



Anacortes City Council
Municipal Building Council Chambers
904 Sixth Street

October 17, 2016
6:00 p.m.

PRELIMINARY AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Public Safety Committee
 - b. Finance Committee
 - c. Public Works Committee
4. **Public Comment**
5. **Consent Agenda (Action)**
 - a. Minutes of October 10, 2016
 - b. Approval of Claims in the amount of: \$485,218.91
 - c. Contract Award: Development & Design Standards Code Update (MAKERS)
 - d. Contract Award: Professional Services Contract for Technical Assistance on Updates to Geologically Hazardous, Frequently Flooded, Aquifer Recharge Critical Areas Regulations (GeoEngineers)
6. **Public Hearings**
7. **Other Business**
 - a. WSDOT Presentation of the Sharpes Corner Roundabout Project
 - b. WSDOT Presentation of the 2017 SR 20 Spur Paving Project
 - c. Council Review of 2017/2018 Budget: Public Works (Discussion)
 - d. Ordinance 2990: Amending 2016 Budget (Discussion/Possible Action)
8. **Adjournment**

Per Resolution 1949, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting. Citizens wishing to speak will please sign in at the back of the Council Chambers prior to the start of the meeting. The Mayor may limit comments to those who have signed in, and may limit the time allotted to each speaker to facilitate the orderly progress of the meeting.*

The City of Anacortes encourages people with disabilities to participate in public meetings.
For assistance with special needs, please contact Cherri Kahns at 360-299-1950 at least 48 hours prior to this meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning October 24, 2016

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes, vouchers and consent agenda items is not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

October 24, 2016

- Public Hearing: Ordinance 2991 Adopting New Standards for Stormwater Management (Discussion)
- Continued Public Hearing: Ordinance 2988: Amendments to AMC Title 2, Title 9, Title 18, and Creating a New Title 20 to Provide for a Fair and Efficient System of Civil Code Enforcement (Discussion/Possible Action)
- Council Review of 2017/2018 Budget: Departments Other than Public Works (Discussion)

November 7, 2016

- Public Hearing: Ordinance ____: Adopting the 2017/2018 Budget (Discussion/Possible Action)
- Substantial Need Resolution ____: Authorizing 1% Property Tax Increase (Action)
- Resolution ____: Authorizing 1% Property Tax Increase (Action)
- Ordinance 2991: New Standards for Stormwater Management (Action)

November 14, 2016

- UW Health Impact Assessment (HIA) presentation of Anacortes South Commercial Avenue Corridor Plan by UW Graduate Students (Discussion)
- 500K Solar Project Presentation (Discussion/Possible Action)

November 21, 2016

- Special Meeting: Site visit at 4:00 PM re: SDP-2016-1003. Meet at eastern terminus of Skyline Way.*
- Closed-record Public Hearing: Mousel 2-story Building; 1st Floor Restroom serving the Marina; 2nd Floor Apartment; SSDP, & Land Use CUP (SDP-2016-1003)

November 28, 2016

December 5, 2016

- Resolution ____: Establishing Fees for the Water Utility

December 12, 2016

December 19, 2016

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Oct 17, 2016, 5:00 PM, Public Works Director's Office
- Tourism Promotion & Strategic Planning, Thursday, Oct 20, 2016, 4:30 PM, City Hall
- Planning, Monday, Oct 24, 2016, 5:00 PM, Planning Director's Office
- Finance, Wednesday, Oct 26, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Housing Affordability & Community Services, Thursday, Nov 3, 2016, 1:30 PM, City Hall
- Public Works, Monday, Nov 7, 2016, 4:30 PM, Mayor's Office, City Hall
- Finance, Wednesday, Nov 9, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Nov 14, 2016, 5:00 PM, Planning Director's Office

City Council Minutes – October 10, 2016

Mayor Laurie Gere called to order the regular Anacortes City Council meeting of October 10, 2016 at 6:00 p.m. Councilmembers Eric Johnson, Ryan Walters, Erica Pickett, Brad Adams, Liz Lovelett, John Archibald and Matt Miller were present. The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Housing Affordability & Community Services Committee: Ms. Lovelett reported that at the committee meeting the prior week the housing group discussed the recent presentation by Sarah Nichols regarding funding for affordable housing and the draft affordable housing strategic plan currently under development.

Planning Committee: Mr. Adams reported from the committee meeting earlier in the evening that members had discussed several topics that would be presented later on the agenda. He said the group also began discussion of fire impact fees, a topic which would come before full Council in the future.

Ms. Pickett reported from the recent Port/City Liaison meeting that the two organizations were communicating and working well together.

Ms. Lovelett reported from the ocean acidification workshop she attended the prior Friday. She mentioned the potential impact of acidification on the shellfish industry and the relationship of acidification to the Low Impact Development presentation later on the agenda.

Mayor's Budget Message: Mayor Gere introduced her proposed 2017/2018 biennial budget and read into the record her budget message which is included in full below.

Public Comment

No one present wished to address Council on any topic not already on the agenda.

Consent Agenda

Mr. Walters removed Item 5e, Interlocal Agreement with Skagit County for Library Services, from the Consent Agenda. Mr. Johnson removed Item 5c, Contract Award: March Point Road Shoulder Widening, from the Consent Agenda.

Mr. Johnson moved, seconded by Mr. Archibald, to approve the following Consent Agenda items. The motion passed unanimously by voice vote.

- a. Minutes of October 3, 2016
- b. Approval of Claims in the amount of: \$211,532.81
- d. Interlocal Agreement with the Parks Foundation for Daniels Field Turf Replacement

The following vouchers/checks were approved for payment:
Voucher (check) numbers: 82281 through 82350, total \$187,120.19
EFT numbers: 208005 through 208947, total \$10,916.84

- c. Contract Award: March Point Road Shoulder Widening

Mr. Johnson observed that the Agenda Bill for this item indicated no previous Council action but that the project had been included in the Capital Facilities Plan and that a design contract had been approved by Council in 2015. He requested more information about the funding for the project. Public Works Director Fred Buckenmeyer advised that the subject contract was for one small portion of the project contemplated in the CFP, widening the shoulder for a bike lane between the eastern terminus of the Tommy Thompson Trail and the intersection of March Point Road with SR20. He reported that the project was funded by STPR grant funds with a 27% match by the city.

and clarified that Skagit County was not participating in the project, which was located entirely in the city right of way. Mt. Johnson moved, seconded by Ms. Pickett, to approve Consent Agenda Item 5c. The motion passed unanimously by voice vote.

e. Interlocal Agreement with Skagit County for Library Services

Mr. Walters disclosed that as a fixed salary employee of Skagit County, one of the contracting parties, under RCW 42.23.040 he had a remote interest in the agreement and for the city to enter into the agreement his vote could not be counted. Ms. Lovelett moved, seconded by Mr. Johnson, to approve the interlocal cooperative agreement between Skagit County and the City of Anacortes for library services. The motion passed unanimously by voice vote with Mr. Walters abstaining.

PUBLIC HEARINGS

Public Hearing on 2017/2018 Budgeted Revenue Sources, including Proposed Property Tax Increase

Finance Director Steve Hoglund advised that the evening's meeting constituted the statutorily required public hearing on revenue sources. Mr. Hoglund reviewed the packet materials regarding projected revenues, first in the governmental funds, then in the proprietary enterprise funds, noting the instances of proposed spending out of cash reserves. He advised that the budget was predicated on taking the full 1% property tax increase in both 2017 and 2018 and that a resolution of substantial need would be required to do that for 2017. Mr. Hoglund also pointed out that projected proprietary fund revenue depended upon water rate increases already discussed by Council based on recommendations by consultant FCS and also on an increase in storm sewer rates of \$1.35/ISU in 2017. Ms. Pickett asked if storm sewer rates could be tied to the actual impervious surface on a property. Mr. Hoglund reported that Public Works Department staff were investigating feasibility of that option. Mr. Hoglund advised that the 2018 revenue projections also anticipated doubling Transportation Benefit District vehicle tab fees in 2018 to the statutorily authorized \$40. Several councilmembers expressed concern about implementing that increase and inquired about other options for funding the street overlay program. Mr. Hoglund next reviewed general fund operating revenues and expenditures since 2007 and demonstrated that the General Fund had shown at least a minor surplus each year beginning in 2009. He closed with a brief review of the budget document format in comparison to prior years.

At approximately 7:10 p.m. Mayor Gere opened the public hearing on 2017/2018 budgeted revenue sources.

Vernon Lauridsen, 2219 32nd Street, made a pitch for a formal policy on fund balances. He calculated that in 2014 and 2015 the General Fund balance at year end represented approximately 16% of revenues. Mr. Lauridsen observed that during the recession between 2008 and 2012 while residents and businesses were struggling financially, the city was banking cash reserves. He said that would have been the time to use cash reserves to stimulate the economy through infrastructure spending. He urged a policy that contemplated the extent and nature of the need for cash reserves, possibly including triggers for reassessing the policy under different actual conditions.

Ms. Pickett recalled that at the time of the 2008 economic downturn no one knew how long the situation might last. Mr. Johnson reported that the Finance Committee had proposed a reserve policy which was currently being reviewed by staff, recommending 8.5% in the General Fund.

No one else wishing to address the Council on this matter, Mayor Gere closed the public hearing.

OTHER BUSINESS

Contract Award: Professional Services Contract for Assistance on Updates to Geologically Hazardous, Frequently Flooded, Aquifer Recharge Critical Areas Regulations

Planning Manager Libby Grage introduced a proposal for a professional services contract with GeoEngineers that she hoped to bring back to Council for approval on an upcoming Consent Agenda.

Ms. Grage's slide presentation was added to the packet materials for the evening. Ms. Grage reviewed the state's critical areas regulations and advised that the city would have to review and revise its critical areas policy regulations by June 2017. She summarized the schedule for the update through the winter of 2016 into spring and summer of 2017. Ms. Grage then introduced J. Robert Gordon of GeoEngineers to describe the proposed scope of work to be completed by his firm. Mr. Gordon described the statutory requirements for the update and the required qualifications for personnel. He provided background information on the various types of critical areas that would be addressed with best available science. Mr. Gordon responded to councilmember questions about liquefaction, sea level rise and addressing slope setbacks in the development regulations. Mr. Johnson asked about long term planning for sea level rise outside the context of development regulations. Mr. Measamer observed that the critical areas regulations update process would provide current data on projections and best available science that would assist with such an effort.

Mayor Gere invited members of the audience to comment on this topic. No one present wished to address the Council.

Mr. Measamer indicated that staff would prepare a professional services contract based on the scope of work just presented and bring the contract back to Council for adoption on the Consent Agenda.

Code Amendments Establishing New Standards for Stormwater Management

Mr. Buckenmeyer thanked the staff and councilmembers who had worked for months on the proposed code changes. He introduced David Roberts from Kulshan Services whose slide presentation was added to the packet materials for the meeting. Mr. Roberts recalled that he had addressed Council in January regarding low impact development (LID) and the statutory requirements to adopt new standards. He summarized the National Pollution Discharge Elimination System (NPDES) permit requirements and the code changes incorporated in the draft amendments. Mr. Roberts described LID features and methodology and reminded of the December 31, 2016 deadline for adopting the new code. He discussed how the engineering and street standards would also be revised to correlate to the revised code. Councilmembers discussed with staff the public education component of the permit and resources that would be developed to deter illicit discharges. Mr. Roberts discussed infiltration requirements and described the mapping project to identify areas on Fidalgo Island where infiltration is infeasible. Mr. Roberts then summarized the next steps towards the code amendments including public meetings, Council review and adoption, standards and mapping in 2016, then outreach materials and implementation in 2017.

Mr. Miller asked about new criminal and civil penalties for violations of the proposed new code. Mr. Walters described the current and planned penalties for various violations and the NPDES permit requirement for same. Mr. Miller asked to revisit that issue before adoption.

Mayor Gere invited members of the audience to comment on this topic. No one present wished to address the Council.

Tourism Promotion Planning Committee Draft Strategic Plan

Mr. Measamer presented the draft strategic plan developed by the Tourism Promotion Strategic Planning Committee. He thanked the members of the committee for their ongoing efforts. Mr. Measamer said the purpose of the plan was to provide coordinated direction to the Lodging Tax Advisory Committee (LTAC) for allocation of lodging tax dollars and tourism promotion. He also discussed the proposed restructuring of the LTAC to be addressed in the next agenda item, explaining that the restructuring was required by RCW.

LTAC member Mark Lione spoke in favor of the plan which would provide guidelines to the LTAC, change the application process to encourage new events, particularly in the shoulder seasons, and provide for a reserve to enable capital investments promote tourism. He said the plan would also call for better reporting about what the distributed funds were accomplishing.

LTAC member Andy Stewart added that the plan would ensure institutional memory on the committee and also help broaden the range of recipients and increase public input on use of the tourism promotion funds. Tourism Promotion Strategic Planning Committee members Mr. Archibald, Mr. Adams and Mr. Walters as well as Mayor Gere all spoke in favor of the plan.

Mr. Measamer then reviewed the draft plan as presented in the packet materials for the evening and sought Council and public comment on the goals and strategies. Councilmembers discussed ongoing funding for long term events, funding for events that increase public safety costs, funding for capital projects, reporting requirements for internal fund awards, and lodging tax collection from Airbnb and VRBO.

Based on general interest in and support of the draft plan, Mr. Measamer offered to work with Ms. Swetnam to draft a resolution adopting the plan and bring it back to Council for consideration on the Consent Agenda. He invited councilmembers to email him any changes or topics they would like to see addressed.

Draft Resolution 1972: Reorganizing the Lodging Tax Advisory Committee

Following some discussion of this topic in conjunction with the prior agenda item, Mr. Measamer reviewed the terms of the resolution and the proposed new structure of the LTAC membership. Mr. Walters urged adopting the ordinance in time to appoint LTAC members prior to the next grant award cycle. Several councilmembers spoke in favor of removing the requirement that the Council representative on the LTAC also be a member of the Planning Committee. Mr. Measamer advised that all the current members of the LTAC with the exception of Mr. Walters had indicated that they would like to continue to serve on the committee. Mr. Walters asked any of his colleagues who were interested in assuming his position on the LTAC to let him know.

Mr. Johnson moved, seconded by Ms. Lovelett, to approve Resolution 1972 amended to strike the words, "... who serves on the City Council Planning Committee." Vote: Ayes – Walters, Pickett, Adams, Lovelett, Archibald, Miller and Johnson. Motion carried.

There being no further business, at approximately 9:00 p.m. the Anacortes City Council meeting of October 10, 2016 was adjourned.

MAYOR'S BUDGET MESSAGE

October 10, 2016

Honorable City Council and Members of our Community:

I am pleased to present to you the City's 2017/2018 Proposed Biennial Budget, a financial roadmap for the City of Anacortes that totals \$60,914,337 in 2017 and \$60,609,507 in 2018. It is a balanced budget that reflects our commitment to maintain our infrastructure and our intent to provide quality services and amenities to our residents while being conscientious of our financial position and in compliance with RCW 35A.34.

This budget focuses on implementing City Council's goals to include public safety, economic development, and increased infrastructure investments. The budget becomes the mean for how we allocate our resources of the city to a variety of programs necessary to move our community toward its achievement of goals within the constraints of available resources.

Once adopted by the City Council, the budget establishes the direction for all City government programs and services for the coming biennium.

As fiscally responsible leader, I continuously evaluate city revenue and expenditures with a view of maintaining a strong fiscal position while providing quality municipal services. In line with the 2016 Comprehensive Plan, the city seeks to support a dynamic and robust local economy with balanced and sustainable growth that will create jobs and improve the tax basis within the community. The city supports our public safety departments and provides staff with the tools and resources needed. We seek to continuously maintain and improve our public infrastructure and facilities. The budget includes several internal infrastructure improvements including an electronic content management system and a new City website deployment. We are committed to developing and maintaining a professional, highly qualified, and highly trained and service oriented workforce. We employ sound business practices that are efficient, effective, and responsive to the delivery of city services.

The proposed budget works within our means so that we can invest in much needed infrastructure improvements and economic growth. It is important to understand that accounts are organized by fund; each fund has its own assets, liabilities, revenues, and expenditures.

The proposed 2017 budget increases our level of service and requires an increase of \$5.1 million from the current adjusted 2016 budget of \$55,839,256 representing a 9% increase. The cost of health insurance benefits continues to outpace CPI in spite of plan design changes the City has implemented to lower the cost of health insurance. The proposed 2017/2018 budget contains an additional 1 FTE in the Information Systems

budget for support of the increased demand on the department, a .5 FTE in the Legal department for implementation of the electronic content management system, and a .5 FTE in the Library for customer service. These additional positions will allow those departments to achieve the strategic goals of the Mayor and Council.

My proposed budget contains fully funded Equipment Rental and Replacement (ER&R) charges for operations and provides for fully funded replacement charges. This will be accomplished with City Council consent for a one time transfer of \$2.2 million from general fund reserves later this year and prior to adoption of the 2017/2018 biennium budget. This transfer from reserves will replenish the ER&R account without impacting our level of service. This will provide adequate funding for replacement of vehicles and provide consistency and predictability in budgeting. During tougher economic times it is common for municipalities to underfund ER&R accounts to reduce expenditure requirements; however, this approach creates a funding shortage in future years.

The 2018 budget includes one-time purchases for vehicle extrication equipment for the Fire/EMS department and an electronic content management system. These items are included in the 2018 because it is my expectation that the City not rely on reserves for ongoing operational expenses.

The governmental operating fund budget totals \$26,533,425 and receives 64% of its funding from taxes that can only grow in a strong economy. General taxes fund the operation of police, fire, ambulance service, administrative services, municipal court, legal, planning, community and economic development, parks and recreation, library, museum and street maintenance.

This year to date the majority of our revenue streams are outpacing prior year revenues for the same period. Building activity continues to be busy, with year to date revenue increases up 21.5%. Sales tax and utility tax have both seen increases over the prior year, of 5.7% and 5.4% respectively. This is the City's fourth consecutive year of sales tax growth. The increases are being driven primarily from residential construction, hospitality businesses, vehicle sales and marine trades. Midyear 2016, the School District's building projects are beginning to infuse sales tax as part of the multiyear renovation program. The City's revenue projections are conservative. Fortunately, our revenue has exceeded our expenditures allowing us to grow our reserves each year since 2009.

Property taxes are the City's single largest governmental revenue stream. I have worked closely with staff to develop a budget with a high level of service to the community that operates within the parameters of Initiative 747, which limits annual property tax increases to 1%, or the Implicit Price Deflator (IPD), whichever is less. The proposed budget utilizes a 1% property tax increase in revenue projections, however, the IPD published on September 30, 2016, was less than 1%. I will be bringing forward a resolution illustrating substantial need to be adopted by City Council to allow us to increase property taxes by the full 1%. Anacortes remains one of the lowest taxing cities

in Skagit County with a 2016 general millage of \$1.70 per \$1000 of assessed value, generating a 2016 property tax levy of \$4,777,878.

The proposed budget retains cash reserves of \$6 million in the General Fund. This is in addition to the proposed \$2.2 million transfer into the ER&R fund. We have added to our reserve's every year since 2009. The total of General Fund Reserves are projected to be \$8.2 million at year-end if the ER&R transfer is not adopted.

EXECUTIVE/LEGISLATIVE

This budget supports the resources to provide City Council and I the ability to continue to work collaboratively with staff and the community to fully implement the 2016 Comprehensive Plan, to formalize development and design standards, to update the inconsistent municipal and building codes, and to have open transparent communication and training opportunities.

FINANCE

In 2016, the finance department implemented the Tyler Output Processor (TOP) into the accounting system, which allows electronic processing of finance functions, such as payroll, accounts payable, and accounts receivable. We also outsourced utility bill and mailing to a third party vendor, which was a cost neutral shift, but freed up several hours a month of staff time. The upcoming biennium is expected to be a status quo budget period where the recent changes continue to become the norm, and other efficiencies will continue to be reviewed.

Information Technology:

The information technology (IT) department supports the City's computing requirements. We have budgeted for an additional information systems technician to assist with the compounding workload of computers, phones, websites, and security systems.

PUBLIC SAFETY

Police:

The police department budget proposal is a reflection of the department's mission as well as the City Council's goals of:

- Preventing and responding to crime
- Increasing community readiness and resilience
- Maintaining and enhancing publicly-owned assets
- Preventing and responding to emergencies

The police department applied for and received a grant from FEMA for improved radio infrastructure in 2016. The installation of this equipment will be complete in early 2017. The department is entering 2017 fully staffed with 26 commissioned police officers including a school resource officer and a narcotics K9 handler. In 2017, four officers will be assigned to work investigations, three administrative staff, and 17 patrol staff. Five

non-commissioned staff are assigned to records management, one to crime prevention, and one to animal control/code enforcement.

The 2017-2018 budget include the 3/10^{ths} of 1% sales tax pass through to Skagit County for the jail and a significant increase in our Skagit 911 fees. The police department reduced costs from previous years by leasing rather than owning copier machines. The new VoIP phone system is expected to decrease telephone costs and improve service.

The school resource officer (SRO) continues to add a level of safety and provide a resource for students, teachers, and administrators at Anacortes Middle and High Schools. This summer the SRO officer patrolled the City Parks and Forestlands enhancing community safety. The Narcotics Detection K9 team has been very successful in removing controlled substances like heroin, cocaine, oxycodone and other drugs from the community.

Fire/Medic:

The fire/medic budget maintains the current level of service with two fire stations staffed 24 hours per day and one fire station staffed 12 hours per day. Each fire station operates with two firefighters. The 2018 budget includes funds to purchase two sets of extrication cutters and spreaders to replace cutters that are over 15 years old. This purchase will enable firefighters to more effectively remove victims from significantly damaged motor vehicles with extrication equipment constructed of high tensile steel.

Last year the City Council approved Resolution 1946 that provides a plan for increasing the department's level of service over several years. The resolution outlines a six-year plan addressing fire protection, hazardous materials, confined space, rescue, emergency advanced life support ambulance service, and public education/enforcement for the community. Progress in being made based on this road map with the infusion of the ER&R account, the purchase of the extrication equipment, and the funding of the volunteer coordinator.

ADMINISTRATIVE SERVICES

Administrative services consolidates human resources, risk management, public defender's office, municipal court, and potentially senior services.

Human Resources:

The human resources department focuses on prevention and training as a risk management strategy and a way to reduce liability. Anacortes is recognized as a Well City by the Association of Washington Cities. This designation provides a 2% discount on medical premiums, which results in significant savings. The City is implementing the Affordable Care Act and continues to communicate change in health care offerings. We are committed to providing a safe work environment. The safety committee is actively engaged in reducing workplace injuries. Our projected 2017 L&I experience factor is .6985 which is 30% lower than Labor and Industries expects of similarly sized

cities. The City's focus on safety and prevention provides cost savings to the City and employees in premiums, and more importantly, helps reduce injuries.

