

2009 - 2010
City of Mountlake Terrace
Budget in Brief



A compact community with big mountain views, the City of Mountlake Terrace is known for its quiet residential neighborhoods with towering evergreens, beautiful parks, recreation facilities and trails, a scenic lake, first-class schools, and close proximity to employment centers.

Our city is conveniently located midway between Seattle and Everett along Interstate 5, making us strategically positioned for redevelopment and revitalization.

Our residents are actively involved in the decisions that shape our city and help forecast our visions for future growth. Because of their interest and involvement, one of our top priorities is to improve communications between city government and our citizens by presenting this brief overview of our 2009-2010 Adopted Biennial Budget.

2009–2010 Budget Message



To the Honorable Citizens of the City of Mountlake Terrace

I am pleased to present to you an overview of the City's 2009-2010 Adopted Biennial Budget. This Budget in Brief represents our continued commitment to prudent fiscal management, effective service delivery, and providing our citizens with the highest quality of life. The budget establishes the direction for all City government programs and services for the 2009-2010 biennium. It represents the synthesis of Council direction on how to best accomplish their goals and respond to community needs in accordance with available resources, established policies, and sound administrative practices. I am also pleased to report that our distinguished community is safe, healthy, and strong—a place where the quality of life is unsurpassed.

The 2009-2010 Biennial Budget is a financial plan that will move our community toward the achievement of its goals within the constraints of available resources. We are able to do this because we have developed a long-term financial forecast that allows us to identify trends (e.g., faltering economy, rising energy prices, increased fuel costs, increased inflation, reduced consumer confidence, declining revenues) early on that will affect us in the future.

Similarly, because of our comprehensive financial policies, the City is able to be proactive when dealing with issues that may impact our biennial budget and six-year financial forecast. The City's reserves are strong, with financial resources set aside to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the City's operations.

The City owes its stable financial standing to balanced, sustainable policies and leadership from the City Council. In this way, the City can expect to be a municipality noted for its responsible fiscal management and ability to deliver projects and programs that will enhance the lives of all those living and working in the community.

The City's operating budget, which provides the community's most basic services such as public safety, development services, parks, and recreation services, is expected to be flat when compared to 2007 and 2008. Because of this, we have significantly tightened our budget to ensure we live within our means. Given the current economic climate, we are living in a "zero-sum" environment – new programs or services cannot be added without sacrificing other programs or services.

As we look to the coming two years, a high level of activity is anticipated. This activity will stretch our resources thin, however the strong leadership of the City Council, coupled with a "can do attitude" by our staff, will result in us continuing to be "A City on the Move." Mountlake Terrace's best days are not behind us, but are in front of us.

If you have any questions on the budget, please feel free to contact me, or Sonja Springer, the City's Finance Director.

Respectfully,



John J. Caulfield
City Manager

About Mountlake Terrace

Founded in 1954, Mountlake Terrace has changed from a small rural community into a metropolitan suburb with a population of 20,930 residents. The efforts of the city's pioneers and leaders throughout the decades have created a unique City with a vision for the future.

Mountlake Terrace is conveniently located about 12 miles north of downtown Seattle and about 15 miles south of Everett. The city is inside Snohomish County along the northern border of King County, just three miles northwest of Lake Washington.



Mountlake Terrace is about four square miles in size. In the City, visitors and residents can enjoy about 267 acres of recreational attractions including parks, playfields, two golf courses, fishing, a sports pavilion and year-round swimming in an internationally acclaimed aquatics center.

The City of Mountlake Terrace has a Council-Manager form of government. The seven members of the City Council are elected to four-year terms. A majority of the City Council elects the Mayor and the Mayor Pro Tem. The City Manager is appointed by the City Council.

The City provides a full range of municipal services including:

- Police Protection
- Fire Protection
- Recreation and Parks
- Public Works
- Community and Economic Development
- Administrative and Financial Services





Mountlake Terrace at a Glance

Incorporated	November 29, 1954
Form of Government	Council-Manager
Population	20,930 (2008)
Land Area	3.95 square miles
No. of Full-time Employees	159 (2008)
Miles of Streets (Ctr. Line Miles)	65 (2007)

DEMOGRAPHIC INFORMATION

Total Households	8,150 (2007)
Owner Occupied	57% (2007)
Renter Occupied	43% (2007)
Average Household Size	2.46 (2007)
Median Age	34 (2007)
Median Income	\$52,440 (2007)

