\$ 42,244,282	\$ 29,100,379	\$ 13,143,903	\$ 42,244,282
CAPITAL FUNDS						
Real Estate Excise Tax Fund	5,867,145	1,478,390	7,345,535	5,315,000	2,030,535	7,345,535
Street Construction Fund	3,188,875	15,260,388	18,449,263	15,621,796	2,827,467	18,449,263
Capital Improvement Fund	824,517	8,457,229	9,281,746	8,281,539	1,000,207	9,281,746
Total Capital Funds:	\$ 9,880,538	\$ 25,196,007	\$ 35,076,545	\$ 29,218,335	\$ 5,858,210	\$ 35,076,545
TOTAL 2023 BUDGET	\$ 39,281,071	\$ 88,564,345	\$ 127,845,416	\$ 90,635,316	\$ 37,210,100	\$ 127,845,416

Exhibit B-1

2024 BUDGET SUMMARY BY FUND						
FUND	BEGINNING FUND BALANCE	REVENUES & OTHER SOURCES	TOTAL BEGINNING FUND BALANCE & REVENUES & OTHER SOURCES	EXPENDITURES & OTHER USES	ENDING FUND BALANCE	TOTAL EXPENDITURES & ENDING FUND BALANCE
GENERAL GOVERNMENT FUNDS						
General Fund	\$ 8,471,104	\$ 20,785,638	\$ 29,256,742	\$ 21,866,414	\$ 7,390,328	\$ 29,256,742
Street Operating Fund	442,614	1,289,008	1,731,622	1,348,779	382,843	1,731,622
Recreation Fund	36,211	3,358,500	3,394,711	3,369,563	25,148	3,394,711
American Rescue Plan Act Fund	4,686,885	46,869	4,733,754	-	4,733,754	4,733,754
Housing Needs Fund	116,188	581	116,769	22,300	94,469	116,769
Debt Service Fund	149,269	829,660	978,929	255,700	723,229	978,929
Strategic Reserve Fund	866,680	8,667	875,347	-	875,347	875,347
Fleet Management Fund	2,678,512	1,538,830	4,217,342	1,413,689	2,803,653	4,217,342
Hotel/Motel Tax Fund	94,393	23,386	117,779	18,872	98,907	117,779
Solid Waste Service Fund	120,309	49,000	169,309	50,499	118,810	169,309
Accumulated Leave Reserve Fund	58,411	584	58,995	-	58,995	58,995
Total General Governmental Funds	\$ 17,720,576	\$ 27,930,723	\$ 45,651,299	\$ 28,345,816	\$ 17,305,483	\$ 45,651,299
UTILITY FUNDS						
Storm Water Utility Fund	4,007,555	4,327,950	8,335,505	4,714,199	3,621,306	8,335,505
Sewer Utility Fund	3,163,672	8,003,698	11,167,370	8,382,811	2,784,559	11,167,370
Water Utility Fund	5,972,676	7,813,537	13,786,213	11,853,644	1,932,569	13,786,213
Total Utility Funds	\$ 13,143,903	\$ 20,145,185	\$ 33,289,088	\$ 24,950,654	\$ 8,338,434	\$ 33,289,088
CAPITAL FUNDS						
Real Estate Excise Tax Fund	2,030,535	1,493,174	3,523,709	1,515,000	2,008,709	3,523,709
Street Construction Fund	2,827,467	19,750,057	22,577,524	19,374,876	3,202,648	22,577,524
Capital Improvement Fund	1,000,207	2,102,862	3,103,069	2,982,426	120,643	3,103,069
Total Capital Funds	\$ 5,858,210	\$ 23,346,093	\$ 29,204,303	\$ 23,872,302	\$ 5,332,001	\$ 29,204,303
TOTAL 2024 BUDGET	\$ 36,722,689	\$ 71,422,001	\$ 108,144,690	\$ 77,168,772	\$ 30,975,918	\$ 108,144,690

Exhibit B-1

2024 BUDGET SUMMARY BY FUND						
FUND	BEGINNING FUND BALANCE	REVENUES & OTHER SOURCES	TOTAL BEGINNING FUND BALANCE & REVENUES & OTHER SOURCES	EXPENDITURES & OTHER USES	ENDING FUND BALANCE	TOTAL EXPENDITURES & ENDING FUND BALANCE
GENERAL GOVERNMENT FUNDS						
General Fund	\$ 8,492,040	\$ 20,901,138	\$ 29,393,178	\$ 21,965,201	\$ 7,427,977	\$ 29,393,178
Street Operating Fund	442,614	1,289,008	1,731,622	1,348,779	382,843	1,731,622
Recreation Fund	36,211	3,358,500	3,394,711	3,369,563	25,148	3,394,711
American Rescue Plan Act Fund	4,686,885	46,869	4,733,754	-	4,733,754	4,733,754
Housing Needs Fund	116,188	581	116,769	22,300	94,469	116,769
Debt Service Fund	149,269	829,660	978,929	255,700	723,229	978,929
Strategic Reserve Fund	866,680	8,667	875,347	-	875,347	875,347
Fleet Management Fund	2,678,512	1,538,830	4,217,342	1,413,689	2,803,653	4,217,342
Hotel/Motel Tax Fund	94,393	23,386	117,779	18,872	98,907	117,779
Solid Waste Service Fund	120,309	49,000	169,309	50,499	118,810	169,309
Accumulated Leave Reserve Fund	58,411	584	58,995	-	58,995	58,995
Total General Governmental Funds:	\$ 17,741,512	\$ 28,046,223	\$ 45,787,735	\$ 28,444,603	\$ 17,343,132	\$ 45,787,735
UTILITY FUNDS						
Storm Water Utility Fund	4,007,555	4,327,950	8,335,505	4,714,199	3,621,306	8,335,505
Sewer Utility Fund	3,163,672	8,003,698	11,167,370	8,382,811	2,784,559	11,167,370
Water Utility Fund	5,972,676	7,813,537	13,786,213	11,853,644	1,932,569	13,786,213
Total Utility Funds:	\$ 13,143,903	\$ 20,145,185	\$ 33,289,088	\$ 24,950,654	\$ 8,338,434	\$ 33,289,088
CAPITAL FUNDS						
Real Estate Excise Tax Fund	2,030,535	1,493,174	3,523,709	1,515,000	2,008,709	3,523,709
Street Construction Fund	2,827,467	19,750,057	22,577,524	19,374,876	3,202,648	22,577,524
Capital Improvement Fund	1,000,207	2,102,862	3,103,069	2,982,426	120,643	3,103,069
Total Capital Funds:	\$ 5,858,210	\$ 23,346,093	\$ 29,204,303	\$ 23,872,302	\$ 5,332,001	\$ 29,204,303
TOTAL 2024 BUDGET	\$ 36,743,625	\$ 71,537,501	\$ 108,281,126	\$ 77,267,559	\$ 31,013,567	\$ 108,281,126