Contract negotiations are underway for a successor Teamster Local 231 bargaining agreement. The current Teamster contract expires on December 31, 2016. In 2017 we will be entering the 3rd year of a three-year contract with IAFF 1531 and the Fraternal Order of Police (commissioned and noncommissioned) and will begin negotiations with those bargaining units.

In 2017, the Administrative Services Director and IT Director will work together to transition the City's website to a new provider. A contract with CivicPlus has been negotiated and paid for with work beginning in January.

Public Defense:

The City employs a full-time public defender and legal assistant to meet the state-mandated standards for delivery of public defense services. Our public defender attends daily in-custody hearings ensuring prompt public defense for indigent clients. Funding continues to be allocated to determine client's eligibility for public defense.

Municipal Court:

The City contracts with Skagit County District Court for judicial services. In 2016, courtroom improvements and recording system projects will be complete which will improve the sound system and functionality of the courtroom bench with the addition of a witness stand and jury box. Court improvements will continue into 2017 with additional funding to install new closed circuit cameras in the facility. Probation service usage continues to increase as a result a District Court policy that alcohol related offenses are referred to probation for pretrial monitoring and post sentence compliance with treatment requirements. The City recently entered into a 3-year interlocal agreement with Skagit County for provision of these services.

Senior Center:

Negotiations are underway with Skagit County to potentially transition Senior Center services to the City. This would include the transition of the Senior Center Administrator and Nutrition Specialist. The City and County have a long-standing agreement for the payment and administration of services and building use that will need to be accounted for. Staff is hopeful that this transition will be cost neutral for the City and a meeting to explore options is scheduled for the near future.

LEGAL

The city attorney's office provides in-house counsel to City leaders and staff to support the good work they do and ensure the City meets the highest legal standards. The legal budget currently funds a full-time city attorney, a contract city prosecutor, and a legal assistant who supports both and oversees public records and claims.

In addition to continuing to provide quality legal support to all City departments, the legal department has two main goals for the next biennium. The first of these is to accomplish

significant updates to the Anacortes Municipal Code. In 2016, the city attorney, along with planning and public works, began work on a large scale project to reconstitute the City's land use code into a unified development code. This effort will continue into the next biennium. The legal department's budget proposal reflects the funds necessary to codify all ordinance updates and support other departments in transitioning to new code.

The city attorney's office also plans to improve the City's records software over the next biennium to protect the City from the ever-growing liability of public records requests. In 2018, the legal department proposes the implementation of an enterprise content management (ECM) system to efficiently capture, manage, store, preserve, and deliver documents and content. ECM software will help the City respond to public records requests, organize records, archive older documents, and automate key City processes. To optimize ECM implementation and to bring the City's records up to current standards, the 2018 budget includes hiring a .5 FTE legal assistant.

PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT & BUILDING

The planning, community, & economic development department has several projects continuing in 2017 and 2018. Monies were allocated in the 2016 budget for professional services to assist in the preparation of the state-mandated Critical areas update to include Best Available Science. In 2017, staff intends to update the zoning and subdivision code to correspond with the recently adopted 2016 Comprehensive Plan. The building department's budget is relatively unchanged from the last several years; however, permit activity has increased. As of late September 2016, 81 single-family residence permits have been issued, compared to 70 in 2015. Overall permits totaled 473 for 2016 compared to 422 for 2015. The department now scans all files internally rather than outsourcing this service for a savings of approximately \$3,500 per year. In house scanning streamlines the process and provides for better public access to the files.

Single-family alteration, repair, and remodel permits continue strong with 105 in 2016 compared to 115 in 2015. We continue to research various permitting software that would allow for better interaction with the public and includes the ability to track permit progress from your home computer.

Economic Development is core to the city success. It is a daily priority, with partnerships and open dialog in our community. These conversations are creative and utilize new ideas by thinking outside the box. During the biennium we will continue to work on Commercial Avenue enhancements with streetscape improvements, planter boxes, and art murals.

An Economic Development Strategic Plan is underway. As we work with our partners, businesses, landowners, Chamber of Commerce, the Port, and EDASC. We look to the completion of this plan late 2016 with full implementation by late 2017.

PARKS AND RECREATION

Parks and Recreation staff provides over 70 recreational programs and events for community members of all ages throughout the year. Staff maintains 19 parks, including Washington Park, Grand View Cemetery and over 2800 acres of the Anacortes Community Forest Lands. It manages the Depot Arts and Community Center & Plaza, the Anacortes Senior Center and Heart of Anacortes.

The 2017 budget includes funding for several projects that have community support including continued planning for improvements to the day use area at Washington Park, work at Volunteer Park, ongoing improvements to the Depot and planning for improvements at Grand View Cemetery.

The 2017 budget continues support for contracted landscape maintenance at city facilities including the police station, library, museum, fire stations, and other city facilities. In 2018, an additional parks maintenance position is included in the budget to assist with the beautification of City facilities.

LIBRARY

In 2017, the library will focus on more effective outreach, communication, and clearly identifying and promoting its resources. A one-time expense will be incurred to support library rebranding in an effort to provide consistent and concise marketing materials, signage, and an easily identifiable library logo.

Storytime attendance at our library doubled this past year, showing a rising need for early learning community resources. Our library is the first Family Place Library in the State of Washington. The Noon Kiwanis supported the program with a \$12,000 grant to pay for one-time training, consulting, and set-up costs. The 2017 budget includes hiring a .5 FTE Library Assistant I to allow the Youth Services Librarian to focus on the implementation of the First Place Library program.

The library seeks to meet the growing community desire for electronic resources and the budget reflects the increased cost of supporting these resources. The proposed budget includes training funds to ensure our staff have the skills to assist with new service needs. The Anacortes Public Library remains the only library in Skagit County open seven days a week. The community uses the library as a space for people to meet, collaborate, study, and gain access to information.

The library's passport service transitioned to by appointment only in 2016 due to the program's popularity and our staffing requirements. The library passport agents have processed an average of 64 applications per month; a 30% increase from last year. Passport fees are projected to increase in 2017 and this will have a positive effect on passport revenue.

In 2017, we hope to gain input from the community about how to thoughtfully utilize the balance of the library construction fund to modernize the hugely popular library meeting

room, and to find ways to re-vision library space in response to the priorities of citizen interests.

MUSEUM

The Anacortes Museum serves many constituents including visitors, citizens, schools, the Anacortes Historic Preservation Board, council members, city departments, news media, prospective business owners, educators, researchers, State agencies, tribes, the Port of Anacortes, and other museums. It is also caretaker of three major city properties: the 1910 Carnegie Library Building, the W.T. Preston stern-wheel steamboat (both of which are on National Historic Registers) and the Anacortes Maritime Heritage Center.

In May 2017, the museum will open a new exhibit, produced with the Anacortes Historic Preservation Board, on the captivating history of the community's residential architecture.

Waterfront history exhibits continue to be added at the Maritime Heritage Center, and ticket revenues are up at the W.T. Preston. Exhibit panels installed on the exterior of the Heritage Center allows after-hours and off-season visitors to learn about the W.T. Preston.

Online museum resources are extremely popular with researchers, and we continue to add more photos, videos and other resources to our online database and website so that patrons can do much of their research from home. In addition, we plan to continue co-hosting community events such as the annual Plaza Dance.

PUBLIC WORKS

The public works department is responsible for managing construction of streets and sidewalks, water lines, sewer lines and storm sewer lines and the production and distribution of water to the region; maintenance of our streets, sidewalks, street signs, and maintenance of our storm water and sewer system. Purchasing and maintaining the city's vehicle and equipment fleet; maintenance, repair, and construction of city-owned buildings; resource conservation; and managing all activities within the public right-of-way ranging from street vacations to parades.

The proposed 2017/2018 budget includes several capital improvement projects that will improve our aging infrastructure.

Engineering: Work will continue in 2017 and 2018 on the construction of a fiber optic network that will connect all our city buildings and our water and sewer facilities. This network will initially be used as a telemetry system with the ability to use it as a fiber based municipal broadband network in the future. The asset management software purchased in 2016 has allowed our engineering division to better coordinate our capital improvement projects.

Streets: Next year we will be overlaying Commercial Avenue in the downtown area as well as continuing slurry seal road preservation projects. The budget includes funding for sidewalk repair.

Water Treatment, Transmission, and Distribution: The rehabilitation of the 3-million-gallon tank located on Whistle Lake Road will begin construction in 2017 with an estimated construction cost of \$5 million.

Wastewater Treatment, Collection, and Conveyance: Recent changes instituted by the Environmental Protection Agency require that we upgrade the exhaust scrubber system on the incinerator at the wastewater plant in 2017 at the estimated cost for the upgrade is \$1 million.

Storm Drainage: The latest phase of our Department of Ecology National Pollution Discharge Permit is the implementation of Low Impact Development amendments to our storm water codes. Due to an increase in operating costs and requirements of our NPDES permit, staff will recommend an increase in the storm water rates in 2017.

Equipment Rental and Replacement (ERR): The ERR fund maintains the City's fleet and equipment requirements. To fund the ERR department each department is charged for receiving services. These charges are calculated based on the service order costs and the anticipated cost to replace the equipment in the future.

Resource Conservation: The resource conservation manager focuses on overall citywide energy reduction and encouraging downtown commercial customers to recycle. The resource conservation manager is leading our efforts in the Georgetown University Energy Prize. Anacortes is in the top 20 of the remaining 50 cities nationwide selected to participate for a possible \$5 million dollar award. Funding for water conservation measures with a water efficient appliance rebate program is included in the budget proposal.

Facilities: As part of my commitment to maintaining our infrastructure there are multiple projects proposed to enhance our facilities, many which are funded by Real Estate Excise Taxes (REET).

- \$100,000 City Hall seismic improvement study
- \$100,000 ADA Transition improvements including automatic door openers
- \$50,000 City Hall carpet replacement
- \$100,000 City Hall windows
- \$50,000 City Hall elevator upgrade
- \$135,000 Senior Center roof and floor replacement and painting project
- \$100,000 Library carpet replacement
- \$40,000 Public Safety and Court security camera upgrade
- \$65,000 flooring (public safety & fire)
- \$105,000 city facility painting projects (public safety & fire)
- \$25,000 operations garage door

- \$35,000 operations restroom

Conclusion:

Balancing the city's first 2017/2018 biennial budget is a simple equation of our operating expenditures not exceeding our operating revenues. I am committed to living within our means. As presented, my budget continues our commitment to balance fiscal responsibility while meeting City Council and community priorities. It reflects my expectation to maintain and improve our infrastructure. The proposed budget is a financial roadmap for our city and represents our continued commitment to prudent fiscal management, effective service delivery, and quality of life for our residents.

I look forward to your input.

Respectfully,
Laurie Gere
Mayor

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the October 17, 2016 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
209030	3/15/2016	1680878.001	06347	WITMER PUBLIC SAFETY GROUP INC	FIREFIGHTER HELMETS	\$1,105.00
209032	3/17/2016	1680878.002	06347	WITMER PUBLIC SAFETY GROUP INC	CAIRNS 360 GOGGLES	\$203.00
209042	5/20/2016	1695882.001	06347	WITMER PUBLIC SAFETY GROUP INC	FIREFIGHTING BOOTS	\$384.25
209084	7/19/2016	1140952	00999	FOSTER PEPPER PLLC	WTP EXPERT CONSULTANT MATTER NO. 96	\$78,838.18
208959	8/8/2016	2016map	02769	TOWN GRAPHICS	ANNUAL ADVERTISING IN THE ANACORTES	\$450.00
209176	8/11/2016	300055670	01443	KCDA PURCHASING COOPERATIVE	24# COPY PAPER 3RD FLOOR C/H	\$277.83
207105	8/16/2016	26547	07996	REICHHARDT & EBE ENGINEERING	S MARCH PT SHOULDER WIDENING	\$5,761.81
207775	8/23/2016	794662	07456	CABLEORGANIZER.COM, INC - USA	Media plugin for conference table	\$401.10
207381	8/24/2016	657277	08747	YSI INCORPORATED (XYLEM)	REPLACEMENT OBOD SENSOR CAP KIT	\$108.68
207568	8/24/2016	21912035B	09577	GREAT WOLF LODGE	TRAINING HOTEL STAY 2ND PART; OFC RAY K9 CONF	\$272.78
207562	8/25/2016	238164828491970	09928	FBI - LEEDA	TRAINING; FBI-LEEDA; CAPT D'AMELIO	\$650.00
209027	8/26/2016	98181885	02757	TOMARK SPORTS INC	PROTECTIVE NETTING FOR ISLAND VIEW	\$888.60
208720	8/26/2016	A1145257	02405	SEBO'S DO-IT CENTER	Safety Glasses, Dremel Cutting Wheels & Fastners	\$45.74
207561	8/26/2016	88178790	10288	HAMPTON INN & SUITES, SPOKANE VALLEY	TRAILING HOTEL STAY; CAPT D'AMELIO FBI-LEEDA	\$547.60
208402	8/26/2016	106-1565372-5718618	08811	AMAZON.COM	OFFICE SUPPLIES; VELCRO EXPANSION WALLETS FOR COURIER	\$15.00
208743	8/29/2016	104-1853350-3129000	08811	AMAZON.COM	Facial Tissue & Disinfecting Wipes - Court	\$29.73
208721	8/30/2016	A1146478	02405	SEBO'S DO-IT CENTER	True Square & Fastners	\$7.41
208722	8/30/2016	A1146503	02405	SEBO'S DO-IT CENTER	Furing Strips, Miter Box w/ Saw & Hammer	\$67.76
208723	8/30/2016	A1146714	02405	SEBO'S DO-IT CENTER	Peg Board Tool Holders & Furing Strip	\$30.11
208738	8/30/2016	1203033151	08590	NEWEGG BUSINESS INC	Solid State Drives, HDMI adapters and misc parts.	\$294.50
209168	8/30/2016	TRAVEL REIMBURSEMENT	09787	FARNSWORTH, DIANA	FERRY FEE	\$13.25
208754	8/30/2016	1874716226	08912	EBAY OR PAYPAL	Cable sleeve for main conference room at City Hall	\$29.07
208742	8/30/2016	104-1018544-0001811	08811	AMAZON.COM	80lb Linen White blank business card stock	\$32.40

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
208745	8/30/2016	104-1438503-2434657	08811	AMAZON.COM	Hand Sanitizer - 12 pack - Court	\$27.73
208744	8/30/2016	104-7853360-8373812	08811	AMAZON.COM	C2G/Cables to Go 5 meters yellow	\$12.42
208986	8/31/2016	LeePettyCash	02089	PETTY CASH FUND	REIMBUSRE LEE'S PETTY CASH FUND	\$24.10
208739	8/31/2016	1202101017	08590	NEWEGG BUSINESS INC	HDMI 90 Degree Female to Female Coupler	\$17.68
208740	8/31/2016	1202101522	08590	NEWEGG BUSINESS INC	HDMI Female to Female Coupler	\$14.32
208746	8/31/2016	104-8049608-5994611	08811	AMAZON.COM	100 pack PEG Board Shelving hooks	\$33.48
208741	9/1/2016	1202103571	08590	NEWEGG BUSINESS INC	HDMI Male to Femail Coupler	\$11.96
208726	9/3/2016	16090116	03318	DELL MARKETING LP	Thin clients for WTP SCADA upgrade.	\$1,765.69
208736	9/6/2016	1865904	06107	ACCIS	ACCIS Conference x2	\$250.00
208119	9/7/2016	2016-0522	10301	GONZALES LANDSCAPING	LANDSCAPE MAINTENANCE SERVICES	\$5,045.25
208732	9/8/2016	862102392	01962	OFFICE DEPOT	UPS for VoIP and Fiber Optics	\$2,626.94
208727	9/8/2016	#0132478-POS	00306	BAYSHORE OFFICE PRODUCTS	Thank you card for Cathy in Finance.	\$3.79
209014	9/9/2016	A1150176	02405	SEBO'S DO-IT CENTER	MAINTENANCE - W.T. PRESTON	\$5.10
208403	9/9/2016	111-3851272-8395443	08811	AMAZON.COM	PATROL SUPPLIES; BATTERY REPLACEMENTS FOR FLASHLIGHTS	\$69.44
208734	9/10/2016	6254000106	04308	COSTCO	Dog treats - finance	\$11.05
209001	9/13/2016	B344821	02405	SEBO'S DO-IT CENTER	TIES FOR BLUE BAGS	\$91.50
208747	9/13/2016	111-6251277-8872217	08811	AMAZON.COM	Open Top metal trash can - main conf room	\$39.99
208761	9/14/2016	9418	10352	RIVER ROCK TOBACCO AND FUEL	AUTO FUEL - TRAINING	\$10.06
209022	9/14/2016	36	09148	AMPCO PARKING	PARKING SECURITY CONF IT	\$16.00
208908	9/15/2016	00061607	02930	WASHINGTON STATE PATROL	ACCESS USER FEES	\$534.00
208918	9/16/2016	902106951	01903	NORTHERN SAFETY CO INC	CWP GLOVES	\$37.59
208270	9/16/2016	Quote	05643	JSF TECHNOLOGIES	ANACORTES SCHOOL ZONE BEACONS	\$5,075.00
208903	9/16/2016	006069110	00368	GALLS LLC - DBA BLUMENTHAL UNI	UNIFORM JACKET; OFC TREVINO	\$565.69
208902	9/16/2016	006069130	00368	GALLS LLC - DBA BLUMENTHAL UNI	UNIFORM; DET SGT FULLER	\$540.35
209088	9/16/2016	103-0940793-6950647	08811	AMAZON.COM	PLUMBING SUPPLIES	\$366.29
209083	9/16/2016	103-8434888-3089062	08811	AMAZON.COM	PUSH FITTINGS STRAIGHT MALE CONNECTORS	\$19.58
208755	9/17/2016	109849	09946	CASH & CARRY	TEA & HOT COCOA - WTP & 3RD FLOOR C/H	\$47.87
208729	9/19/2016	A1153823	02405	SEBO'S DO-IT CENTER	ELECTRICAL TAPE, CABLE TIES	\$33.93
209155	9/19/2016	728716	10294	PACIFIC LAMP & SUPPLY COMPANY	DIMMING BALLAST, REPLACES ONE THAT HAVE	\$414.10
209111	9/19/2016	Jeff Marrs	00137	NW WA SUBSECTION PNWS-AWWA	CLASS REGISTRATION FOR JEFF MARRS	\$100.00
209017	9/20/2016	A1154070	02405	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES - W.T. PRESTON	\$42.59

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208749	9/20/2016	111-8602978-8985865	08811	AMAZON.COM	Ergonomic Mouse - Cheri - Exec	\$69.80
209121	9/20/2016	899247/1	00021	ACE HARDWARE	PAINT ROLLER	\$5.85
208453	9/21/2016	480126	02488	SKAGIT CO PUBLIC WORKS DEPT	SOLID WASTE DISPOSAL	\$36.00
209120	9/21/2016	0035183-IN	02199	PUGET SAFETY EQUIPMENT	SAFETY WINCH ANNUAL SERVICE	\$812.38
209102	9/21/2016	16-22875	00850	EDGE ANALYTICAL INC	FLUORIDE SAMPLE	\$24.00
209122	9/21/2016	899377/1	00021	ACE HARDWARE	ALUMINUM FOIL FOR LAB	\$8.76
208909	9/22/2016	8120885675	09706	SHRED-IT USA	OLD RECORDS DESTROYED	\$38.50
209165	9/22/2016	94970392	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$144.44
209166	9/22/2016	94970393	01318	INGRAM LIBRARY SERVICES	BOOKS - ADULT	\$798.13
208762	9/22/2016	9418	07231	HOME DEPOT	STAPLES FOR CABLING PROJECT	\$16.67
209003	9/22/2016	246111	01023	FRONTIER BUILDING SUPPLY	WAFER-BOARD FOR VENT DRILLS	\$281.45
208730	9/22/2016	626600007424	04308	COSTCO	TRASH BINS	\$88.48
209002	9/22/2016	16-A07365	00428	BUDGET TOWING	TOWING; APD CASE 16-A07365	\$203.44
208914	9/23/2016	092316APD	04216	SKAGIT CYCLE CENTER	BIKE TREK POLICE BYCYCLE; SRO DOTZAUER	\$1,356.65
209018	9/23/2016	A1155098	02405	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES - W.T. PRESTON	\$70.06
208733	9/23/2016	679472945	01997	ORIENTAL TRADING CO INC	Misc items for Halloween party	\$210.30
208731	9/23/2016	29387897	10345	HOTEL RL BY RED LION SPOKANE	LODGING, WFOA CONFERENCE FINANCE	\$355.56
209115	9/23/2016	10122007	01165	HACH COMPANY	FLUORIDE REAGENT SET	\$208.41
209094	9/23/2016	109-8980693-7689040	08811	AMAZON.COM	DAYTIMER REFILL, SURFACE PRO CHARGER	\$63.85
208919	9/24/2016	00005W5A83396	02817	UNITED PARCEL SERVICE	UPS SHIPPING CHARGES; WEEK ENDING 9-24-16	\$24.24
209110	9/24/2016	000099E018396	02817	UNITED PARCEL SERVICE	SHIPPING CHARGE TO 3M FALL PROTECTION	\$31.77
208735	9/24/2016	621161169	04308	COSTCO	2, 4pk tables for Depot arts building	\$1,084.98
208753	9/24/2016	111-9484726-3445019	08811	AMAZON.COM	Safegrip Powder free Latex gloves - Wa Prk	\$149.90
208927	9/25/2016	PO	02890	VILLAGE PIZZA	OYSTER RUN WEEKEND; FOOD FOR OFFICERS ON DUTY	\$195.30
208916	9/25/2016	79-165059	00408	MARKET LLC, THE	SUPPLIES FOR OYSTER RUN WEEKEND	\$38.86
208912	9/25/2016	21239	00841	ECONOWASH LAUNDRY & DRY	UNIFORM CLEANING	\$219.17
209113	9/26/2016	069340	02839	USA BLUE BOOK	LAB SUPPLIES	\$173.11
209116	9/26/2016	10125511	01165	HACH COMPANY	FLOW METER WITH TUBING	\$239.79
208926	9/26/2016	61385	09894	GRANDVIEW ON THE LAKE	TRAINING HOTEL STAY; CHIEF BOWERS	\$153.16
208904	9/26/2016	16A07436	00180	ANACORTES TOWING LLC	TOWING; APD CASE 16-A07436	\$162.75
209096	9/26/2016	109-9027045-7521823	08811	AMAZON.COM	PRINTER LABELS, SURFACE PRO CHARGER	\$51.90
208911	9/27/2016	99862	09302	FIDALGO ANIMAL MEDICAL CENTER	T-BONE K9; WELLNESS EXAM	\$111.44
209070	9/27/2016	16-102716	03318	DELL MARKETING LP	INTERNAL CARD READER 3.5" USB 2.0	\$29.98
209123	9/27/2016	1988812402	06718	ARAMARK	WTP LAUNDRY SERVICE	\$41.95