ECONOMIC INFORMATION

Number of Jobs within City	6,350 (2006)
Average Assessed Home Value	\$290,300 (2008)
Median Rent	\$825 (2008)
Property Tax Rate	\$1.68 per \$1,000 (2008)
Sales Tax Rate	8.9% (2008)

City Council Goals

The following five Council goals, adopted in April 2008, provide overall guidance for the budget and serve as a basis for decisions and recommendations during the budget process:

Goal 1: Protect and Enhance the City's Financial Health and Stability

Objective: A financial strategy that achieves financial stability and sustainability through strong financial policies and by matching current financial resources with current operating uses over the long term, while maintaining adequate reserves. It is also important to recognize the need to identify new sources of revenue accompanied by strategies to implement cost containment and/or reduction strategies during periods of financial uncertainty or economic downturn.

Goal 2: Generate Economic Development throughout the Community

Objective: An economic development strategy that will create jobs and improve the tax base in the community with a particular focus on the community's commercial corridors, while preserving and protecting existing single-family neighborhoods. Pursue economic development opportunities that balance the pursuit of revitalized commercial corridors with maintaining and enhancing the community's single-family residential character.

Goal 3: Review and Prioritize Capital Infrastructure Needs and Implement Projects

Objective: A capital improvement program that provides a safe, clean, and well-maintained community for the enjoyment of all residents and to provide preventive maintenance to avoid greater replacement costs.

Goal 4: Develop and Implement a Strategy to Address the City's Aging Public Facilities

Objective: Public facilities and buildings that ensure municipal and community services are delivered in an efficient and effective manner, while helping to create and maintain a community identity and community pride.

Goal 5: Develop and Implement More Effective Communication and Outreach with the Community

Objective: Improve City effectiveness through ongoing enhancement of communication and public involvement, with a commitment to involving and updating the community on city issues and services, reflecting and supporting Mountlake Terrace's community values.

Goal 6: Maintain Appropriate and Essential Public Services in a Cost-Effective Manner

Objective: Achieve service excellence by periodically reevaluating policies, programs, processes, and structures to improve service delivery, communication and understanding to maximize the leveraging of our resources, which in turn results in the City's ability to deliver projects and programs that will enhance the lives of all those living and working in the community.

Mountlake Terrace 2009 City Council Members



**Mayor
Jerry Smith**



**Mayor Pro Tem
Laura Sonmore**



**Michelle
Angrick**



**Kyoko
Matsumoto-
Wright**



**Michelle
Robles**



**Rick
Ryan**



**John
Zambrano**

2009-2010 CITY COUNCIL GOALS AND OBJECTIVES

Specific activities that are incorporated into the 2009-2010 Biennial Budget include the following:

Goal 1: Protect and Enhance the City's Financial Health and Stability

- Update 6-year financial forecast and Capital Improvement Plan
- Incorporate performance measures into budget
- Update 6-year Information Technology Plan
- Evaluate forming a Regional Fire Authority (RFA)
- Ensure General Fund reserves are consistent with financial policies

Goal 2: Generate Economic Development throughout the Community

- Implement the Town Center Plan
- Implement Economic Vitality and Marketing Strategy
- Implement Sustainability and Conservation Strategy
- Develop and Implement Strategic Cultural Art Plan
- Implement streamlined permitting process
- Develop welcome and information packet
- Evaluate options for an Economic Development Office



Goal 3: Review and Prioritize Capital Infrastructure Needs and Implement Projects

- Update 6-year Capital Improvement Plan (CIP) and Pavement Management System
- Capital investment projects in support of streets, sidewalks, information technology, property management, parks, and recreation
- Storm water utility construction projects including Lake Ballinger watershed partnering strategy
- Sewer and water construction projects to replace, repair, or relocate various sewer and water mains

Goal 4: Develop and Implement a Strategy to Address the City's Aging Public Facilities

- Develop and implement a Capital Improvement Plan, including financing options for all major city public facilities
- Develop a services and space needs assessment to determine the appropriate size characteristics for city public facilities
- Identify site alternatives and conceptual design options for a new Civic Campus

Goal 5: Develop and Implement More Effective Communication and Outreach with the Community