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208906	9/27/2016	16A07525	00180	ANACORTES TOWING LLC	TOWING; APD CASE 16-A07525	\$162.75
208963	9/28/2016	5039773MB	01530	LAKESIDE INDUSTRIES	ROCK & RIPRAP - THOMPSON TRAIL REPAIRS	\$3,666.64
208910	9/28/2016	#6APD	01369	ISLAND FARM AND PET	T-BONE K9; SALMON OIL AND TREAT	\$31.77
208992	9/28/2016	css hanes	10353	HANES, MICHAEL	REFEREE U11 GAME	\$35.00
209119	9/28/2016	10128184	01165	HACH COMPANY	FLUORIDE ACCUVAC SNAPPERS	\$135.51
208898	9/28/2016	206-188-1822-0627005	07909	FRONTIER	APD BUSINESS LINE/SUMMARY BILL	\$404.83
208899	9/28/2016	253-004-9336-0614005	07909	FRONTIER	APD DS1 LINES	\$357.65
208894	9/28/2016	253-006-0176-1214945	07909	FRONTIER	APD FRAME RELAY	\$369.18
209009	9/28/2016	253-009-1310-0919005	07909	FRONTIER	APD FRAME RELAY	\$84.22
208897	9/28/2016	253-011-6037-1018005	07909	FRONTIER	APD VOICE GRADE CIRCUITS	\$40.38
208961	9/28/2016	360-293-3725-0501135	07909	FRONTIER	DEPOT PHONE SERVICE	\$55.92
208896	9/28/2016	360-293-4900-0912865	07909	FRONTIER	APD BAC LINE	\$74.96
208900	9/28/2016	360-299-6615-061516-	07909	FRONTIER	APD 911 LINE	\$76.71
208895	9/28/2016	360-588-1422-0822015	07909	FRONTIER	APD BUSINESS LINE	\$286.54
209026	9/29/2016	808892	08818	REECE, STORMIE	SEPTEMBER 2016 DEPOT CLEANING	\$550.00
209029	9/29/2016	IN1068962	07823	MUNICIPAL EMERGENCY SERVICES	SAW HOLDER, HALLIGAN MOUNT, BOLT CUTTER	\$290.67
208913	9/29/2016	0178807	00950	FIDALGO BAY COFFEE COMPANY	COFFEE - APD	\$93.00
209101	9/29/2016	248 984 6277 5	00494	CASCADE NATURAL GAS CORP.	WTP NATURAL GAS USE 8/30/16-9/28/16	\$534.11
208907	9/29/2016	1988816028	06718	ARAMARK	NYLON MATS CLEANED	\$16.28
209010	9/30/2016	COURT & BUILDING FEE	02960	WASHINGTON STATE TREASURER	3RD QTR COURT FEES 2016	\$52,150.61
208998	9/30/2016	6090106	02855	UTILITIES UNDERGROUND LOCATION	SEPTEMBER UTILITY LOCATE TICKETS	\$203.28
209154	9/30/2016	386000156	08528	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 09/01/2016 - 09/30/2016	\$61.00
209076	9/30/2016	0525608-IN	02260	REISNER DISTRIBUTOR INC	OIL FOR THE WWTP	\$208.38
208988	9/30/2016	BBB012182-BB07	02178	PROSTOCK ATHLETIC SUPPLY	SOCCER BALLS, LANYARDS, WHISTLES, VESTS	\$925.78
209131	9/30/2016	414203	02050	PARAMOUNT SUPPLY COMPANY	PUMP SOLENOID REBUILD KITS	\$705.52
209128	9/30/2016	420852	02050	PARAMOUNT SUPPLY COMPANY	SERVICE 3821 ASHCROFT VACUUM PRESSURE SWITCH	\$217.00
209171	9/30/2016	0000489671	01958	OCLC, INC	CATALOGING, ILL, FIRSTSEARCH/ WORLDCAT DISCOVERY	\$334.47

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
208901	9/30/2016	41940	01745	MICRO DATA BUSINESS FORMS	WARNING CORRECTION NOTICE FORMS	\$442.40
209092	9/30/2016	3090684323	04296	LEXISNEXIS	ON-LINE LEGAL LIBRARY FOR SEPT. 2016	\$270.18
209023	9/30/2016	5104293MB	01530	LAKESIDE INDUSTRIES	ASPHALT FOR THOMPSON TRAIL	\$1,216.06
208308	9/30/2016	GI-0300497	01124	GRANICH ENGINEERED PRODUCTS	PS 18 - IMPELLER	\$7,280.72
209051	9/30/2016	GI-0300498	01124	GRANICH ENGINEERED PRODUCTS	IMPELLER RING ASSEMBLY	\$1,581.93
209085	9/30/2016	1146782	00999	FOSTER PEPPER PLLC	WTP -PROFESSIONAL SERVICES MATTER NO. 96	\$7,805.00
209087	9/30/2016	1146783	00999	FOSTER PEPPER PLLC	SEWER UTILITY ISSUES MATTER NO. 97	\$57.50
209105	9/30/2016	1044107	09723	DISA GLOBAL SOLUTIONS INC	HAZMAT PHYSICALS AND HEARING TEST	\$115.00
208948	9/30/2016	8402891510	00007	CINTAS CORP	FIRST AID SUPPLIES - VARIOUS DEPTS	\$752.32
209005	9/30/2016	2016-30-9	00424	BUBBA SUDZ CAR WASH	SEPTEMBER CAR WASHES- 6	\$48.00
209034	9/30/2016	052-0010-00	00147	ANACORTES, CITY OF	OPERATIONS W/S/G FOR SEPTEMBER	\$917.68
209033	10/1/2016	1387135-0043-8	02997	WASTE MANAGEMENT	MONTHLY RECYCLE & YARDWASTE CONTRACT BILLING	\$96,217.91
209126	10/1/2016	1728979-0043-4	02997	WASTE MANAGEMENT	WTP SOLID WASTE DISPOSAL FOR SEPTEMBER	\$135.12
208921	10/1/2016	00005W5A83406	02817	UNITED PARCEL SERVICE	UPS SHIPPING CHARGES WEEK ENDING 10-01-16	\$14.10
208966	10/1/2016	530	02141	PORT OF ANACORTES	DOCK RENTAL	\$99.00
208973	10/1/2016	8292	02141	PORT OF ANACORTES	MOORAGE - QUARTERLY - SPACE QD-01A	\$64.66
208967	10/1/2016	983	02141	PORT OF ANACORTES	DOCK RENTAL - QD-19	\$32.00
208968	10/1/2016	984	02141	PORT OF ANACORTES	DOCK RENTAL - QD24	\$32.00
208969	10/1/2016	985	02141	PORT OF ANACORTES	DOCK RENTAL - QD-21	\$32.00
208970	10/1/2016	986	02141	PORT OF ANACORTES	DOCK RENTAL - QD-22	\$32.00
208971	10/1/2016	987	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.00
208972	10/1/2016	989	02141	PORT OF ANACORTES	DOCK RENTAL	\$32.00
209071	10/1/2016	xxxxx	10346	IMPORTED P CARD TRANSACTION	please fill this in	(\$1,765.67)
208893	10/1/2016	100116	00955	FIDALGO CLEANING	CLEANING & SUPPLIES	\$576.00
209074	10/1/2016	190-1840-00	00147	ANACORTES, CITY OF	UTILITY BILLING FOR WWTP	\$3,362.25
209080	10/2/2016	8498 30 017 0319913	04412	COMCAST	INTERNET ACCESS - LIBRARY 10/9-11/8/16	\$170.70
209124	10/2/2016	K00133/1	00021	ACE HARDWARE	FASTENER, HOSE WASHERS	\$3.11
209100	10/3/2016	200024889996	02192	PUGET SOUND ENERGY	INTAKE ELECTRICITY	\$356.91
209046	10/3/2016	Byer	10356	PROV EVERETT MED LABS	PHYSICAL LABS FOR RECRUITING (BYER)	\$198.95
209138	10/3/2016	K461773	02123	PLATT ELECTRIC SUPPLY INC	LIGHTS	\$225.12
209000	10/3/2016	MV148159	01801	MOTOR TRUCKS INC	PARTS FOR VEH #603	\$627.19
209167	10/3/2016	1503287	00632	MILES SAND & GRAVEL CO.	EXPANSION JOINT	\$99.82
209016	10/3/2016	Requisition 1	08107	HOUSING AUTHORITY OF THE CITY	CDBG - HA WATER HEATERS	\$5,159.15

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208979	10/3/2016	WAANA86067	00939	FASTENAL CO	PARTS FOR WATER DEPT	\$5.88
208960	10/3/2016	WAANA86078	00939	FASTENAL CO	FASTENERS - SOCCER GOALS	\$32.17
209125	10/3/2016	WAMO136862	00939	FASTENAL CO	HVAC FILTERS	\$268.29
209004	10/3/2016	93016	00180	ANACORTES TOWING LLC	TOWING; APD CASE 16-A07644	\$162.75
209006	10/3/2016	208224	00155	ANACORTES ANIMAL HOSPITAL	BOARD & DISTRAINER; SEPT 2016	\$343.40
208989	10/3/2016	900250/1	00021	ACE HARDWARE	D BATTERIES FOR DEPOT	\$31.23
209107	10/4/2016	1109584	02896	VISA	LODGING FOR CITY ATTORNEY AT ANNUAL FALL CONFERENCE	\$469.24
208978	10/4/2016	A1158774	02405	SEBO'S DO-IT CENTER	LIGHT, COMPOUND	\$23.30
209038	10/4/2016	CF21242	02342	SAFEWAY INC	RECEIPT REQUEST CHARGE	\$3.00
208923	10/4/2016	PER DIEM REIM	09143	RAY, SCOTT	TRAINING PER DIEM REIMB; OFC RAY	\$207.00
209011	10/4/2016	001-349866	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #410	\$22.49
208854	10/4/2016	00081558	09304	OWEN EQUIPMENT COMPANY	2" STRAINER - MESH SCREENS	\$84.17
209133	10/4/2016	19031	01407	JOHNNY'S SEPTIC SERVICE	WTP SEPTIC TANK EMERGENCY REPAIR AND CLEANING	\$699.83
208924	10/4/2016	PER DIEM REIMB	00721	D'AMELIO, LOU	TRAINING; CAPT D'AMELIO	\$320.00
208976	10/4/2016	0188-475986	03816	CONSOLIDATED ELECTRICAL DIST	CONDUIT, ELLS, CLAMPS, ETC.	\$96.93
208930	10/4/2016	PER DIEM	08731	CLIFFORD, TERRENCE	TRAINING PER DIEM; DET CLIFFORD	\$102.00
208928	10/4/2016	REIMB	08731	CLIFFORD, TERRENCE	TRAINING BAG CHECK FEE	\$125.00
208957	10/5/2016	Training	03068	WHYTE, HARRY	MEAL REIMBURSEMENT - TRAINING ON 9/27/16	\$15.00
208983	10/5/2016	160798	04831	T-SHIRTS BY DESIGN	SAFETY VESTS FOR STREET DEPT	\$48.83
209158	10/5/2016	1524320	02519	SKAGIT PUBLISHING	AA1524320 STORMWATER CODE PUBLIC HEARING	\$71.64
209159	10/5/2016	1524515	02519	SKAGIT PUBLISHING	AA1524515 CITY COUNCIL BUDGET HEARING REVENUE SOURCES	\$63.68
209160	10/5/2016	1526540	02519	SKAGIT PUBLISHING	AA1526540 NOTICE OF APPLICATION SPL-2016-1001	\$139.30
208965	10/5/2016	95041EM-2	09014	SHEN, ERIC	REIMBURSEMENT FOR PURCHASE OF 2 BIKE	\$306.00
208981	10/5/2016	A1159187	02405	SEBO'S DO-IT CENTER	TORCH BLADE	\$23.95
209037	10/5/2016	001-350028	02109	PISTON SERVICE OF ANACORTES	PARTS FOR VEH #153	\$582.29
209019	10/5/2016	109304	01799	MORTENSON SIGNS INC	SIGN - MAXWELL MURAL	\$24.42
208962	10/5/2016	camprefundkaiser	10292	KAISER, RICHARD	CAMPING REFUND	\$246.00
209015	10/5/2016	1355145	09961	CARDINAL HEALTH 411, INC.	PHARMACEUTICALS	\$546.03
208977	10/5/2016	0682309-001	00306	BAYSHORE OFFICE PRODUCTS	OFFICE CHAIR FOR SOLID WASTE DEPT	\$173.59
208974	10/5/2016	01538 & 01537	00268	AWRA WASHINGTON SECTION	AWRA WA STATE CONFERENCE - SWETNAM AND LOVELETT	\$340.00
209013	10/6/2016	A1159447	02405	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES - CARNEGIE	\$32.70
208984	10/6/2016	B346691	02405	SEBO'S DO-IT CENTER	CLEANER/DEGREASER	\$35.12
208987	10/6/2016	Petty Cash Keri	02088	PETTY CASH FUND	REIMBURSE PETTY CASH FUND KERI	\$183.53

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
209072	10/6/2016	16-110416	08590	NEWEGG BUSINESS INC	HDMI V1.3B 1X2 1 TO 2 1440P SPLITTER	\$43.98
208991	10/6/2016	Pay App #2	01546	LARRY BROWN CONSTRUCTION	RAPID FLASHING BEACONS	\$63,881.77
208982	10/6/2016	0179002	00950	FIDALGO BAY COFFEE COMPANY	COFFEE ORDER FOR OPS/PARKS DEPT	\$186.00
209091	10/6/2016	867408-0	00306	BAYSHORE OFFICE PRODUCTS	PENS, HIGHLIGHTERS; OFFICE SUPPLIES	\$29.56
208993	10/6/2016	Reim	03178	BARBER, LYNN	REIMBURSEMENT FOR SNACK ITEMS FOR CUSTOMER SERV TRAINING	\$121.92
209008	10/6/2016	1988826899	06718	ARAMARK	NYLON MATS CLEANED	\$16.28
209012	10/6/2016	1988826907	06718	ARAMARK	LAUNDRY SVC FOR OPS & PARKS	\$74.88
209025	10/7/2016	20692647	10355	WEBSTAURANTSTORE	ROUND TABLE/SUPPORT HARDWARE	\$495.20
209020	10/7/2016	A1159797	02405	SEBO'S DO-IT CENTER	MAINTENANCE SUPPLIES - CARNEGIE	\$49.50
209035	10/7/2016	A1159807	02405	SEBO'S DO-IT CENTER	PARTS FOR SHOP	\$53.85
209031	10/7/2016	A1159817	02405	SEBO'S DO-IT CENTER	CLAMPS FOR SIGNAGE	\$24.35
209040	10/7/2016	2476498	02342	SAFEWAY INC	ICE FOR THE LAB	\$32.28
209053	10/7/2016	200018631677	02192	PUGET SOUND ENERGY	ST. RT. 20 ELECTRICITY	\$77.41
209170	10/7/2016	220006944312	02192	PUGET SOUND ENERGY	CASINO DR UNDER TWIN BRIDGES,	\$66.02
209036	10/7/2016	001-350212	02109	PISTON SERVICE OF ANACORTES	PART FOR VEH #170	\$34.04
209021	10/7/2016	W534323205	07231	HOME DEPOT	45 GAL. CLEAR RECYCLING BAGS	\$59.89
209104	10/7/2016	16-24678	00850	EDGE ANALYTICAL INC	TOC SAMPLES	\$98.00
209078	10/7/2016	0682528-001	00306	BAYSHORE OFFICE PRODUCTS	TAPE CARTRIDGES	\$34.70
209024	10/7/2016	5739-8329	10354	ALL ABOUT DOORS AND WINDOWS	SASH HOOK BRACKET	\$14.59
209086	10/10/2016	2016-9	05726	STOUGHTON, MARY	LTAC HEART OF ANACORTES RESTRM CLEAN	\$249.60
209075	10/10/2016	0197490-IN	02260	REISNER DISTRIBUTOR INC	OIL FOR THE WWTP	\$509.62
209047	10/10/2016	35665	02260	REISNER DISTRIBUTOR INC	PUMP STATION DIESEL	\$300.06
209112	10/10/2016	300000004923	02192	PUGET SOUND ENERGY	ALL STATIONS: 9/6 - 10/6	\$687.14
209172	10/10/2016	300000008114	02192	PUGET SOUND ENERGY	SHARP'S CORNER 24" MTR VAULT,	\$455.08
209077	10/10/2016	LL.SEPAR	01364	ISLAND HOSPITAL	SEPTEMBER, LIFELINE SERVICE FEE	\$64.95
209044	10/10/2016	09-2016	09816	FIRE SERVICE ENTERPRISE LLC	VOLUNTEER COORDINATION: SEPTEMBER	\$2,220.83
209156	10/10/2016	0188-476202	03816	CONSOLIDATED ELECTRICAL DIST	CAT6E WIRE 1000 FT	\$135.63
209050	10/10/2016	1988831052	06718	ARAMARK	LAUNDRY SERVICE FOR WWTP	\$73.35
209039	10/10/2016	900273/1	00021	ACE HARDWARE	EXTENSION CORD	\$29.28
209114	10/10/2016	900693/	00021	ACE HARDWARE	SPRAY FOR TOOL IDENTIFICATION	\$37.55
209052	10/10/2016	55657376	02154	150-PRAXAIR DISRIBUTION INC	CYLINDER RENTAL FOR WWTP	\$169.87
209164	10/11/2016	Pay Application 2	04323	WELCH BROTHERS CONSTRUCTION	M AVE SS I&I REDUCTION	\$3,964.37
209117	10/11/2016	2016104-7	09895	SWETNAM, DARCY	MEAL REIMBURSEMENT FOR ANNUAL CONFERENCE CITY ATTORNEY	\$137.00
209089	10/11/2016	October	07723	SKAGIT LAW GROUP PLLC	PROSECUTING ATTORNEY SERVICES OCT. 2016	\$6,000.00
209099	10/11/2016	B344999	02405	SEBO'S DO-IT CENTER	ADJUSTABLE WIRE STRIPPER	\$14.07

Invoice Doc #	Transaction Date	Invoice #	Vendor #	Vendor Full Name	Description	Total Amount
209082	10/11/2016	Pay Application 1	10357	ROOSENDAL HONCOOP CONSTRUCTIO	STORVIK SPRAYPAD & RESTROOM	\$47,518.11
209151	10/11/2016	Ref000209151	10360	RESOLUTE INVESTMENTS LLC	UB REFUND ON ACCOUNT #411-0215-01	\$1,351.62
209103	10/11/2016	26689	07996	REICHHARDT & EBE ENGINEERING	DESIGN MARCH PT RD SHOULDER WIDENING	\$9,745.27
209174	10/11/2016	Oct Petty Cash	02092	PETTY CASH FUND	PETTY CASH REIMB OCT 2016	\$65.00
209132	10/11/2016	0443500-IN	01839	NATIONAL SAFETY INC	SAFETY VESTS	\$352.95
209130	10/11/2016	0443894-IN	01839	NATIONAL SAFETY INC	SAFETY VESTS	\$161.88
209162	10/11/2016	239	09869	KULSHAN SERVICES LLC	EVALUATE NPDES II PROGRAM	\$4,610.00
209090	10/11/2016	Oct	01511	KORTERUD, WAYNE D	INDIGENT SCREENING SERVICES OCTOBER 2016	\$375.00
209175	10/11/2016	Travel Reimb	10103	KAUFMAN, MATT	MILEAG REIMB IT WORKSHOP- MATT KAUFMAN	\$19.44
209134	10/11/2016	3084	09453	H S WOLD CO, INC	2016 MUSEUM EXTERIOR MAINTENANCE	\$15,385.50
209079	10/11/2016	2016-0700	10301	GONZALES LANDSCAPING	LANDSCAPE MAINTENANCE - SEPTEMBER 2016	\$5,045.25
209093	10/11/2016	municipal court	07909	FRONTIER	MUNICIPAL COURT FAX	\$91.08
209095	10/11/2016	E16063P	10359	ELEMENTAL AIR	RATA TESTING @ WWTP	\$5,263.00
209173	10/11/2016	Reimb	10361	DIAMOND, DAVID	RE-CERTIFICATION & 3 WEBINARS FOR BLDG	\$197.00
209145	10/11/2016	10158	10273	CONNOLLY, SKILLINGS	WWTP OUTFALL REPAIR	\$2,603.99
209169	10/11/2016	17908992037	07390	CASCADE DENTAL	JOHNSON, IVER, DENTAL SERVICES, DOS: 10/05/2016	\$142.00
209081	10/11/2016	SIN001927-Corrected	09998	CARTEGRAPH	ASSET MGMT SYSTEM	\$520.20
209157	10/11/2016	1412-T09	00369	BLYTHE PLUMBING & HEATING INC	HAVC MAINTENANCE-CITY HALL	\$889.70
209106	10/11/2016	46280	00244	ASSN OF WASHINGTON CITIES	2016 REGIONAL MEETING OCTOBER 19	\$90.00
209163	10/11/2016	15-077-TRN-003	06826	ASPHALT QUALITY SEALERS	RETAINAGE RELEASE	\$375.00
209140	10/11/2016	1988834240	06718	ARAMARK	WTP LAUNDRY SERVICE	\$41.95

Total

\$485,218.91



City Council Agenda Bill

Meeting Date: 10/17/2016 **Agenda Item:** 20161017Item5c

Subject: Contract Award to Makers Architecture – Update Zoning, Development and Design Standards for Anacortes Municipal Code

Staff Contact: Libby Grage, Planning Manager

Approved for Submittal to Council by	
	Laurie Gere, Mayor
	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney

Action Type	
	Ordinance No.
	Code Revision?
X	Contract
	Public Hearing
	Staff Report

Summary Statement: The City seeks City Council consent to issue a contract to Makers Architecture & Urban Design LLP in the amount of \$129,000.00 to updated zoning, development and design standards for the Anacortes Municipal Code in accordance with the 2016 Comprehensive Plan.

Background: On October 3, 2016, City staff presented the scope of work proposed for this contract. Makers assisted with the 2016 Comprehensive Plan update and has extensive experience in updating development and design standards in easily understood terms.

Budget Impact	
Amount Budgeted	\$129,000
Budget Account (BARS)	001.240.558.60.41
Proposed Expenditure	\$129,000
Budget Amendment Required?	No
Revenue Source	City funds

Proposed Contract	
Contractor	Makers Architecture
Amount	\$129,000
Start Date	Inception
End Date	December 31, 2017

Previous Council/Committee Action: During an October 3, 2016 meeting, City Council approved of the services proposed.

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council provide its consent to award a contract to Makers Architecture & Urban Design LLP in the amount of \$129,000.00 for the services described above.

Alternative Actions: N/A

Attachments: Contract



CONTRACT 16-081-IDS-001
Between
THE CITY OF ANACORTES
AND
MAKERS ARCHITECTURE & URBAN DESIGN LLP

UPDATE ZONING, DEVELOPMENT AND DESIGN STANDARDS
FOR
THE ANACORTES MUNICIPAL CODE

This Agreement, hereinafter referred to as "Agreement", made and entered into between the City of Anacortes, hereinafter referred to as the "City", and Makers Architecture and Urban Design LLP, hereinafter referred to as the "Consultant";

WHEREAS, the City requires professional services of the Consultant;

WHEREAS, during the Meeting of October 17, 2016 City Council approved contract award to the Consultant for the services described herein;

NOW, THEREFORE, in consideration of mutual benefits accruing, it is agreed by and between the parties hereto as follows:

1. **Scope of Work.** Under this Agreement, the Consultant shall provide services as described in Exhibit A entitled "Update Zoning, Development and Design Standards for Anacortes Municipal Code" which is hereby incorporated by reference and made a part hereof. Work shall be performed under the direction of Mr. Don Measamer, Director of Planning Community and Economic Development, or his designee. Mr. Measamer may be reached at (360) 299-1930 or don@cityofanacortes.org.
2. **Price.** The services provided under this Agreement shall be reimbursed on a time-and-materials (T&M) basis not-to-exceed **One Hundred Twenty-Nine Thousand Dollars (\$129,000)**. The estimate level of effort is 532 hours for Key Personnel and 295 hours for support staff.

The billable rates for services provided shall be in accordance with Article 4 Payment Terms.
3. **Period of Performance.** The period of performance under this Agreement is from inception through 31 December 2017.
4. **Payment Terms.** Progress payments under this contract shall be made in accordance with the following billing rates:

HOURLY BILLING RATES FOR THE CONSULTANT TEAM	
MAKERS EMPLOYEE NAME	HOURLY RATE
Bob Bengford	\$185.00
Rachel Miller	\$115.00
Goming Lau	\$ 85.00
Danielle Cull	\$ 85.00
Scott Bonjukian	\$ 75.00

Other direct costs shall be reimbursed at actual costs. Local mileage shall be reimbursed in accordance with the local mileage rate(s) issued in the Federal Travel Regulations. The 2016 local mileage reimbursement rate is \$.54/mile.

5. **Key Personnel.** The key personnel specified in this contract are considered essential to work performance. At least 30 days prior to diverting any of the specified individuals to other programs or contracts (or as soon as possible, if an individual must be replaced, for example, as a result of leaving the employ of the Consultant or Sub-Consultant), the Consultant shall notify the City in writing and shall submit comprehensive justification for the diversion or replacement request (including proposed substitutions for key personnel) to permit evaluation by the City of the impact on performance under this contract. The Consultant shall not divert or otherwise replace any key personnel without the written consent of the City. A request to amend this provision must be accompanied by a resume for added personnel demonstrating education and work experience equivalent or greater than the key person being replaced. The City may modify the contract to add or delete key personnel at the request of the Consultant or City. Key personnel and their job category are as follows:

<u>Name</u>	<u>Title</u>
Bob Bengford	Partner/Project Manager

6. **Subcontracts.** The Consultant shall give notice reasonably in advance of placing any subcontract; preferably the Consultant shall identify subcontracts before subcontracted work begins. "Subcontract" means any contract entered into by a Sub-consultant to furnish supplies or services for performance of the prime Consultant or a Sub-consultant. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders. The following information shall be included (i) a description of the supplies or services to be subcontracted, (ii) identification of the type of subcontract to be used (iii) identification of the proposed Sub-consultant, (iv) proposed subcontract price.

Unless consent or approval specifically provides otherwise, consent by the City shall not constitute a determination –

- (1) of the acceptability of any subcontract terms or conditions;
- (2) Of the allowability of any cost under this contract, or
- (3) To relieve the Consultant of any responsibility for performing this Contract.

The Consultant shall give immediate written notice per Clause 27 Notices, of any action or suit filed and prompt notice of any claim made against the Consultant by any Sub-consultant or vendor that, in the opinion of the Consultant, may result in litigation related in any way to this contract, with respect to which the Consultant may be entitled to reimbursement from the City.

7. **Invoicing.** Each invoice shall include:

All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Title, Agreement Number and Price, or Amended Price. Invoices shall include actual hours worked by Period, by Labor Category.

The City shall notify the Consultant within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Consultant shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

8. **Ownership and Use of Documents.** All finished and unfinished documents and material prepared by the Consultant with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to plans, specifications, reports, electronic and non-electronic data, and other design documents prepared by the Consultant. Pursuant to RCW 42.56.70, all information and documents produced under this Agreement may be subject to public disclosure.

9. **Defense and Indemnity Agreement.** The Consultant shall defend, indemnify and hold the City, its appointed and elective officers, officials, employees and volunteers harmless from any

and all claims, injuries including death at any time resulting there from, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this Clause shall survive the expiration or termination of this Agreement.

10. General and Professional Liability Insurance.

A. Insurance Term

The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation

Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

Consultant shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

E. Other Insurance Provision

The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

G. Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

H. Notice of Cancellation

The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

11. Registered or Licensed Consultant. The City is prohibited by RCW 39.06.010 from executing an Agreement with a Consultant who is not registered or licensed as required by the laws of the state. In addition, the City will require persons doing business with the City to possess a business license.

12. Inspection. The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute the Consultant may appeal to the City's Public Works Director, whose decision shall be final. The Consultant shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve the Consultant of his/her obligations or responsibilities under the Agreement. However, the Consultant shall be responsible for its own methods and conduct during the period of performance.

13. **Standard of Care.** The Consultant warrants that Professional Services provided under this Agreement will be performed in a workmanlike manner consistent with industry standards reasonably applicable to the performance of such services. The City's remedy shall be the re-performance of the Service or an equitable adjustment in the monies paid for the Professional Services, at the City's discretion.

14. **Discrimination Prohibited.** Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin or physical handicap.

15. **Consultant is an Independent Consultant.** The parties intend that an independent Consultant relationship will be created by this Agreement. No agent, employee or representative of the Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and Sub-consultants during the performance of this Agreement.

16. **The City's Right to Terminate Agreement.**

A. Termination for Default

If the Consultant defaults by failing to perform any of the obligations of the Agreement or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Consultant in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere. If the Agreement is terminated for default, the Consultant shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Consultant. The Consultant shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default. If a notice of termination for default has been issued and it is later determined for any reason that the Consultant was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

B. Termination for Public Convenience

The City may terminate the Agreement in whole or in part whenever the City determines, in its sole discretion that such termination is in the best interests of the City. Whenever the Agreement is terminated in accordance with this paragraph, the Consultant shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work. An equitable adjustment in the Agreement price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the City at any time during the term, whether for default or convenience, shall not constitute a breach of Agreement by the City.

17. **Changes/Additional Work.** The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant will be entitled to additional compensation for authorized additional services or materials. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this Agreement. If conditions are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Consultant to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this Agreement is approved in writing by both parties.

18. **Non-waiver.** Waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provision.

19. **Non-assignable.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

20. **Covenant Against Contingent Fees.** The Consultant warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

21. **Disputes**

A. General

Differences between the Consultant and the City, arising under and by virtue of this Agreement shall be brought to the attention of the City at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The provisions of this Clause shall survive the expiration or termination of this Agreement.

B. Notice of Potential Claims

The Consultant shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the Contracting Agent or the City, or (2) the happening of any event or occurrence, unless the Consultant has given the City a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the City. The written Notice of Potential Claim shall set forth the reasons for which the Consultant believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Consultant shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

C. Detailed Claim

The Consultant shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the City, the Consultant has given the City a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

D. Dispute Resolution

In the event of a dispute between the City and the Consultant arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Consultant to have oversight over the administration of this Agreement. Said representatives shall meet within thirty (30) calendar days of receipt of detailed claim, and the parties shall make a good faith effort to achieve a resolution of the dispute.

In the event the parties are unable to resolve the dispute under the procedure set forth above, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties.

If either party is dissatisfied with the outcome of the mediation, that party may then pursue any available judicial remedies.

22. **Force Majeure.** Definition: Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement if and to the extent that such party's performance of this Agreement is prevented by reason of force majeure. The term "force

majeure" means an occurrence that is beyond the control of the party affected and could not have been avoided by exercising reasonable diligence. Force majeure shall include acts of God, war, riots, strikes, fire, floods, epidemics, or other similar occurrences. Notification: If either party is delayed by force majeure, said party shall provide written notification within forty-eight (48) hours. The notification shall provide evidence of the force majeure to the satisfaction of the other party. Such delay shall cease as soon as practicable and written notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Consultant shall have no recourse against the City.

23. **Compliance with Laws.** The Consultant in the performance of this Agreement shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services.

The Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.

24. **Venue and Choice of Law.** In the event that any litigation should arise concerning the services under this Agreement, interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the Courts of the State of Washington in and for the County of Skagit. This Agreement shall be governed by the law of the State of Washington.

25. **Severability.** If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this Agreement are declared severable.

26. **Survival of Contract Termination.** The articles relating to Indemnification, Data Rights, Proprietary Information, Governing Law, and Venue and Choice of Law shall survive completion of the services, payment in full of the compensation and termination of this Agreement.

27. **Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Washington. Any action brought under the Agreement or relating to the Project shall be brought in the Superior Court of the State of Washington in Skagit County Washington.

28. **Notices.** Notices to the City of Anacortes shall be sent to the following address:

City of Anacortes
Attention: Denise Van Wyck
Contract/Grant Administrator
904 6th Street
PO BOX 547
Anacortes, WA 98221
denisev@cityofanacortes.org

Notices to the Consultant shall be sent to the following address:

Makers Architecture and Urban Design
Bob Bengford, AICP
1904 Third Avenue, Suite 725
Seattle, WA 98101

Receipt of any notice shall be deemed effective three days after deposit of written notice in the U.S. mails, with proper postage and properly addressed.

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to be bound accordingly;

CITY OF ANACORTES

MAKERS ARCHITECTURE & URBAN DESIGN LLP

By _____
Laurie Gere, Mayor

By _____

Title _____

Date _____

Date _____

Contract 16-081-IDS-001
Update Zoning, Development and Design Standards
for
Anacortes Municipal Code

Scope of Work

Project Goal

Assist staff in drafting revised zoning, development and design standards in accordance with 2016 Comprehensive Plan.

Project Assumptions

Since the development of the land use concepts in the comprehensive plan included significant community engagement, the initial code development process will largely be conducted between CONSULTANT and City staff. Once a draft concept is developed involving the full range of land use code issues, CONSULTANT will lead a citywide public workshop, a topic specific workshop, and a series of stakeholder meetings to present the code concepts (see Task 3) and invite feedback on the concepts.

- Major code elements: Below is a list of key elements in the updated unified development code. Items listed in bold are those elements where CONSULTANT is expected to lead or assist in developing new content.
 - General Provisions
 - Permit Procedures
 - Variances
 - **Zoning**
 - **Development and Design Standards**
 - Non-Conforming Uses
 - Essential Public Facilities
 - Critical Areas
 - Shorelines
 - Stormwater
 - Clearing and Grading
 - **Land Divisions**
 - Boundary Line Adjustments
 - Concurrency
 - Impact Fees
 - **Development Agreements**
 - Enforcement and Penalties
 - Legislative Actions
- Code organization: As a significant part of the code update, CONSULTANT will assist the City in efforts to re-organize the code to make it more user-friendly and allow for future amendments.
- Code language: The new UDC will emphasize the use of plain language that's clear and predictable for all code users and community members.

Tasks included under this Scope of Work to be performed by the CONSULTANT are as follows:

Tasks

1. Project Start-Up.

Within the first month, the CONSULTANT shall meet with City staff to discuss project elements, schedule, assumptions, applicable background information, and preliminary ideas. Discuss the proposed outline of the code and identify potential issues and refinement needs. Go through each proposed chapter and discuss how current code can be converted, what updates are needed, and who will be taking the lead on changes. This task includes a meeting with City Council to discuss the work plan and preliminary approach and ask City Council members what aspects of the updated code and code development process are most important to address.

Deliverable: Provide a schedule of activities to support the agreed upon work plan. Summarize City Council comments and suggestions.

2. Prepare code concepts.

CONSULTANT will prepare preliminary concepts based on community input from the Comprehensive Plan process. The concept will include the following elements:

- Development agreements
- Updated zoning provisions including permitted uses and form & intensity standards
- Streetscape design provisions (focus on sidewalk width, street trees, and planting strips for the different roadway types)
- Subdivision design provisions
- Commercial & multifamily design standards, including
 - Site orientation standards for new commercial & multifamily development
 - Site design & elements provisions
 - Site design element provisions
 - Building design provisions
 - Landscaping provisions
 - Special area specific provisions
- Housing type standards
- Landscaping standards
- Off-street parking standards
- Sign standards

During this process – CONSULTANT will also collaborate with staff in updating administration and procedures related sections into the new code organization.

Staff check-in conference calls will occur every two weeks during this period.

CONSULTANT will primarily use photos and existing available graphics to illustrate the standards for private development. As opposed to elaborate 3D illustration, simple new graphics and some revisions to existing graphics will be necessary. Likewise, for streetscape design concepts, work will include conceptual plan view and cross-section drawings of a prototypical “to scale” block. Photographs to illustrate special design concepts (crosswalk design, curb ramps, benches, etc.) rather than detailed hand drawn or computerized drawings will be provided as necessary.

Deliverable: Code concepts as noted above.

3. Community engagement.

3.1 Public Workshop

CONSULTANT and City staff will conduct a presentation/open house to present the draft code concepts to the community and obtain feedback.

3.2 Stakeholder Interviews and Planning Commission Review

City will assemble a mix of local stakeholders, interested community members, and public officials to interview early in the project to discuss issues, goals, and preliminary concepts. City will utilize the Planning Commission as a sounding board to review/discuss/refine the code concepts.

CONSULTANT will provide one site visit for the interviews and a second visit as needed to a strategic Planning Commission meeting to review preliminary code concepts. Staff will facilitate a series of other recurring meetings with the Planning Commission. CONSULTANT will coordinate with staff and provide meeting materials (agendas, review materials, questions) as necessary.

3.3 Topical Public Workshop

While Task 3.1 above will encompass all code elements, some of the code elements may warrant their own topic specific workshops – to obtain greater community input/feedback and allow the CONSULTANT to present a greater level of detail appropriate for the topic. CONSULTANT will support one such topical workshop – to be determined by the City. A sign standards focused workshop is a possible topic.

Deliverable: Workshop presentation materials, handouts, survey/comment results, committee meeting materials (presentations, agendas, handouts, and meeting minutes).

4. Prepare full first draft code.

CONSULTANT and City staff will use results from Task 3 to refine concept material into a full first draft of the zoning code – including the elements referenced above.

Staff check-in conference calls will occur every two weeks during this period.

Deliverable: Full first draft of the zoning code.

5. Refine & adopt code.

CONSULTANT will help staff present the draft zoning code at a joint City Council/Planning Commission workshop and assist staff during the remaining adoption process. In addition to the joint workshop, CONSULTANT will provide technical information on an as needed basis. Following adoption, CONSULTANT will make necessary updates to the document to prepare for publishing.

Staff check-in conference calls will occur on an as-needed basis.

In addition to the joint City Council/Planning Commission workshop, CONSULTANT will attend up to three additional on-site meetings as needed to present the draft code, answer technical questions related to the code, and discuss/suggest possible zoning code refinements. CONSULTANT will also coordinate with staff on as needed basis during this time.

Deliverable: Adopted zoning code plus presentation materials and requested technical information.



City Council Agenda Bill

Meeting Date: 10/17/2016 **Agenda Item:** 20161017Item5d

Subject: Contract Award to GeoEngineers – Critical Areas Regulations Update

Staff Contact: Libby Grage, Planning Manager

Approved for Submittal to Council by	
	Laurie Gere, Mayor
	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney

Action Type	
	Ordinance No.
	Code Revision?
X	Contract
	Public Hearing
	Staff Report

Summary Statement: The City seeks City Council consent to issue a contract to GeoEngineers, Inc. in the amount of \$41,355.00 to review portions of its Critical Areas Regulations.

Background: As part of the City's requirement to update/review ordinances as set forth by the State of Washington, City staff is seeking professional services from a geotechnical firm to apply best available science as part of the review/update process.

Budget Impact	
Amount Budgeted	\$41,355
Budget Account (BARS)	001.240.558.60.41
Proposed Expenditure	\$41,335
Budget Amendment Required?	No
Revenue Source	City funds

Proposed Contract	
Contractor	GeoEngineers
Amount	\$41,335
Start Date	Inception
End Date	June 30, 2017

Previous Council/Committee Action: During an October 10, 2016 meeting, City Council approved of the services proposed.

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council provide its consent to award a contract to GeoEngineers, Inc. in the amount of \$41,335.00 for the services described above.

Alternative Actions: N/A

Attachments: Contract



CONTRACT 16-082-IDS—001
Between
THE CITY OF ANACORTES
AND
GEOENGINEERS, INC.

CRITICAL AREAS REGULATIONS UPDATE

This Agreement, hereinafter referred to as "Agreement", made and entered into between the City of Anacortes, hereinafter referred to as the "City", and GeoEngineers, Inc., hereinafter referred to as the "Consultant";

WHEREAS, the City requires professional services of the Consultant;

NOW, THEREFORE, in consideration of mutual benefits accruing, it is agreed by and between the parties hereto as follows:

1. **Scope of Work.** Under this Agreement, the Consultant shall provide services as described in Exhibit A which is hereby incorporated by reference and made a part hereof. Work shall be performed under the direction of Libby Grage, Planning Manager, who may be reached at (360) 299-1986 libbyb@cityofanacortes.org.
2. **Price.** The services provided under this Agreement shall be reimbursed on a time-and-materials (T&M) basis not-to-exceed **Forty-One Thousand Three Hundred Fifty-Five Dollars (\$41,355.00)**. The total not-to-exceed price is based upon the following estimates per Task area:

Task	Task Budget
Task 100: Critical Aquifer Recharge Area	\$ 9,640
Task 200: Geologically Hazardous Area	\$ 14,202
Task 300: Frequently Flooded Area	\$ 10,500
Task 400: General Project Management, City Meetings	\$ 7,013
Total Price	\$ 41,355

The amounts shown by task in the above table are budgetary. Performance by the Consultant is limited only to the Total Price. The billable rates for services provided shall be in accordance with Article 4 Payment Terms.

3. **Period of Performance.** The period of performance under this Agreement is from inception through June 30, 2017. Inception is defined as the date the Agreement is fully-executed. The anticipated submittal date for a Draft version of each memorandum as discussed in Exhibit A is December 13, 2016. A Final Draft of each is anticipated one week following City review comments. Meetings will follow thereafter.

4. **Payment Terms.** Progress payments under this contract shall be based upon the Consultant's cataloged rates as listed within Schedule of Charges -2016 which is attached hereto and incorporated herein by reference.

5. **Subcontracts.** The Consultant shall give notice reasonably in advance of placing any subcontract; preferably the Consultant shall identify subcontracts before subcontracted work begins. "Subcontract" means any contract entered into by a Sub-consultant to furnish supplies or services for performance of the prime Consultant or a Sub-consultant. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

Coastal Geological Services (CGS) is hereby authorized to perform under Task 300, Frequently Flooded Areas. CGS area of specialty is providing cost effective coastal management and since most of the frequency flooded areas relate to marine nearshore environments, CGS is seen as a qualified sub-consultant. The sub-consultant's estimate for this work is \$10,000. CGS is located at:

Coastal Geological Services
1711 Ellis Street, Suite 103
Bellingham, WA 98225

The following information shall be included (i) a description of the supplies or services to be subcontracted, (ii) identification of the type of subcontract to be used (iii) identification of the proposed Sub-consultant, (iv) proposed subcontract price.

Unless consent or approval specifically provides otherwise, consent by the City shall not constitute a determination –

- (1) of the acceptability of any subcontract terms or conditions;
- (2) Of the allowability of any cost under this contract, or
- (3) To relieve the Consultant of any responsibility for performing this Contract.

The Consultant shall give immediate written notice per Clause 27 Notices, of any action or suit filed and prompt notice of any claim made against the Consultant by any Sub-consultant or vendor that, in the opinion of the Consultant, may result in litigation related in any way to this contract, with respect to which the Consultant may be entitled to reimbursement from the City.

6. **Invoicing.** Each invoice shall include:

All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Project Title, Agreement Number and Price, or Amended Price. Invoices shall include actual hours worked by Period, by Labor Category.

The City shall notify the Consultant within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Consultant shall then resubmit a new invoice less the disputed amount and payment shall be made within 30 calendar days. Any disputed amounts may be submitted under the Disputes clause contained herein.

7. **Ownership and Use of Documents.** All finished and unfinished documents and material prepared by the Consultant with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to plans, specifications, reports, electronic and non-electronic data, and other design documents prepared by the Consultant. Pursuant to RCW 42.56.70, all information and documents produced under this Agreement may be subject to public disclosure.

8. **Defense and Indemnity Agreement.** The Consultant shall defend, indemnify and hold the City, its appointed and elective officers, officials, employees and volunteers harmless from any and all claims, injuries including death at any time resulting there from, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this Clause shall survive the expiration or termination of this Agreement.

9. General and Professional Liability Insurance.

A. Insurance Term

The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation

Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

Consultant shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

E. Other Insurance Provision

The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

G. Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

H. Notice of Cancellation

The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

10. **Registered or Licensed Consultant.** The City is prohibited by RCW 39.06.010 from executing an Agreement with a Consultant who is not registered or licensed as required by the laws of the state. In addition, the City will require persons doing business with the City to possess a business license.

11. **Inspection.** The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute the Consultant may appeal to the City's Public Works Director, whose decision shall be final. The Consultant shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve the Consultant of his/her obligations or responsibilities under the Agreement. However, the Consultant shall be responsible for its own methods and conduct during the period of performance.

12. **Standard of Care.** The Consultant warrants that Professional Services provided under this Agreement will be performed in a workmanlike manner consistent with industry standards reasonably applicable to the performance of such services. The City's remedy shall be the re-

performance of the Service or an equitable adjustment in the monies paid for the Professional Services, at the City's discretion.

13. **Discrimination Prohibited.** Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin or physical handicap.

14. **Consultant is an Independent Consultant.** The parties intend that an independent Consultant relationship will be created by this Agreement. No agent, employee or representative of the Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and Sub-consultants during the performance of this Agreement.

15. **The City's Right to Terminate Agreement.**

A. Termination for Default

If the Consultant defaults by failing to perform any of the obligations of the Agreement or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Consultant in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere. If the Agreement is terminated for default, the Consultant shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Consultant. The Consultant shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default. If a notice of termination for default has been issued and it is later determined for any reason that the Consultant was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

B. Termination for Public Convenience

The City may terminate the Agreement in whole or in part whenever the City determines, in its sole discretion that such termination is in the best interests of the City. Whenever the Agreement is terminated in accordance with this paragraph, the Consultant shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work. An equitable adjustment in the Agreement price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the City at any time during the term, whether for default or convenience, shall not constitute a breach of Agreement by the City.