- Provide funding for continued community outreach, including new website, newsletters, online resources, open houses, etc.
- Institute new community outreach and information programs, including proactive federal and state legislative agenda, citizens request system, and city history project
- Support various community events, such as the May clean-up, National Night Out, Tour de Terrace, and Tree Lighting



Goal 6: Maintain Appropriate and Essential Public Services in a Cost-Effective Manner

- Provide a comprehensive parks and recreation system
- Maintain roads, streetscapes, park ground and facilities
- Initiate proactive public safety programs, including code enforcement



Budget Summary and Highlights

		<u>2009 Proposed</u>		<u>2010 Proposed</u>
General Government Funds	\$	27,386,720	\$	26,482,932
Capital Improvement Funds		7,338,743		5,381,049
Utility Funds		15,253,847		13,347,685
Total	\$	49,979,310	\$	45,211,666

General Government Funds

Where the Money Comes From:

The City expects to receive \$18,232,999 and \$18,857,816 in general government operating revenue in 2009 and 2010, respectively. This operating revenue is supplemented with available fund balances of \$6,592,524 in 2009 and \$5,036,983 in 2010 as well as other financing sources, including interfund transfers between different funds for a general government budget totaling \$27,386,720 in 2009 and \$26,482,932 in 2010.

Major General Government Operating Revenues include charges for services, primarily recreation fees, property tax, utility tax, sales tax and gambling tax. The balance of operating revenue is comprised of licenses and permits, interest, fines and forfeitures, state-shared revenue such as motor fuel tax, and other taxes.

Where the Money Goes:

The 2009 and 2010 operating budgets amount to \$17,749,261 and \$18,463,969, respectively. These expenditures are supplemented with ending fund balances of \$5,036,983 in 2009 and \$4,269,659 in 2010 as well as other financing uses, including interfund transfers between different funds for a general government budget totaling \$27,442,220 in 2009 and \$26,482,932 in 2010.

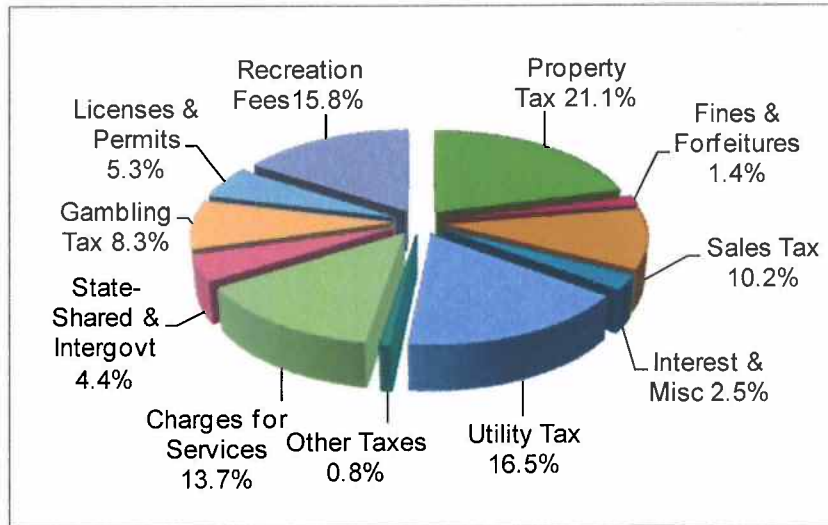
General Government Operating Expenditures include the following:

Police • Jail • Court • Fire • EMS • Streets • Parks • Recreation Land Use and Zoning • Planning • Development Services • Debt Service • General Administration • Finance • Information Services • Community Outreach and Information.

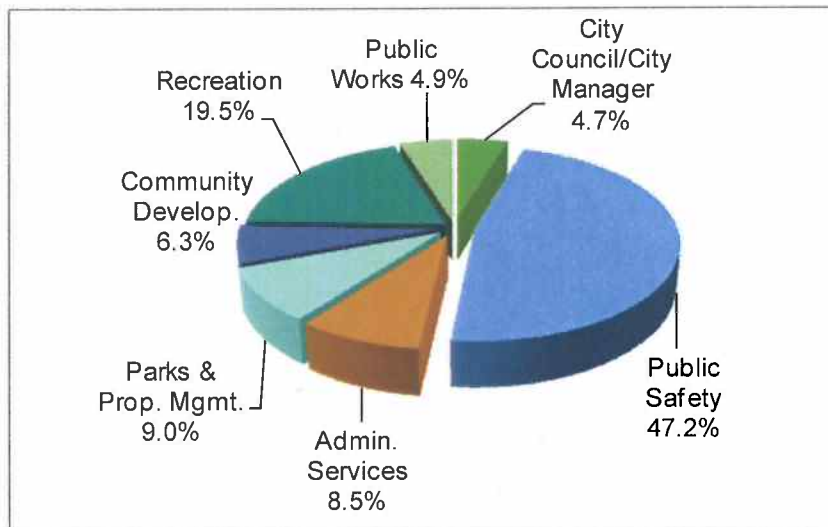
Public safety, which includes police, fire, EMS, jail and municipal court services comprise the largest component of the operating budget, representing 47.2% of total operating expenditures.