16. **Changes/Additional Work.** The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant will be entitled to additional compensation for authorized additional services or materials. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this Agreement. If conditions are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Consultant to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this Agreement is approved in writing by both parties.

17. **Non-waiver.** Waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provision.

18. **Non-assignable.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

19. **Covenant Against Contingent Fees.** The Consultant warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

20. **Disputes**

A. General

Differences between the Consultant and the City, arising under and by virtue of this Agreement shall be brought to the attention of the City at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The provisions of this Clause shall survive the expiration or termination of this Agreement.

B. Notice of Potential Claims

The Consultant shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the Contracting Agent or the City, or (2) the happening of any event or occurrence, unless the Consultant has given the City a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the City. The written Notice of Potential Claim shall set forth the reasons for which the Consultant believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Consultant shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

C. Detailed Claim

The Consultant shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the City, the Consultant has given the City a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

D. Dispute Resolution

In the event of a dispute between the City and the Consultant arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Consultant to have oversight over the administration of this Agreement. Said representatives shall meet within thirty (30) calendar days of receipt of detailed claim, and the parties shall make a good faith effort to achieve a resolution of the dispute.

In the event the parties are unable to resolve the dispute under the procedure set forth above, then the parties hereby agree that the matter shall be referred to mediation. The parties shall mutually agree upon a mediator to assist them in resolving their differences. Any expenses incidental to mediation shall be borne equally by the parties.

If either party is dissatisfied with the outcome of the mediation, that party may then pursue any available judicial remedies.

21. **Force Majeure.** Definition: Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement if and to the extent that such party's performance of this Agreement is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and could not have been avoided by exercising reasonable diligence. Force majeure shall include acts of God, war, riots, strikes, fire, floods, epidemics, or other similar occurrences. Notification: If either party is

delayed by force majeure, said party shall provide written notification within forty-eight (48) hours. The notification shall provide evidence of the force majeure to the satisfaction of the other party. Such delay shall cease as soon as practicable and written notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Consultant shall have no recourse against the City.

22. **Compliance with Laws.** The Consultant in the performance of this Agreement shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services.

The Consultant specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.

23. **Venue and Choice of Law.** In the event that any litigation should arise concerning the services under this Agreement, interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the Courts of the State of Washington in and for the County of Skagit. This Agreement shall be governed by the law of the State of Washington.

24. **Severability.** If any term or condition of this Agreement or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this Agreement are declared severable.

25. **Survival of Contract Termination.** The articles relating to Indemnification, Data Rights, Proprietary Information, Governing Law, and Venue and Choice of Law shall survive completion of the services, payment in full of the compensation and termination of this Agreement.

26. **Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Washington. Any action brought under the Agreement or relating to the Project shall be brought in the Superior Court of the State of Washington in Skagit County Washington.

27. **Notices.** Notices to the City of Anacortes shall be sent to the following address:

City of Anacortes
Attention: Denise Van Wyck
Contract/Grant Administrator
904 6th Street
PO BOX 547
Anacortes, WA 98221
denisev@cityofanacortes.org

Notices to the Consultant shall be sent to the following address:

GeoEngineers, Inc.
Robert Gordon, Principal
600 Dupont Street
Bellingham, WA 98225

Receipt of any notice shall be deemed effective three days after deposit of written notice in the U.S. mails, with proper postage and properly addressed.

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to be bound accordingly;

CITY OF ANACORTES

GEOENGINEERS, INC.

By _____
Laurie Gere, Mayor

By _____

Title _____

Date _____

Date _____

CONTRACT 16-082-IDS-001
EXHIBIT A
STATEMENT OF WORK

INTRODUCTION AND SCOPE

The City requires the Consultant to review portions of its Critical Areas Regulations and apply Best Available Science (BAS) as part of the City's requirement to update/review ordinances as required by the State of Washington. The City requires an evaluation of existing ordinance with respect to BAS in three categories: critical aquifer recharge areas (Task 100), geologically hazardous areas (Task 200), and frequently flooded areas (Task 300). Tasking under this Statement of Work (SOW) is as follows:

Task 100: Critical Aquifer Recharge Areas

1. Perform a review of the existing City policies and regulations related to critical aquifer recharge areas (CARAs):
 - a. Assemble relevant available critical areas data from existing sources. Map known CARAs using geographic information system (GIS) technology compatible with the City's system.
 - b. Review other readily available Puget Sound codes that have completed recent updates.
 - c. Discuss submittals since the last revision with City staff regarding any related issues.
 - d. Identify protection standards that require BAS analysis.
2. Review BAS for CARAs based upon the WAC definition and recommended sources of BAS identified by the State Office of Community Development.
 - a. Define and review other literature sources, review inventory and known conditions of local CARAs, identify any data gaps.
 - b. Review available science related to the CARAs as appropriate for City, consider applicability of functions of CARAs within the City, and range of protection options for identified CARAs.
 - c. Note any discrepancies in the ordinance (if any) with respect to the BAS and provide scientifically supported recommendations to the City.
3. Consultant shall provide a memorandum summarizing its review of the existing codes, including conclusions and recommendations with regard to updates with respect to BAS, a discussion of scientific processes, and a bibliography of appropriate references.
4. Consult the City and other regulatory agencies that may be appropriate during the review and memorandum preparation process.
5. Attend internal meetings related to the review and preparation of the memorandum.

Task 200: Geologically Hazardous Areas

1. Perform a review of the existing City policies and regulations related to geologically hazardous areas:
 - a. Assemble relevant available critical areas data from existing sources. Map known geologically hazardous areas using GIS technology compatible with the City's system.

- b. Review other readily available Puget Sound codes that have completed recent updates.
 - c. Discuss submittals since the last revision with City staff regarding any related issues.
- 2. Review BAS for Geologically Hazardous Areas based upon the WAC definition, recommended sources of BAS identified by the State Office of Community Development.
 - a. Define and review other literature sources, review applicability with regard to geologic conditions in Anacortes, identify any data gaps.
 - b. Review available geologic data with respect to recent major landslides that have occurred in the City and Puget Sound (notably Whidbey Island and Oso landslides) and use this review as a basis for assessing potential presence of similar geologic settings within the City, and modes of impact (e.g., runout).
 - c. Note any discrepancies in the ordinance (if any) with respect to the BAS and provide scientifically supported recommendations to the City for hazard area delineations, buffer/setback standards, mitigation requirements, etc.
- 3. Consultant shall provide a memorandum summarizing its review of the existing codes, conclusions and recommendations with regard to updates with respect to BAS, a discussion of scientific processes, and a bibliography of appropriate references.
- 4. Consult with the City and other regulatory agencies that may be appropriate during the review and memorandum preparation process.
- 5. Attend meetings related to the review and preparation of the memorandum:
 - a. Includes one internal team meeting on all three topics.
 - b. Includes two meetings at the City (2 hours on-site).

Task 300: Frequently Flooded Areas

- 1. Perform a review of the existing City policies and regulations related to frequently flooded areas:
 - a. Assemble relevant available critical areas data from existing sources. Map known frequently flooded areas using GIS technology compatible with the City's system.
 - b. Discuss applicability to small streams, marine shores and low lying areas near marine shores in the City.
 - c. Review other readily available Puget Sound codes that have completed recent updates that are mostly related to the marine environment.
 - d. Discuss submittals since the last revision with City staff regarding any related issues.
 - e. Identify protection standards that require BAS analysis.
- 2. Review BAS for frequently flooded areas based upon the WAC definition, recommended sources of BAS identified by the State Office of Community Development.
 - a. Define and review other literature sources, review inventory and known conditions of local frequently flooded areas, identify any data gaps.
 - b. Review available science related to the frequently flooded areas as appropriate for The City, consider applicability of functions of frequently flooded areas within the City.

- c. Consider sea level rise and flood resiliency as it applies the City.
 - d. Note any discrepancies in the ordinance (if any) with respect to the BAS and provide scientifically supported recommendations to the City.
- 3. Consultant shall provide a memorandum summarizing its review of the existing codes, conclusions and recommendations with regard to updates with respect to BAS, a discussion of scientific processes, and a bibliography of appropriate references.
- 4. Consult with the City and other regulatory agencies that may be appropriate during the review and memorandum preparation process.
- 5. Attend meetings related to the review and preparation of the memorandum:
 - a. Includes one internal team meeting on all three topics.
 - b. Includes two meetings at the City (2 hours on-site).

Task 400: Overall Project Management and City Meetings

- General project management, communication, City liaison activities.
- Invoice preparation, progress reports.
- Attend two additional City meetings, expected to be with Planning Commission and City Council (3 hours on-site). Presentation materials will be limited to brief handouts or a few boards with major topics.

Deliverables:

- Intermittent correspondence, invoices and budget updates, progress reports if requested
- Document the assessment of policies and regulations, research existing code and critical areas, include comments regarding the consistency and any issues noted by staff regarding the existing code.
- Prepare a BAS memorandum or brief report with conclusions and recommendations, bibliography for each critical area:
 - Draft report for staff review, City Department and public review
 - Final report after receiving City and public comments
- GIS folio of critical areas desired if feasible within available budget
 - Preliminary draft
 - Final draft
- Develop presentation materials for meetings

City-Provided Data:

- City will gather existing information from existing codes and policies, any relevant projects, for review related to each critical area.
- City will provide any existing map/folio information using City's GIS database.

- City will develop language for the CAO update.
- Consultant's Principal and Sub-Consultant shall attend one kickoff meeting, and one meeting close to the draft preparation of the BAS memorandum with City Staff (each 1 to 2 hours on-site).
- Consultant's Principal will attend two other meetings with the City, anticipated to be with Planning Commission and City Council (each 3 hours on-site).
- City will coordinate and support reviews with state agencies.

Local Agency Schedule of Charges – 2016

COMPENSATION

Our compensation will be determined on the basis of time and expenses in accordance with the following schedule unless a lump sum amount is so indicated in the proposal or services agreement. Current rates are:

Professional Staff

Staff 1 Scientist/Analyst	\$ 93/hour
Staff 1 Engineer	\$ 99/hour
Staff 2 Scientist/Analyst	\$ 105/hour
Staff 2 Engineer	\$ 110/hour
Staff 3 Scientist/Analyst	\$ 121/hour
Staff 3 Engineer	\$ 127/hour
Engineer/Scientist/Analyst 1	\$ 143/hour
Engineer/Scientist/Analyst 2	\$ 148/hour
Senior Engineer/Scientist/Analyst 1	\$ 153/hour
Senior Engineer/Scientist/Analyst 2	\$ 168/hour
Associate	\$ 186/hour
Principal	\$ 203/hour

Technical Support Staff

Administrator 1	\$ 64/hour
Administrator 2	\$ 75/hour
CAD Technician	\$ 74/hour
CAD Designer	\$ 85/hour
Technician	\$ 68/hour
Senior Technician	\$ 78/hour

Contracted professional and technical services will be charged at the applicable hourly rates listed above. Staff time spent in depositions, trial preparation and court or hearing testimony will be billed at one and one-half times the above rates. Time spent in either local or inter-city travel, when travel is in the interest of this contract, will be charged in accordance with the foregoing schedule. Rates for data storage and web-based access will be provided on a project-specific basis.

Equipment

Air Quality Equipment, per day	\$	158.00
Air Sparging Field Test, per day	\$	525.00
Construction Monitoring Equipment	\$	26.00
Continuous Recording Data Logger, per day	\$	315.00
Environmental Exploration Equipment, per day	\$	158.00
Field Data Acquisition Equipment, per day	\$	50.00
Field water quality testing equipment, per day (1 day min.)	\$	84.00
Gas Detection and Oxygen Meters, per day (1 day min.)	\$	105.00
Generator, per day (1 day min.)	\$	105.00
Geotechnical Exploration Equipment, per day	\$	131.00
Groundwater Development and Sampling Pumps, per day (1 day min.)	\$	105.00
Groundwater Monitoring Equipment, per day	\$	231.00
Nuclear Density Gauge, per hour (4 hour daily min.)	\$	11.00
pH Meter, per day	\$	16.00
Single Channel Data Logger, per logger, per day (1 day min.)	\$	105.00
Slope Indicator, per day (1 day min.)	\$	210.00
Survey equipment, Porter sampling gear and Dynamic cone sounding equipment, per day	\$	37.00
Vapor Extraction Field Test, per day	\$	525.00
Vehicle usage, per mile (current IRS rate), or \$50/day, whichever is greater	\$	.54
Vehicle - 4-wheel drive truck, per day (1 day min.)	\$	84.00
Water Disposal Equipment, per use, per day	\$	53.00
Water Quality Equipment, per day	\$	131.00

Specialized and miscellaneous field equipment, at current rates, list available upon request.

OTHER SERVICES, SUPPLIES AND SPECIAL TAXES

Charges for services, equipment, supplies and facilities not furnished in accordance with the above schedule, and any unusual items of expense not customarily incurred in our normal operations, are charged at cost plus 4 percent. This includes shipping charges, subsistence, transportation, printing and reproduction, miscellaneous supplies and rentals, surveying services, drilling equipment, construction equipment, watercraft, aircraft, and special insurance which may be required. Taxes required by local jurisdictions for projects in specific geographic areas will be charged to projects at direct cost.

Routinely used field supplies stocked in-house by GeoEngineers, at current rates, list available upon request.

In-house testing for geotechnical soil characteristics at current rates, list available upon request.

All rates are subject to change upon notification.

SR 20 Sharpes Corner Vicinity – Improvements

Roger Millar
Secretary of
Transportation

Lorena Eng
NW Region Regional
Administrator

Jay Drye
NW Region Assistant
Regional Administrator

Todd Carlson
NW Region – Mt Baker Area
Planning Manager

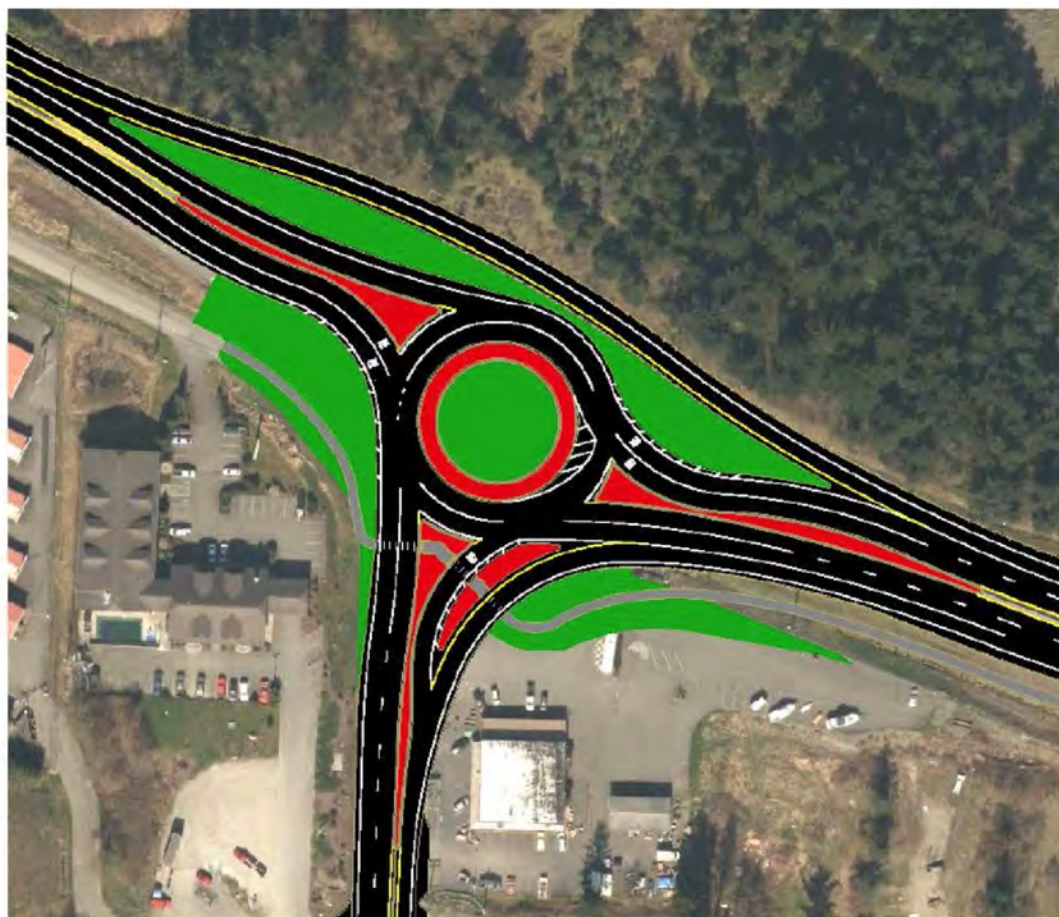


City of Anacortes - Council Meeting
Anacortes City Hall
October 17, 2016

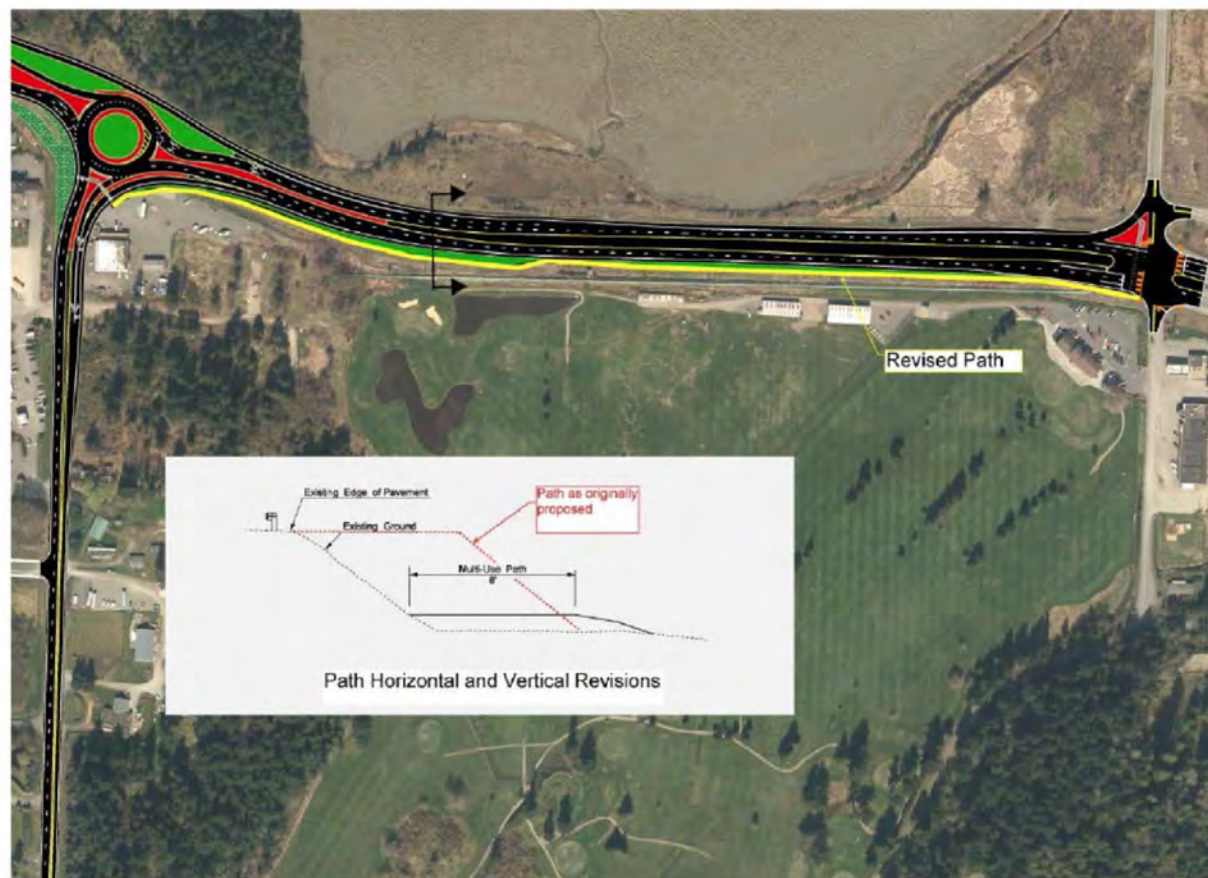
Project Information

- High traffic volumes, high speed and closely spaced intersections
- Heavy congestion and accident conditions
- Westbound turning movement result in long queues beyond storage lane
- Non-motorized
- Improve Level of Service (LOS)
- Hosted 4 Open Houses
- \$13.4 million project allocation from Connecting Washington funds

Channelization Plan



Non-motorized use



Sharpes Corner



Existing
(2015)



No Build
(2040)



Roundabout
(2040)

Level of Service:
delay (seconds)

A: ≤10s

B: 10–20s

C: 20–35s

D: 35–55s

E: 55–80s

F: >80s

Timeline

- Property Acquisition: Fall 2016
- Advertisement for Bids: October 2017
- Construction: 2018

SR 20 Spur / Sharpes Corner to Anacortes Ferry Terminal *

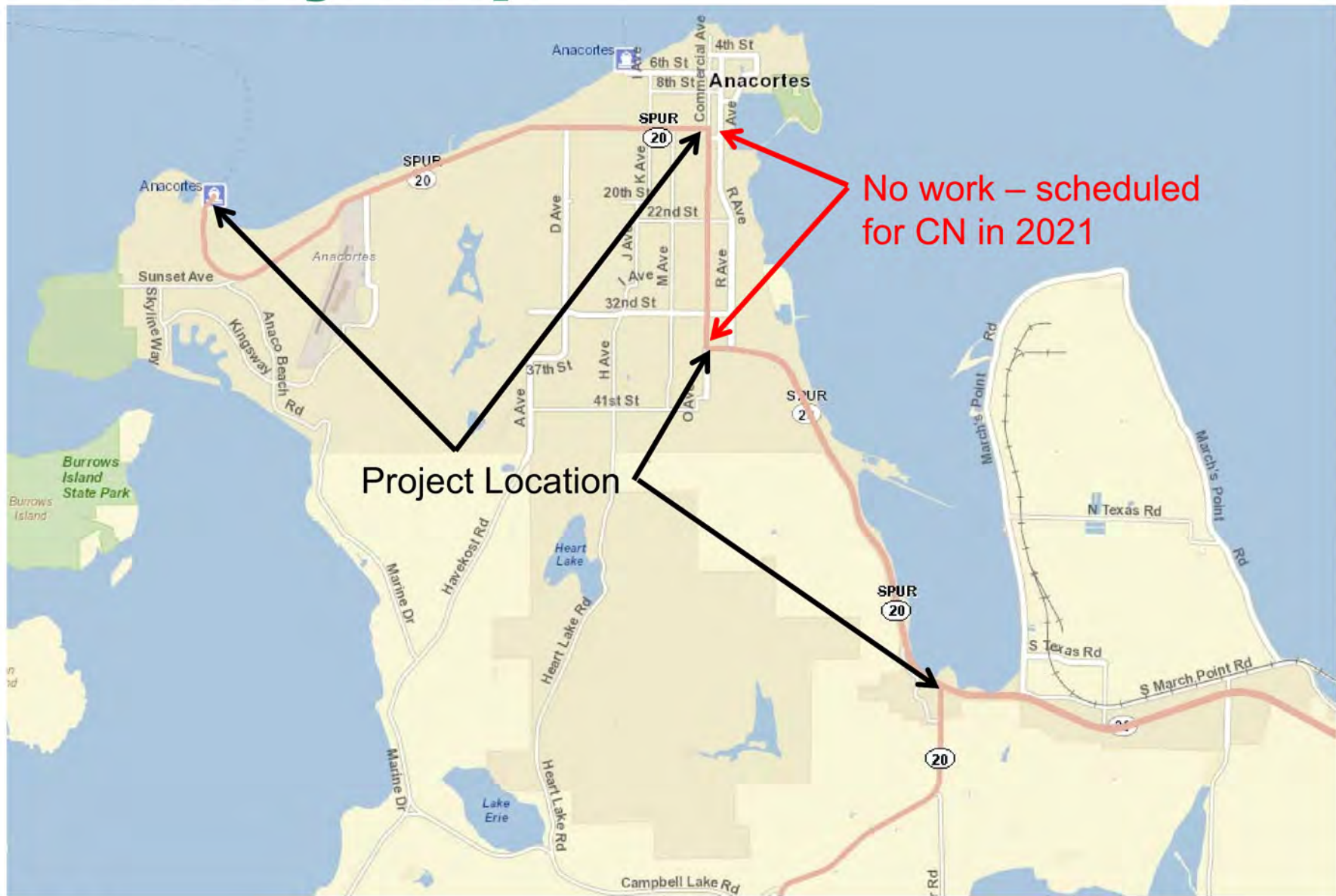
Paving & ADA

***Note: Project does not include Commerical Avenue**

Shane Spahr, Project Engineer

October 17, 2016

Vicinity Map



Sharpes to Commercial Ave

- Remove asphalt in driving lanes and 1-foot into each shoulder to a depth of a little under 2-inches
- Seal any cracks visible after grinding
- Replace pavement where roadway has settled by preleveling
- Replace with Hot Mix Asphalt (HMA)
- Minor rechannelization at R Avenue

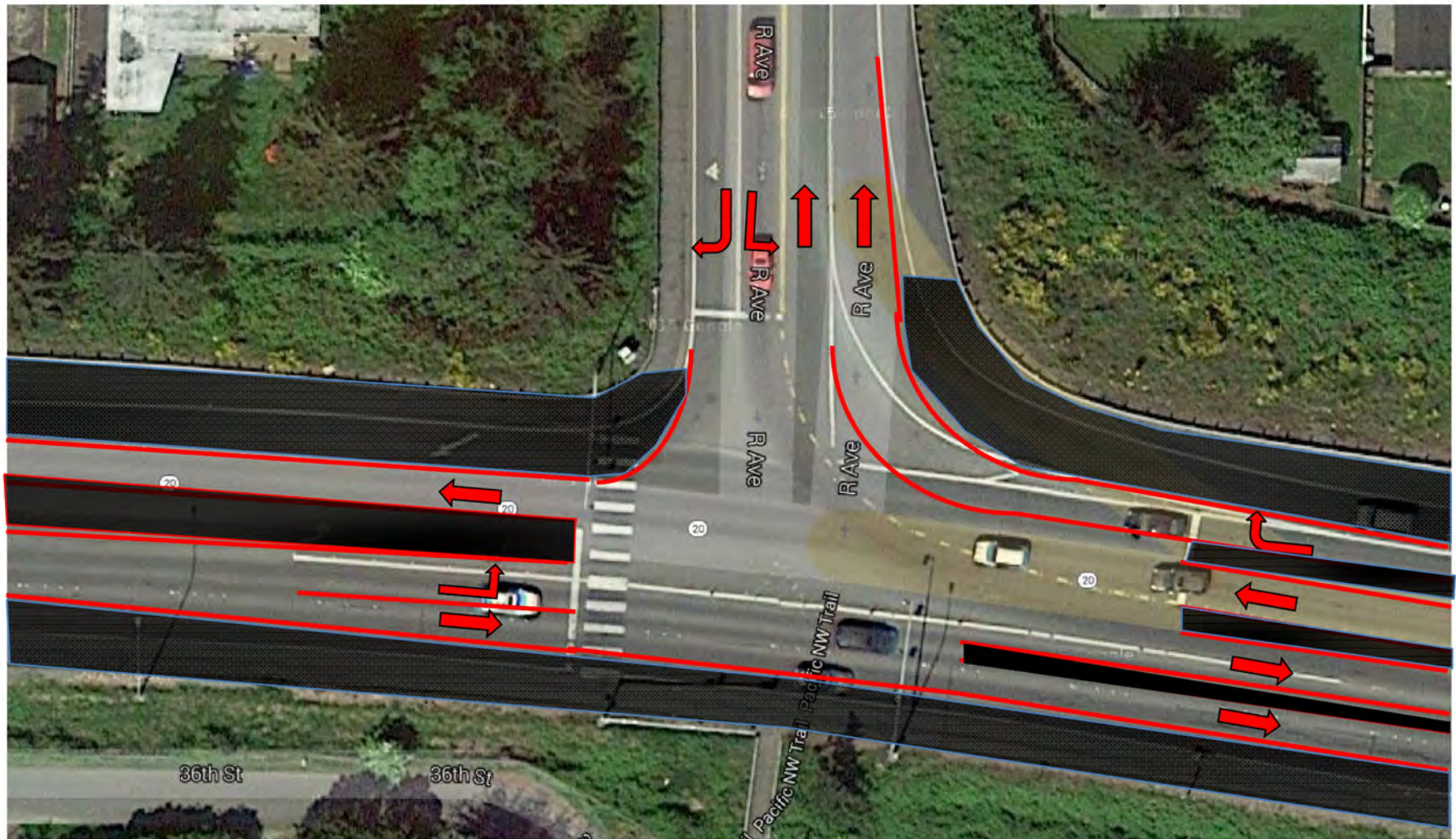


Rechannelize R Ave



Existing

Rechannelize R Ave



Proposed

Commercial Ave to Ferry



- Remove asphalt in driving lanes and 1/2-foot into each shoulder to a depth of a little under 2-inches
- Seal any cracks visible after grinding
- Replace with Hot Mix Asphalt (HMA)



Upgrade ADA curb ramps

- WSDOT will be upgrading non-conforming ADA curb ramps to meet current ADA standards.



Approach and Schedule

- Work will mainly be performed at night to minimize traffic impacts.
- Contract will have requirements that the contractor not leave ground pavement for long periods of time.
- Contract will have requirements that ADA curb ramps will be replaced in a way that minimizes pedestrian detours.

Key Dates

Advertise for Bids

Begin Construction

Complete Construction

Scheduled

February 2017

Spring 2017

Fall 2017



City of Anacortes, Washington
Proposed 2017/2018 Biennial Budget

Presented by Mayor Laurie Gere
to Anacortes City Council

October 10, 2016

MAYOR'S BUDGET MESSAGE

October 10, 2016

Honorable City Council and Members of our Community:

I am pleased to present to you the City's 2017/2018 Proposed Biennial Budget, a financial roadmap for the City of Anacortes that totals \$60,914,337 in 2017 and \$60,609,507 in 2018. It is a balanced budget that reflects our commitment to maintain our infrastructure and our intent to provide quality services and amenities to our residents while being conscientious of our financial position and in compliance with RCW 35A.34.

This budget focuses on implementing City Council's goals to include public safety, economic development, and increased infrastructure investments. The budget becomes the mean for how we allocate our resources of the city to a variety of programs necessary to move our community toward its achievement of goals within the constraints of available resources.

Once adopted by the City Council, the budget establishes the direction for all City government programs and services for the coming biennium.

As a fiscally responsible leader, I continuously evaluate city revenue and expenditures with a view of maintaining a strong fiscal position while providing quality municipal services. In line with the 2016 Comprehensive Plan, the city seeks to support a dynamic and robust local economy with balanced and sustainable growth that will create jobs and improve the tax basis within the community. The city supports our public safety departments and provides staff with the tools and resources needed. We seek to continuously maintain and improve our public infrastructure and facilities. The budget includes several internal infrastructure improvements including an electronic content management system and a new City website deployment. We are committed to developing and maintaining a professional, highly qualified, highly trained and service oriented workforce. We employ sound business practices that are efficient, effective, and responsive to the delivery of city services.

The proposed budget works within our means so that we can invest in much needed infrastructure improvements and economic growth. It is important to understand that accounts are organized by fund; each fund has its own assets, liabilities, revenues, and expenditures.

The proposed 2017 budget increases our level of service and requires an increase of \$5.1 million from the current adjusted 2016 budget of \$55,839,256 representing a 9% increase. The cost of health insurance benefits continues to outpace CPI in spite of plan design changes the City has implemented to lower the cost of health insurance. The proposed 2017/2018 budget contains an additional 1 FTE in the Information Systems budget for support of the increased demand on the department, a .5 FTE in the Legal department for implementation of the electronic content management system, a .5 FTE

in the Library for customer service, and 1 FTE in the parks and recreation department for a parks maintenance employee. These additional positions will allow those departments to achieve the strategic goals of the Mayor and Council.

My proposed budget contains fully funded Equipment Rental and Replacement (ER&R) charges for operations and provides for fully funded replacement charges. This will be accomplished with City Council consent for a one time transfer of \$2.2 million from general fund reserves later this year and prior to adoption of the 2017/2018 biennium budget. This transfer from reserves will replenish the ER&R account without impacting our level of service. This will provide adequate funding for replacement of vehicles and provide consistency and predictability in budgeting. During tougher economic times it was common for municipalities to underfund ER&R accounts to reduce expenditure requirements; however, this approach creates a funding shortage in future years.

The 2018 budget includes one-time purchases for vehicle extrication equipment for the Fire/EMS department and an electronic content management system. These items are included in 2018 because it is my expectation that the City not rely on reserves for ongoing operational expenses.

The governmental operating fund budget totals \$26,533,425 and receives 64% of its funding from taxes that can only grow in a strong economy. General taxes fund the operation of police, fire, ambulance service, administrative services, municipal court, legal, planning, community and economic development, parks and recreation, library, museum and street maintenance.

This year to date the majority of our revenue streams are outpacing prior year revenues for the same period. Building activity continues to be busy, with year to date revenue increases up 21.5%. Sales tax and utility tax have both seen increases over the prior year, of 5.7% and 5.4% respectively. This is the City's fourth consecutive year of sales tax growth. The increases are being driven primarily from residential construction, hospitality businesses, vehicle sales and marine trades. Midyear 2016, the School District's building projects are beginning to infuse sales tax as part of the multiyear renovation program. The City's revenue projections are conservative. Fortunately, our revenue has exceeded our expenditures allowing us to grow our reserves each year since 2009.

Property taxes are the City's single largest governmental revenue stream. I have worked closely with staff to develop a budget with a high level of service to the community that operates within the parameters of Initiative 747, which limits annual property tax increases to 1%, or the Implicit Price Deflator (IPD), whichever is less. The proposed budget utilizes a 1% property tax increase in revenue projections, however, the IPD published on September 30, 2016, was less than 1%. I will be bringing forward a resolution illustrating substantial need to be adopted by City Council to allow us to increase property taxes by the full 1%. Anacortes remains one of the lowest taxing cities in Skagit County with a 2016 general millage of \$1.70 per \$1000 of assessed value, generating a 2016 property tax levy of \$4,777,878.

The proposed budget retains cash reserves of \$6 million in the General Fund. This is in addition to the proposed \$2.2 million transfer into the ER&R fund. We have added to our reserves every year since 2009. The total of General Fund Reserves are projected to be \$8.2 million at year-end if the ER&R transfer is not adopted.

EXECUTIVE/LEGISLATIVE

This budget supports the resources to provide City Council and myself the ability to continue to work collaboratively with staff and the community to fully implement the 2016 Comprehensive Plan, to formalize development and design standards, to update the inconsistent municipal and building codes, and to have open transparent communication and training opportunities.

FINANCE

In 2016, the finance department implemented the Tyler Output Processor (TOP) into the accounting system which allows electronic processing of finance functions, such as payroll, accounts payable, and accounts receivable. We also outsourced utility bill and mailing to a third party vendor, which was a cost neutral shift, but freed up several hours a month of staff time. The upcoming biennium is expected to be a status quo budget period where the recent changes continue to become the norm, and other efficiencies will continue to be reviewed.

Information Technology:

The information technology (IT) department supports the City's computing requirements. We have budgeted for an additional information systems technician to assist with the compounding workload of computers, phones, websites, and security systems.

PUBLIC SAFETY

Police:

The police department budget proposal is a reflection of the department's mission as well as the City Council's goals of:

- Preventing and responding to crime
- Increasing community readiness and resilience
- Maintaining and enhancing publicly-owned assets
- Preventing and responding to emergencies

The police department applied for and received a grant from FEMA for improved radio infrastructure in 2016. The installation of this equipment will be complete in early 2017. The department is entering 2017 fully staffed with 26 commissioned police officers including a school resource officer and a narcotics K9 handler. In 2017, four officers will be assigned to work investigations, three administrative staff, and 17 patrol staff. Five non-commissioned staff are assigned to records management, one to crime prevention, and one to animal control/code enforcement.

The 2017-2018 budget include the 3/10^{ths} of 1% sales tax pass through to Skagit County for the jail and a significant increase in our Skagit 911 fees. The police department reduced costs from previous years by leasing rather than owning copier machines. The new VoIP phone system is expected to decrease telephone costs and improve service.

The school resource officer (SRO) continues to add a level of safety and provide a resource for students, teachers, and administrators at Anacortes Middle and High Schools. This summer the SRO officer patrolled the City Parks and Forestlands enhancing community safety. The Narcotics Detection K9 team has been very successful in removing controlled substances like heroin, cocaine, oxycodone and other drugs from the community.

Fire/Medic:

The fire/medic budget maintains the current level of service with two fire stations staffed 24 hours per day and one fire station staffed 12 hours per day. Each fire station operates with two firefighters. The 2018 budget includes funds to purchase two sets of extrication cutters and spreaders to replace cutters that are over 15 years old. This purchase will enable firefighters to more effectively remove victims from significantly damaged motor vehicles with extrication equipment constructed of high tensile steel.

Last year the City Council approved Resolution 1946 that provides a plan for increasing the department's level of service over several years. The resolution outlines a six-year plan addressing fire protection, hazardous materials, confined space, rescue, emergency advanced life support ambulance service, and public education/enforcement for the community. Progress in being made based on this road map with the infusion of the ER&R account, the purchase of the extrication equipment, and the funding of the volunteer coordinator.

ADMINISTRATIVE SERVICES

Administrative services consolidates human resources, risk management, public defender's office, municipal court, and potentially senior services.

Human Resources:

The human resources department focuses on prevention and training as a risk management strategy and a way to reduce liability. Anacortes is recognized as a Well City by the Association of Washington Cities. This designation provides a 2% discount on medical premiums, which results in significant savings. The City is implementing the Affordable Care Act and continues to communicate change in health care offerings. We are committed to providing a safe work environment. The safety committee is actively engaged in reducing workplace injuries. Our projected 2017 L&I experience factor is .6985 which is 30% lower than Labor and Industries expects of similarly sized cities. The City's focus on safety and prevention provides cost savings to the City and employees in premiums, and more importantly, helps reduce injuries.

Contract negotiations are underway for a successor Teamster Local 231 bargaining

agreement. The current Teamster contract expires on December 31, 2016. In 2017 we will be entering the 3rd year of a three-year contract with IAFF 1531 and the Fraternal Order of Police (commissioned and noncommissioned) and will begin negotiations with those bargaining units.

In 2017, the Administrative Services Director and IT Director will work together to transition the City's website to a new provider. A contract with CivicPlus has been negotiated and paid for with work beginning in January.

Public Defense:

The City employs a full-time public defender and legal assistant to meet the state-mandated standards for delivery of public defense services. Our public defender attends daily in-custody hearings ensuring prompt public defense for indigent clients. Funding continues to be allocated to determine client's eligibility for public defense.

Municipal Court:

The City contracts with Skagit County District Court for judicial services. In 2016, courtroom improvements and recording system projects will be complete which will improve the sound system and functionality of the courtroom bench with the addition of a witness stand and jury box. Court improvements will continue into 2017 with additional funding to install new closed circuit cameras in the facility. Probation service usage continues to increase as a result a District Court policy that alcohol related offenses are referred to probation for pretrial monitoring and post sentence compliance with treatment requirements. The City recently entered into a 3-year interlocal agreement with Skagit County for provision of these services.

Senior Center:

Negotiations are underway with Skagit County to potentially transition Senior Center services to the City. This would include the transition of the Senior Center Administrator and Nutrition Specialist. The City and County have a long-standing agreement for the payment and administration of services and building use that will need to be accounted for. Staff is hopeful that this transition will be cost neutral for the City and a meeting to explore options is scheduled for the near future.

LEGAL

The city attorney's office provides in-house counsel to City leaders and staff to support the good work they do and ensure the City meets the highest legal standards. The legal budget currently funds a full-time city attorney, a contract city prosecutor, and a legal assistant who supports both and oversees public records and claims.

In addition to continuing to provide quality legal support to all city departments, the legal department has two main goals for the next biennium. The first of these is to accomplish significant updates to the Anacortes Municipal Code. In 2016, the city attorney, along with planning and public works, began work on a large scale project to reconstitute the City's land use code into a unified development code. This effort will continue into the next biennium. The legal department's budget proposal reflects the

funds necessary to codify all ordinance updates and support other departments in transitioning to new code.

The city attorney's office also plans to improve the City's records software over the next biennium to protect the City from the ever-growing liability of public records requests. In 2018, the legal department proposes the implementation of an enterprise content management (ECM) system to efficiently capture, manage, store, preserve, and deliver documents and content. ECM software will help the City respond to public records requests, organize records, archive older documents, and automate key City processes. To optimize ECM implementation and to bring the City's records up to current standards, the 2018 budget includes hiring a .5 FTE legal assistant.

PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT & BUILDING

The planning, community, & economic development department has several projects continuing in 2017 and 2018. Monies were allocated in the 2016 budget for professional services to assist in the preparation of the state-mandated Critical areas update to include Best Available Science. In 2017, staff intends to update the zoning and subdivision code to correspond with the recently adopted 2016 Comprehensive Plan. The building department's budget is relatively unchanged from the last several years; however, permit activity has increased. As of late September 2016, 81 single-family residence permits have been issued, compared to 70 in 2015. Overall permits totaled 473 for 2016 compared to 422 for 2015. The department now scans all files internally rather than outsourcing this service for a savings of approximately \$3,500 per year. In house scanning streamlines the process and provides for better public access to the files.

Single-family alteration, repair, and remodel permits continue strong with 105 in 2016 compared to 115 in 2015. We continue to research various permitting software that would allow for better interaction with the public and includes the ability to track permit progress from your home computer.

Economic Development is core to the city success. It is a daily priority, with partnerships and open dialog in our community. These conversations are creative and utilize new ideas by thinking outside the box. During the biennium we will continue to work on Commercial Avenue enhancements with streetscape improvements, planter boxes, and art murals.

A strategic plan for economic development is being prepared. We will work with partners including businesses, landowners, the Chamber of Commerce, the Port, and EDASC to create the plan. The economic development strategic plan will be completed later this year and we look forward to implementation in the 2017/2018 biennium.

PARKS AND RECREATION

Parks and Recreation staff provides over 70 recreational programs and events for community members of all ages throughout the year. Staff maintains 19 parks, including Washington Park, Grand View Cemetery and over 2800 acres of the

Anacortes Community Forest Lands. It manages the Depot Arts and Community Center & Plaza, the Anacortes Senior Center and Heart of Anacortes.

The 2017 budget includes funding for several projects that have community support including continued planning for improvements to the day use area at Washington Park, work at Volunteer Park, ongoing improvements to the Depot and planning for improvements at Grand View Cemetery.

The 2017 budget continues support for contracted landscape maintenance at city facilities including the police station, library, museum, fire stations, and other city facilities. In 2018, an additional parks maintenance position is included in the budget to assist with the beautification of City facilities.

LIBRARY

In 2017, the library will focus on more effective outreach, communication, and clearly identifying and promoting its resources. A one-time expense will be incurred to support library rebranding in an effort to provide consistent and concise marketing materials, signage, and an easily identifiable library logo.

Storytime attendance at our library doubled this past year, showing a rising need for early learning community resources. Our library is the first Family Place Library in the State of Washington. The Noon Kiwanis supported the program with a \$12,000 grant to pay for one-time training, consulting, and set-up costs. The 2017 budget includes hiring a .5 FTE Library Assistant I to allow the Youth Services Librarian to focus on the implementation of the First Place Library program.

The library seeks to meet the growing community desire for electronic resources and the budget reflects the increased cost of supporting these resources. The proposed budget includes training funds to ensure our staff have the skills to assist with new service needs. The Anacortes Public Library remains the only library in Skagit County open seven days a week. The community uses the library as a space for people to meet, collaborate, study, and gain access to information.

The library's passport service transitioned to by appointment only in 2016 due to the program's popularity and our staffing requirements. The library passport agents have processed an average of 64 applications per month; a 30% increase from last year. Passport fees are projected to increase in 2017 and this will have a positive effect on passport revenue.

In 2017, we hope to gain input from the community about how to thoughtfully utilize the balance of the library construction fund to modernize the hugely popular library meeting room, and to find ways to re-vision library space in response to the priorities of citizen interests.

MUSEUM

The Anacortes Museum serves many constituents including visitors, citizens, schools, the Anacortes Historic Preservation Board, council members, city departments, news media, prospective business owners, educators, researchers, State agencies, tribes, the Port of Anacortes, and other museums. It is also caretaker of three major city properties: the 1910 Carnegie Library Building, the W.T. Preston stern-wheel steamboat (both of which are on National Historic Registers) and the Anacortes Maritime Heritage Center.

In May 2017, the museum will open a new exhibit, produced with the Anacortes Historic Preservation Board, on the captivating history of the community's residential architecture.

Waterfront history exhibits continue to be added at the Maritime Heritage Center, and ticket revenues are up at the W.T. Preston. Exhibit panels installed on the exterior of the Heritage Center allows after-hours and off-season visitors to learn about the W.T. Preston.

Online museum resources are extremely popular with researchers, and we continue to add more photos, videos and other resources to our online database and website so that patrons can do much of their research from home. In addition, we plan to continue co-hosting community events such as the annual Plaza Dance.