Where the Money Comes From

General Government Operating Revenues



Where the Money Goes



Capital Improvement Funds

A solid plan for delivering major capital improvement projects to the community is also included in this budget proposal. The City's Capital Improvement Funds, which include street and sidewalk construction, facilities, parks improvements, information technology investments, and traffic control investments, are projected to be \$7,338,743 in 2009 and \$5,381,049 in 2010.

The following is a summary outlining capital investments by program for 2009 and 2010

CAPITAL IMPROVEMENT FUNDS	2009 Adopted	2010 Adopted
Overlay Program	\$2,088,000	\$1,062,000
Chip & Slurry Seal Program	194,200	293,200
ADA Sidewalk Program	52,000	54,000
Traffic Calming Program	21,000	22,000
Bicycle Route Program	21,000	73,900
Sidewalk Program	259,000	460,000
Traffic & Signal Control Program	659,300	41,300
Street Reconstruction/Sidewalks	1,667,000	516,500
Engineering Services	179,303	185,945
Capital-Information Technology	265,200	137,200
Capital-Property Management	182,000	-
Capital-Parks	20,000	15,000
Capital-Recreation	25,900	22,200
Capital-Police	112,840	47,840
Total Projects	5,746,743	2,931,085
Transfer from REET	911,613	654,846
Ending Fund Balance	680,387	1,795,118
Total Capital Improvement Budget	7,338,743	5,381,049

Utility Funds

The City operates three utilities: storm water, sewer, and water. The 2009 and 2010 utility operating budgets total \$6,472,014 and \$6,823,660, respectively. In addition to the operating budgets of these utilities, \$5,598,838 and \$4,665,686 are proposed for utility construction improvements in 2009 and 2010, respectively.

UTILITY FUNDS	2009 Adopted	2010 Adopted
Storm Water Utility Fund	3,215,584	2,985,434
Sewer Utility Fund	4,974,514	4,403,813
Water Utility Fund	6,942,849	5,838,038
Water / Sewer Rev. Bond Fund	120,900	120,400
Total Utility	\$ 15,253,847	\$ 13,347,685

Each utility is a stand-alone enterprise funded with user fees collected from the customers of each system (i.e., residential property owners, commercial property owners, etc.). These revenue sources are collected to finance both the ongoing maintenance and operations of each system, as well as construction projects in support of system rehabilitation and expansion.



Budget Process Description

To assure that the budget satisfies each essential purpose, the City follows an established process. The process involves the City Council, the public, the City Manager, and City Departments in deliberation periods and decision points. The public participates through direct contact and in public hearings with the City Council.

New Strategic Fronts

Despite the current economic volatility, services for residents have been maintained at current levels and the City is moving forward on many strategic fronts, including:

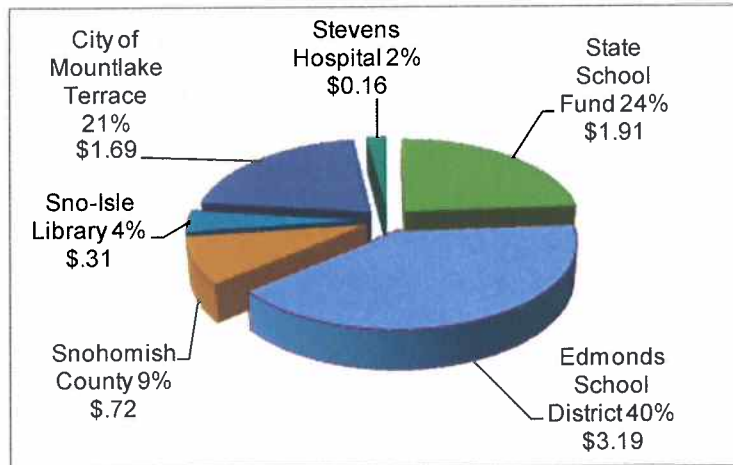


- Implementation of a Town Center Plan (adopted in 2007) that will provide a returned vibrancy and growth to our downtown
- This plan will also create jobs and increase our tax base
- Our development code and service process has been updated to streamline the permitting process
- We have developed an economic sustainability strategy to promote eco-friendly development, green buildings, and clean technology businesses
- An ambitious Capital Improvement Plan has been developed to improve facilities, streets, sidewalks, parks, etc.
- A renewed commitment to upgrade and repair our water, sewer, and storm water systems has been adopted
- Development and updating of comprehensive plans: Recreation, Parks and Open Spaces Master Plan; Water Systems Comprehensive Plan; and Storm Water Mgmt. Plan
- Plans for development of Lake Ballinger watershed
- Continued public safety programs to ensure safety in City
- Improved outreach to the community



Property Tax Levy

The 2009-2010 Budget and the City's Six-year Financial Forecast includes an annual property tax increase of one percent (1%). For 2009, a 1% increase equates to an additional \$5.00 to the owner of a \$300,000 home, generating approximately \$38,000 in additional revenue for City services. In 2008 the voted debt for the Police Station was paid off. As a result, the average 2009 property tax bill is decreasing by \$13 compared to 2008. The property tax rate in Mountlake Terrace is \$7.98 per \$1,000 of assessed value (AV). The following chart shows how these property taxes are allocated.

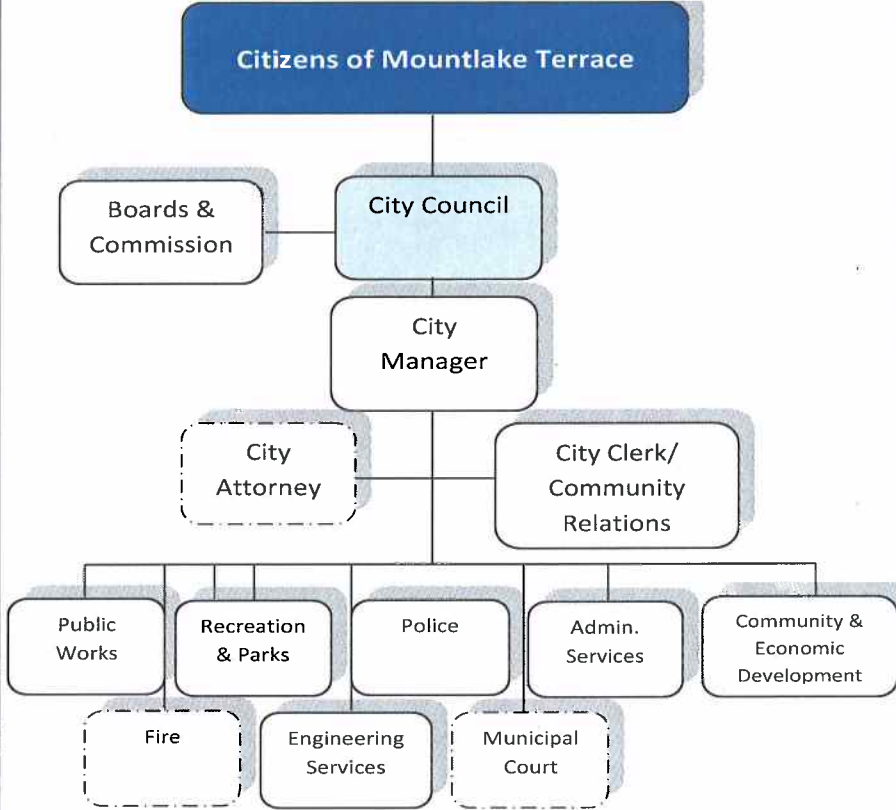


Comparison of Assessed Value and Taxes Paid to the City by an Average Mountlake Terrace Homeowner

	<u>2003</u>	<u>2008</u>
Assessed Value of Average Home	\$141,000	\$290,300
Levy Rate Per \$1,000 of Assessed Valuation	\$2.99	\$1.69
Average Tax Bill – Mountlake Terrace Portion	\$421.59	\$490.61

Since 2003, Home Values have **Increased** by an average of 21% per year, while the Tax Rate has **Declined** an average of 8.7% per year. The tax bill increased an average of 3.3% per year.