PUBLIC WORKS

The public works department is responsible for managing construction of streets and sidewalks, water lines, sewer lines and storm sewer lines and the production and distribution of water to the region; maintenance of our streets, sidewalks, street signs, and maintenance of our storm water and sewer system. Purchasing and maintaining the city's vehicle and equipment fleet; maintenance, repair, and construction of city-owned buildings; resource conservation; and managing all activities within the public right-of-way ranging from street vacations to parades.

The proposed 2017/2018 budget includes several capital improvement projects that will improve our aging infrastructure.

Engineering: Work will continue in 2017 and 2018 on the construction of a fiber optic network that will connect all our city buildings and our water and sewer facilities. This network will initially be used as a telemetry system with the ability to use it as a fiber based municipal broadband network in the future. The asset management software purchased in 2016 has allowed our engineering division to better coordinate our capital improvement projects.

Streets: Next year we will be overlaying Commercial Avenue in the downtown area as well as continuing slurry seal road preservation projects. The budget includes funding for sidewalk repair.

Water Treatment, Transmission, and Distribution: The rehabilitation of the 3-million-gallon tank located on Whistle Lake Road will begin construction in 2017 with an estimated construction cost of \$5 million.

Wastewater Treatment, Collection, and Conveyance: Recent changes instituted by the Environmental Protection Agency require that we upgrade the exhaust scrubber system on the incinerator at the wastewater plant in 2017 at the estimated cost for the upgrade is \$1 million.

Storm Drainage: The latest phase of our Department of Ecology National Pollution Discharge Permit is the implementation of Low Impact Development amendments to our storm water codes. Due to an increase in operating costs and requirements of our NPDES permit, staff will recommend an increase in the storm water rates in 2017.

Equipment Rental & Replacement (ER&R): The ER&R fund maintains the City's fleet and equipment requirements. To fund the ER&R department each department is charged for receiving services. These charges are calculated based on the service order costs and the anticipated cost to replace the equipment in the future.

Resource Conservation: The resource conservation manager focuses on overall citywide energy reduction and encouraging downtown commercial customers to recycle. The resource conservation manager is leading our efforts in the Georgetown University Energy Prize. Anacortes is in the top 20 of the remaining 50 cities nationwide selected to participate for a possible \$5 million dollar award. Funding for water conservation measures with a water efficient appliance rebate program is included in the budget proposal.

Facilities: As part of my commitment to maintaining our infrastructure there are multiple projects proposed to enhance our facilities, many which are funded by Real Estate Excise Taxes (REET).

- \$100,000 City Hall seismic improvement study
- \$100,000 ADA Transition improvements including automatic door openers
- \$50,000 City Hall carpet replacement
- \$100,000 City Hall windows
- \$50,000 City Hall elevator upgrade
- \$135,000 Senior Center roof and floor replacement and painting project
- \$100,000 Library carpet replacement
- \$40,000 Public Safety and Court security camera upgrade
- \$65,000 flooring (public safety & fire)
- \$105,000 city facility painting projects (public safety & fire)
- \$25,000 operations garage door
- \$35,000 operations restroom

Conclusion:

Balancing the city's first 2017/2018 biennial budget is a simple equation of our operating expenditures not exceeding our operating revenues. I am committed to living within our means. As presented, my budget continues our commitment to balance fiscal responsibility while meeting City Council and community priorities. It reflects my expectation to maintain and improve our infrastructure. The proposed budget is a financial roadmap for our city and represents our continued commitment to prudent fiscal management, effective service delivery, and quality of life for our residents.

I look forward to your input.

Respectfully,
Laurie Gere
Mayor

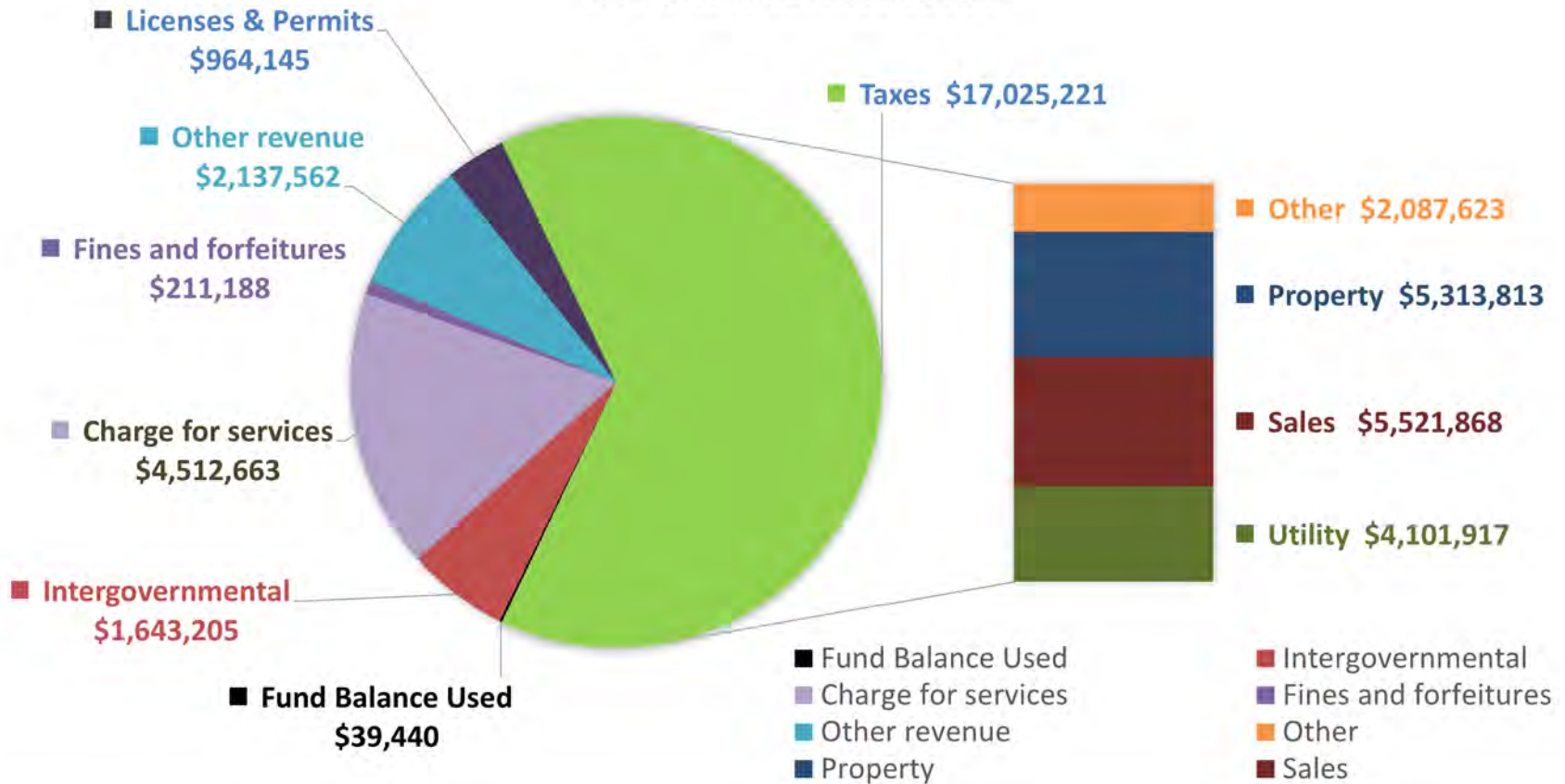
CITY OF ANACORTES
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ending December 31, 2017

	General Fund 001	Park 101	Cemetery 102	Library 103	Street 104	Arterial Street 105	Anacortes TBD#1 106	Wash Park 107	Park Capital 108	Ambulance Service Fund 110	Dev Impact Fees 112	ACFL Mgmt 113	Tourism 135	2000 GO 200	2009 Refunded 209	Growth Mgmt 335	Total Governmental Funds
REVENUES																	
Taxes:																	
Property	715,153	1,489,895	172,655	1,320,021	666,113	99,927	-	-	-	118,632	-	-	-	471,617	259,800	-	5,313,813
Sales	4,639,033	-	-	-	-	-	-	-	-	506,805	-	-	376,030	-	-	-	5,521,868
Utility	3,872,286	-	-	-	229,631	-	-	-	-	-	-	-	-	-	-	-	4,101,917
Other	296,122	-	-	-	356,346	-	299,056	-	1,433	-	-	-	-	-	-	1,134,666	2,087,623
Licenses and permits																	
General Governemnt	329,125	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	329,125
Economic Envioirnement	607,224	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	607,224
Physical Enviornment	14,345	5,871	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,216
Transportation	-	-	-	-	7,580	-	-	-	-	-	-	-	-	-	-	-	7,580
Intergovernmental																	
Op Grants																	
Judicial	3,178	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,178
General government	75,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,500
Public safety	143,857	-	-	-	-	-	-	-	-	1,290	-	-	-	-	-	-	145,147
Physical environment	-	-	-	-	-	-	-	-	-	856,028	-	-	-	-	-	-	856,028
Culture and recreation	-	-	-	14,314	-	-	-	-	-	-	-	-	-	-	-	-	14,314
Capital Grants																	
Transportation	-	-	-	-	175,286	144,360	-	-	-	-	-	-	-	-	-	-	319,646
Unrestricted grants and Contribution	140,392	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	140,392
Charge for services																	
General government	742,631	-	-	14,668	-	-	-	-	-	-	-	-	-	-	-	-	757,299
Public safety	-	-	-	-	-	-	-	-	-	1,743,719	-	-	-	-	-	-	1,743,719
Physical environment	31,664	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	31,664
Transportation	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	50,000
Economic environment	8,700	-	-	-	-	-	-	-	-	-	195,000	-	-	-	-	-	203,700
Culture and recreation	5,720	160,722	47,460	29,034	-	-	-	263,198	-	-	-	-	-	-	-	-	506,135
General Gov, Interfund Overhead	1,220,145	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,220,145
Fines and forfeitures																	
Judicial	211,188	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	211,188
Investment income	43,119	1,710	1,009	1,404	-	-	-	405	835	-	3,740	22,520	3,366	-	-	-	78,108
Other revenue	72,246	-	-	1,500	-	-	-	-	28,106	-	-	-	-	-	-	-	101,852
Transfers in	738,656	-	-	-	749,056	409,890	-	-	60,000	-	-	-	-	-	-	-	1,957,602
Total Revenues	13,999,284	1,658,199	221,125	1,380,941	2,184,012	654,177	299,056	263,603	90,375	3,226,474	198,740	72,520	379,396	471,617	259,800	1,134,666	26,493,984
EXPENDITURES																	
Judicial	640,698	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	640,698
General government	3,908,585	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,908,585
Public safety	7,384,804	-	-	-	-	-	-	-	-	3,226,474	-	-	-	-	-	-	10,611,278
Physical environment	121,747	-	216,125	-	-	-	-	-	-	-	-	-	-	-	-	-	337,872
Transportation	63,729	-	-	-	2,184,013	654,177	-	-	-	-	-	-	-	-	-	-	2,901,918
Social Services	124,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	124,500
Economic environment	1,073,111	-	-	-	-	-	-	-	-	-	-	-	283,000	-	-	-	1,356,111
Culture and recreation	522,110	1,658,199	5,000	1,397,138	-	-	-	262,603	115,000	-	-	27,866	7,812	-	-	-	3,995,727
Debt service:																	
Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	430,000	240,000	-	670,000
Interest and debt issue costs	-	-	-	-	-	-	-	-	-	-	-	-	-	72,990	19,800	-	92,790
Transfers out	160,000	-	-	-	-	-	299,056	-	-	-	-	-	-	-	-	1,434,890	1,893,946
Total Expenditures	13,999,284	1,658,199	221,125	1,397,138	2,184,013	654,177	299,056	262,603	115,000	3,226,474	-	27,866	290,812	502,990	259,800	1,434,890	26,533,425
Excess (deficiency) of revenues over (under) expenditures	0	0	0	(16,196)	(0)	0	-	1,000	(24,625)	0	198,740	44,654	88,584	(31,373)	-	(300,224)	(39,440)

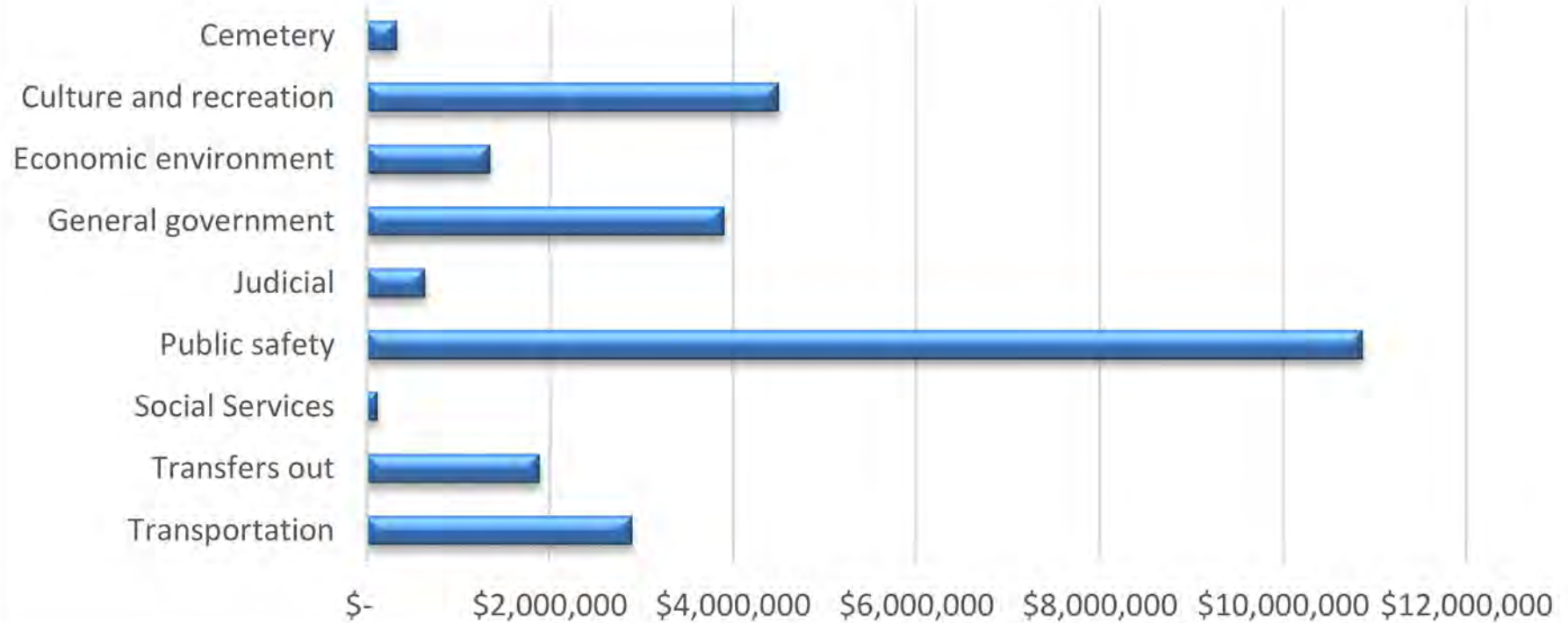
CITY OF ANACORTES
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
For the Year Ending December 31, 2017

	Water	Sewer	Storm Drain	Sanitation	Totals	Governmental Activities Internal Service Funds
Operating revenues:						
Charges for utility services	8,790,891	5,222,495	917,104	3,218,899	18,149,389	
Charges for other services						2,493,197
Total operating revenue	8,790,891	5,222,495	917,104	3,218,899	18,149,389	2,493,197
Operating expenses:						
Maintenance and operations	11,493,952	8,204,179	1,473,192	3,209,135	24,380,458	1,653,243
In-lieu of tax	-	-	-	-	-	-
Administrative and general	1,340,914	194,856	154,573	223,132	1,913,474	174,577
Depreciation	-	-	-	-	-	-
Total operating expenses	12,834,865	8,399,035	1,627,765	3,432,267	26,293,932	1,827,819
Operating income (loss)	(4,043,974)	(3,176,541)	(710,661)	(213,368)	(8,144,544)	665,377
Nonoperating revenues (expenses):						
Intergovernmental revenue	612,868	-	-	-	612,868	-
Investment earnings	112,556	79,419	2,594	11,258	205,828	15,227
Interest & Principle expense	(6,225,161)	-	-	-	(6,225,161)	-
Debt issuance costs	-	-	-	-	-	-
Gain (loss) on sale of capital assets	-	-	-	-	-	-
Pension Expense	-	-	-	-	-	-
Miscellaneous revenues (expenses)	-	-	-	-	-	-
Total nonoperating revenue (expense)	(5,499,737)	79,419	2,594	11,258	(5,406,465)	15,227
Income (loss) before contributions and transfers	(9,543,711)	(3,097,121)	(708,067)	(202,110)	(13,551,009)	680,604
Capital contributions	9,713,331	812,048	120,502	-	10,645,882	-
Change in net position	169,620	(2,285,073)	(587,564)	(202,110)	(2,905,127)	680,604
	2,285,184.00	Note, this amount of revenue for refinery pre-pay				
	-2,115,563.71	Actual change in fund balance				

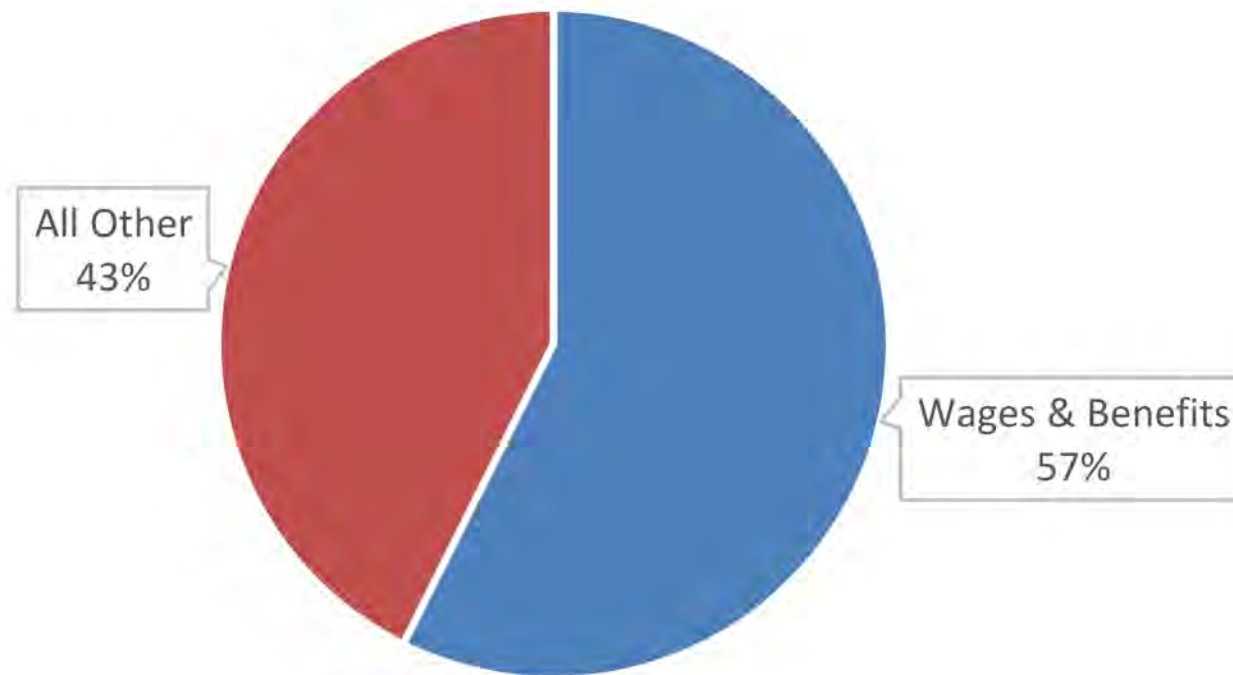
NON UTILITY REVENUE BUDGET



Non Utility Expenses



Non Utility Expenditures

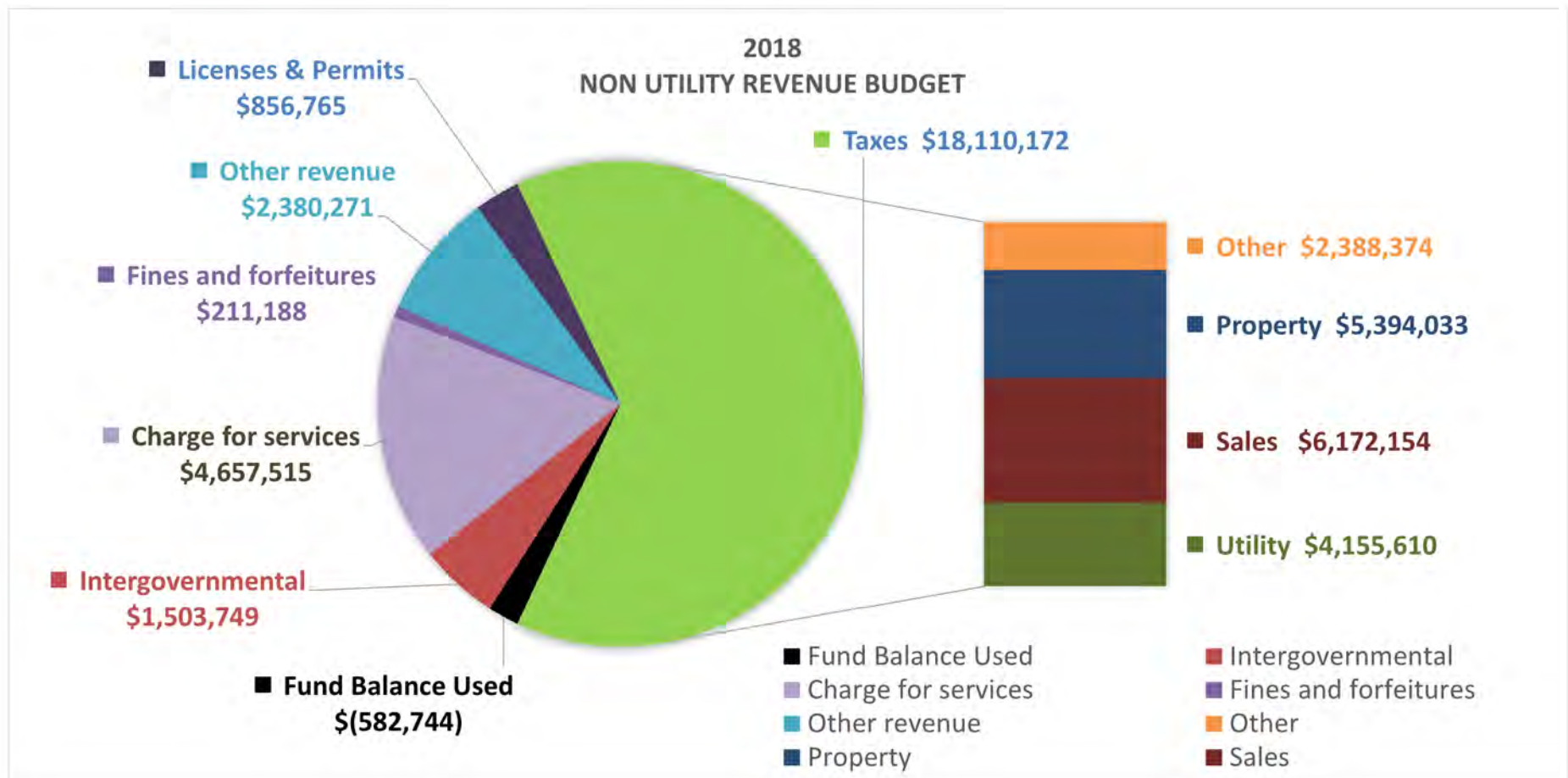


CITY OF ANACORTES
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ending December 31, 2018