Organizational Chart



Legend:



City Management Team



John Caulfield.....City Manager

Scott Hugill.....Assistant City Manager/
..... Administrative Service Director

Sonja Springer Finance Director

Greg SchragCity Attorney

Shane Hope.....Community and
.....Economic Development Director

Virginia Olsen..... Community Relations Director/
..... City Clerk

Will VanRy..... Engineering Services Director

Ed Widdis Fire Chief

Greg Wilson..... Police Chief

Curt Brees Public Works Director

Don Sarcletti Recreation & Parks Director

City Directory

Phone Numbers:

Animal Control	425-670-8260
Building Permits	425-744-6267
Business Licenses	425-744-6211
City Information.....	425-776-1161
City Manager	425-744-6205
Code Compliance	425-670-8260
Engineering.....	425-744-6273
Fire Business Line.....	425-551-1200
Library	425-776-8722
Passports	425-776-1161
Pet Licenses	425-744-6210
Planning	425-744-6266
Police Business	425-670-8260
Public Works.....	425-670-8264
Recreation Pavilion & Pool.....	425-776-9173
Recycling & Transfer Station.....	425-388-3425
Street Lights Out	425-670-8264
Traffic Ticket Information	425-744-6211
Utility Billing	425-744-6214
Utility Billing Fax	425-775-0420

CALL 911

FOR FIRE, MEDICAL, AND POLICE EMERGENCIES

Email Addresses:

City Hall.....	cityhall@ci.mt.wa.us
Code Enforcement.....	codeenforcement@ci.mt.wa.us
Police Department.....	mltpd@ci.mt.wa.us
Utility Billing	utilitybilling@ci.mt.wa.us

To obtain a full copy of the 2009-2010 Budget:

- Visit City Hall
- Or the Mountlake Terrace Library
- Go to our website at www.cityofmlt.com. Click on the City Services tab, then scroll down to Finances/ Budget, then to Proposed 2009-2010 Biennial Budget

City Website

Mountlake Terrace
A City on the Move

For Residents For Business For Visitors For Services City Happenings Community Carters

Current News and Events *What's the story?*

News

City Facilities Task Force to Host Open Houses
September 3, 2008 — The City has begun preparing for a series of open houses to hear from the community on what services and amenities it would like as part of a plan to replace and update aging facilities.

Council Denies Street Vacation Petition
September 22, 2008 — Vacating a portion of a city street right of way on 64th Avenue West, south of 226th Street SW, was denied by the Mountlake Terrace City Council after a public hearing on September 15.

City Council Presented 5-Year Financial Forecast
September 22, 2008 — City Manager John Cao field will present the City's Proposed 2009-2010 Biennial Budget, including a presentation of the budget message at City Council's next regular meeting Monday, October 6, 2008, 7 p.m. in the Gullinger Golf Course Clubhouse at 23000 Lakeridge Drive in Mountlake Terrace.

How Do I...

- Contact the Police Department?
- Schedule a Neighborhood Meeting?
- Find a Park?
- Find Pool & Recreation Info?
- Find New Sustainability Information?

Most Requested Services

- Capital Investment Strategy
- City Code
- Construction Projects
- Job Openings
- Online Public Meetings

Coming Soon

Sign Up for Email Updates
Your Email:

City Calendar
City Hall
23,004 58th Avenue West
Mountlake Terrace, WA 98043-4600
Phone: 425-775-1161
Fax: 425-779-8421
email: cityhall@ci.mt.wa.us
Mon - Fri, 8am to 5pm

Featured Photographs
Jack Long Park (23102 58th Ave W)

Visit our website: www.cityofmlt.com

Sign Up for Email Updates
Your Email:

Privacy by SafeSubscribeSM

City Happenings
AFFORDABLE HOUSING

seattle Best Neighborhoods
Mountlake Terrace Ranks as a Top Neighborhood

Citizen Task Force Addresses Aging Facilities
Council Chambers Ceiling Collapses

You're Invited!
Mountlake Terrace City Council
September 22, 2008 - 7:00 PM
Gullinger Golf Course Clubhouse
23000 Lakeridge Drive, Mountlake Terrace, WA 98043-4600

[cityofmlt.com](http://www.cityofmlt.com)