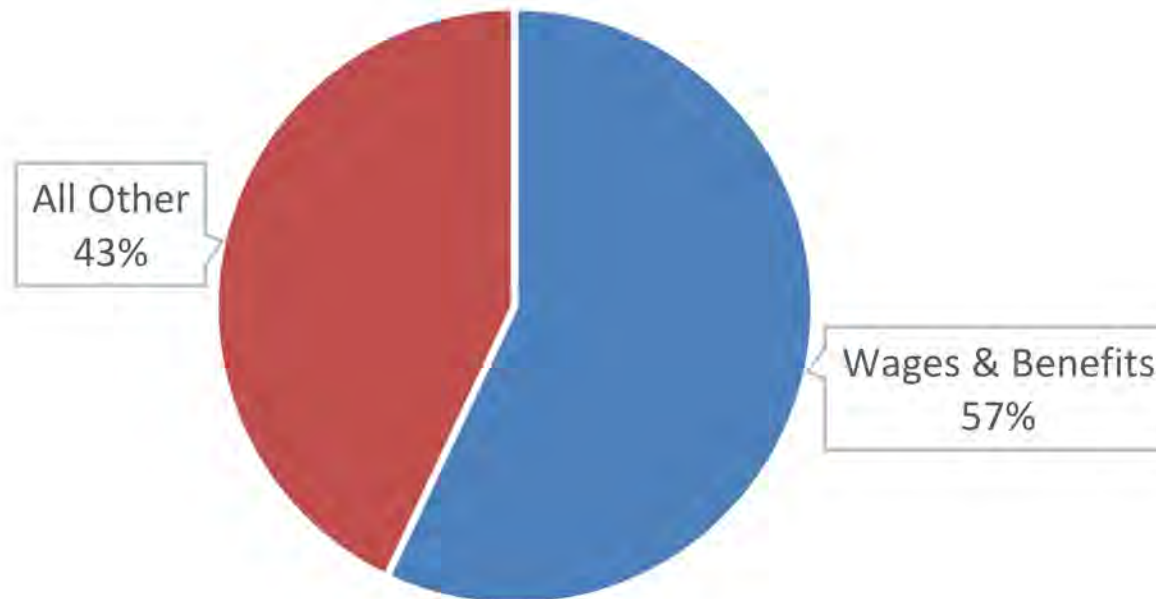
	General Fund 001	Park 101	Cemetery 102	Library 103	Street 104	Arterial Street 105	Anacortes TBD#1 106	Wash Park 107	Park Capital 108	Ambulance Service Fund 110	Dev Impact Fees 112	ACFL Mgmt 113	Tourism 135	2000 GO 200	2009 Refunded 209	Growth Mgmt 335	Total Governmental Funds
REVENUES																	
Taxes:																	
Property	996,008	1,504,735	175,700	1,334,510	494,923	101,725	-	-	-	46,386	-	-	-	474,847	265,200	-	5,394,033
Sales	5,203,155	-	-	-	-	-	-	-	-	581,689	-	-	387,311	-	-	-	6,172,154
Utility	3,925,979	-	-	-	229,631	-	-	-	-	-	-	-	-	-	-	-	4,155,610
Other	296,122	-	-	-	358,041	-	598,112	-	1,433	-	-	-	-	-	-	1,134,666	2,388,374
Licenses and permits																	
General Governemnt	331,687	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	331,687
Economic Envioirnement	497,224	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	497,224
Physical Enviornment	14,345	5,930	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,274
Transportation	-	-	-	-	7,580	-	-	-	-	-	-	-	-	-	-	-	7,580
Intergovernmental																	
Op Grants																	
Judicial	3,273	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,273
General government	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000
Public safety	149,166	-	-	-	-	-	-	-	-	1,290	-	-	-	-	-	-	150,456
Physical environment	-	-	-	-	-	-	-	-	-	856,028	-	-	-	-	-	-	856,028
Culture and recreation	-	-	-	14,314	-	-	-	-	-	-	-	-	-	-	-	-	14,314
Capital Grants																	
Transportation	-	-	-	-	175,286	-	-	-	-	-	-	-	-	-	-	-	175,286
Unrestricted grants and Contribution	140,392	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	140,392
Charge for services																	
General government	773,134	-	-	14,741	-	-	-	-	-	-	-	-	-	-	-	-	787,876
Public safety	-	-	-	-	-	-	-	-	-	1,796,030	-	-	-	-	-	-	1,796,030
Physical environment	31,664	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	31,664
Transportation	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	50,000
Economic environment	8,700	-	-	-	-	-	-	-	-	-	195,000	-	-	-	-	-	203,700
Culture and recreation	5,720	167,131	48,409	29,294	-	-	-	256,539	-	-	-	-	-	-	-	-	507,092
General Gov, Interfund Overhead	1,281,153	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,281,153
Fines and forfeitures																	
Judicial	211,188	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	211,188
Investment income	43,119	1,719	1,020	1,418	-	-	-	409	844	-	3,740	22,520	3,467	-	-	-	78,254
Other revenue	72,246	-	-	1,500	-	-	-	-	28,106	-	-	-	-	-	-	-	101,852
Transfers in	687,656	-	-	-	964,362	366,250	-	-	95,000	86,896	-	-	-	-	-	-	2,200,164
Total Revenues	14,835,931	1,679,515	225,128	1,395,777	2,229,823	467,975	598,112	256,947	125,383	3,368,319	198,740	72,520	390,778	474,847	265,200	1,134,666	27,719,661
EXPENDITURES																	
Judicial	654,462	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	654,462
General government	4,034,047	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,034,047
Public safety	7,534,604	-	-	-	-	-	-	-	-	3,368,319	-	-	-	-	-	-	10,902,923
Physical environment	124,775	-	220,128	-	-	-	-	-	-	-	-	-	-	-	-	-	344,904
Transportation	65,474	-	-	-	2,229,823	467,975	-	-	-	-	-	-	-	-	-	-	2,763,271
Social Services	124,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	124,500
Economic environment	1,060,707	-	-	-	-	-	-	-	-	-	-	-	250,000	-	-	-	1,310,707
Culture and recreation	535,761	1,679,515	5,000	1,413,174	-	-	-	255,918	125,000	-	-	28,213	7,843	-	-	-	4,050,423
Debt service:																	
Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	450,000	255,000	-	705,000
Interest and debt issue costs	-	-	-	-	-	-	-	-	-	-	-	-	-	56,220	10,200	-	66,420
Transfers out	406,896	-	-	-	-	-	598,112	-	-	-	-	-	-	-	-	1,175,250	2,180,258
Total Expenditures	14,541,227	1,679,515	225,128	1,413,174	2,229,823	467,975	598,112	255,918	125,000	3,368,319	-	28,213	257,843	506,220	265,200	1,175,250	27,136,916
Excess (deficiency) of revenues over (under) expenditures	294,703	-	(0)	(17,396)	-	-	-	1,029	383	(0)	198,740	44,307	132,935	(31,373)	-	(40,584)	582,744

CITY OF ANACORTES
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
For the Year Ending December 31, 2018

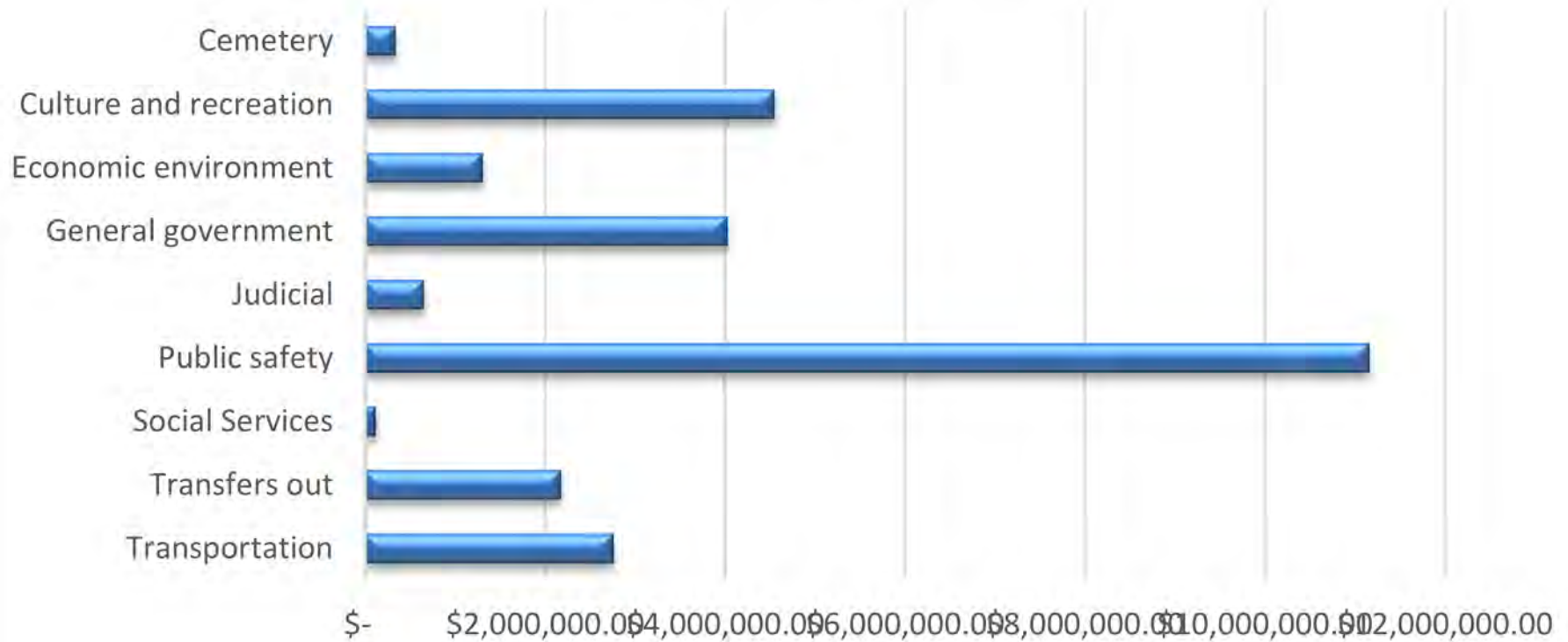
	Water	Sewer	Storm Drain	Sanitation	Totals	Governmental Activities Internal Service Funds
Operating revenues:						
Charges for utility services	9,569,824	5,277,304	917,334	3,256,730	19,021,192	
Charges for other services						2,493,197
Total operating revenue	9,569,824	5,277,304	917,334	3,256,730	19,021,192	2,493,197
Operating expenses:						
Maintenance and operations	14,248,651	5,341,637	972,411	3,163,943	23,726,641	1,739,176
In-lieu of tax	-	-	-	-	-	-
Administrative and general	1,012,890	201,455	156,080	227,211	1,597,636	176,191
Depreciation	-	-	-	-	-	-
Total operating expenses	15,261,541	5,543,091	1,128,490	3,391,155	25,324,277	1,915,366
Operating income (loss)	(5,691,716)	(265,788)	(211,156)	(134,425)	(6,303,085)	577,830
Nonoperating revenues (expenses):						
Intergovernmental revenue	590,728	-	-	-	590,728	-
Investment earnings	113,682	80,214	2,282	11,371	207,548	15,379
Interest & Principle expense	(6,198,948)	-	-	-	(6,198,948)	-
Debt issuance costs	-	-	-	-	-	-
Gain (loss) on sale of capital assets	-	-	-	-	-	-
Pension Expense	-	-	-	-	-	-
Miscellaneous revenues (expenses)	-	-	-	-	-	-
Total nonoperating revenue (expense)	(5,494,538)	80,214	2,282	11,371	(5,400,671)	15,379
Income (loss) before contributions and transfers	(11,186,254)	(185,574)	(208,874)	(123,054)	(11,703,756)	593,209
Capital contributions	9,623,331	820,168	121,707	-	10,565,207	-
Change in net position	(1,562,923)	634,595	(87,167)	(123,054)	(1,138,549)	593,209
	2,285,184.00	Note, this amount of revenue for refinery pre-pay				
	-3,848,106.79	Actual change in fund balance				



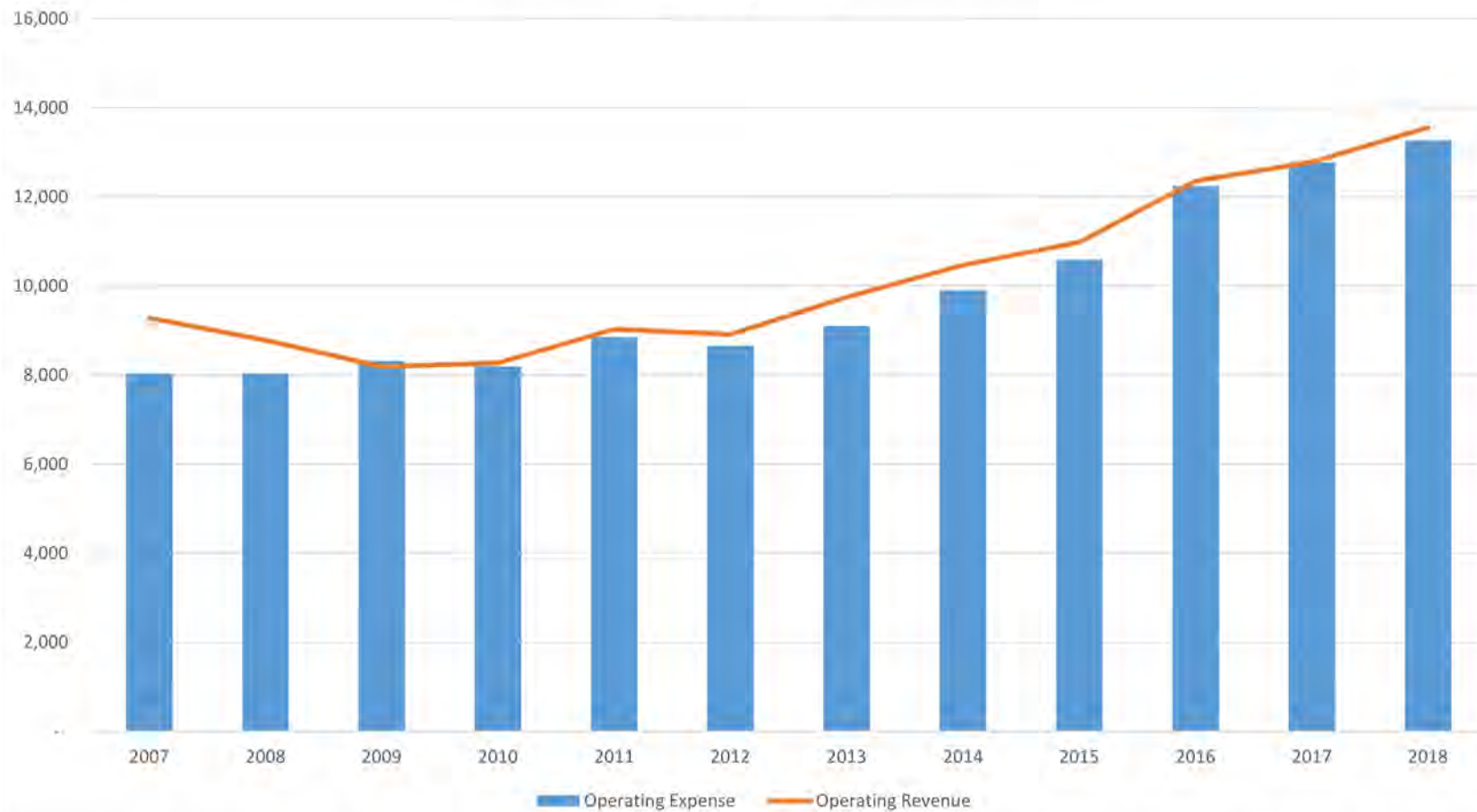
2018 Non Utility Expenditures



2018 Non Utility Expenses



General Fund
Operating Revenues vs. Operating Expenditures
In Thousands



	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Operating Revenue	9,280	8,775	8,187	8,267	9,029	8,910	9,749	10,473	10,976	12,358	12,779	13,555
Operating Expense	8,030	8,033	8,317	8,190	8,852	8,662	9,098	9,907	10,585	12,241	12,779	13,260

City of Anacortes
2017/2018 Budget *** COUNCIL REVIEW ***
REVENUE

Summary by Fund

Line	Fund		2015 Actuals	2016 Actuals (Jan-Jun)	2016 Budget	2017 Budget Request	2018 Budget Request	2017/2018 Budget Request	Line
1	001	GENERAL FUND	11,963,875	6,265,589	13,155,606	13,999,284	14,541,227	28,540,510	1
2	101	PARKS & RECREATION FUND	1,430,917	846,641	1,495,272	1,658,199	1,679,515	3,337,713	2
3	102	GRANDVIEW CEMETERY FUND	191,930	113,597	212,528	221,125	225,128	446,253	3
4	103	PUBLIC LIBRARY FUND	1,261,224	743,515	1,341,913	1,397,138	1,413,174	2,810,311	4
5	104	STREET MAINTENANCE FUND	1,929,274	738,606	2,133,702	2,184,013	2,229,823	4,413,836	5
6	105	ARTERIAL STREET CONSTRUCTION	1,318,059	148,953	1,013,587	654,177	467,975	1,122,152	6
7	106	Anacortes TBD #1	206,811	155,509	285,160	299,056	598,112	897,168	7
8	107	WASHINGTON PARK FUND	265,711	136,247	246,721	262,603	255,918	518,521	8
9	108	PARKS CAPITAL IMPROVEMENT	60,378	14,540	725,000	115,000	125,000	240,000	9
10	110	AMBULANCE SERVICE FUND	3,098,568	1,726,835	2,888,455	3,226,474	3,368,319	6,594,793	10
11	112	DEVELOPMENT IMPACT FEE	188,931	101,240	0	0	0	0	11
12	113	ACFL MANAGEMENT FUND	267,903	14,494	38,768	27,866	28,213	56,078	12
13	135	TOURISM FUND	373,595	128,513	250,000	290,812	257,843	548,655	13
14	180	COMMUNITY DEVELOPMENT FUND	286,383	120,391	427,157	0	0	0	14
15	2xx	Debt Service	747,455	346,891	773,360	762,790	771,420	1,534,210	15
16	335	GROWTH MGMT CAPITAL IMPRV FUND	1,132,422	558,725	1,024,740	1,434,890	1,175,250	2,610,140	16
18	401	WATER FUND	17,358,931	8,316,106	14,943,899	19,060,026	21,460,488	40,520,515	18
19	440	SEWER FUND	5,891,057	3,497,974	6,569,473	8,399,035	5,543,091	13,942,127	19
20	445	STORM DRAINAGE FUND	974,538	451,165	1,227,672	1,627,765	1,128,491	2,756,255	20
21	450	SANITATION FUND	2,501,362	1,685,304	3,321,027	3,432,267	3,391,155	6,823,421	21
22	501	EQUIPMENT RENTAL FUND	1,711,267	878,070	2,300,574	1,827,819	1,915,366	3,743,186	22
23	611	FIREMEN'S PENSION FUND	25,993	25,198	31,309	34,000	34,000	68,000	23
			53,186,583	27,014,101	54,405,923	60,914,337	60,609,507	121,523,844	

2017/2018 Budget Revenue Summary

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001	GENERAL FUND						
	NON DEPARTMENTAL						
	Unassigned Fund Balance	\$0	\$0	\$0	\$1,128,770	\$0	(\$294,704)
	Real & Personal Property Tax	\$737,029	\$550,822	\$806,672	\$591,403	\$715,153	\$996,008
	Local Retail Sales & Use Tax	\$2,980,800	\$3,016,416	\$3,178,504	\$3,200,740	\$3,638,533	\$4,156,392
	Public Safety Jail Sales & Use Tax		\$481,605	\$626,393	\$589,805	\$657,713	\$690,599
	Business & Occupation Taxes on Utilities	\$3,242,925	\$3,438,718	\$3,460,633	\$3,741,558	\$3,872,286	\$3,925,979
	Leasehold Excise Tax	\$181,442	\$193,150	\$205,704	\$187,296	\$209,566	\$209,566
	Franchise Fees	\$234,137	\$243,927	\$253,666	\$243,927	\$256,203	\$258,765
	Marijuana Enforcement			\$4,183	\$0	\$8,366	\$8,366
	Liquor/Beer Excise Tax	\$10,692	\$30,215	\$44,078	\$70,880	\$86,556	\$86,556
	Liquor Control Board Profits	\$143,464	\$142,877	\$141,862	\$137,760	\$140,392	\$140,392
	Payment ILO Taxes PILOT	\$4,580	\$5,289	\$2,253	\$5,797	\$4,631	\$4,631
	Data/Word Processing, Printing & Duplica	\$203	\$212	\$233	\$300	\$265	\$265
	Investment Interest	\$9,423	\$96,779	\$47,658	\$96,779	\$43,119	\$43,119
	Other Interest	\$715	\$974	\$1,997	\$0	\$0	\$0
	Contributions & Donations from Private S	\$500	\$82	\$0	\$0	\$0	\$0
	Judgments & Settlements			\$9	\$0	\$0	\$0
	Cash Adjustments	\$88	\$110	\$79	\$0	\$0	\$0
	Other	\$10,621	\$212	\$0	\$0	\$0	\$0
	Capital Contributions - Private Contribu	\$6,076	\$6,189	\$5,834	\$0	\$0	\$0
	Other Nonrevenues - Overhead	\$852,734	\$891,339	\$988,353	\$1,014,438	\$1,220,145	\$1,281,153
	Proceeds from Sales of Capital Assets	\$2,554	\$746	\$18	\$0	\$0	\$0
	Compensation for Loss/Impairment of Capi	\$34,096	\$0	\$11	\$0	\$0	\$0

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001	GENERAL FUND						
	NON DEPARTMENTAL						
	Transfers-In	\$0	\$0	\$0	\$139,893	\$738,656	\$687,656
	Insurance Recoveries		\$0	\$6,622	\$0	\$0	\$0
	LEGISLATIVE						
	Data/Word Processing, Printing & Duplica				\$0	\$0	\$0
	Election Candidate Filing Services	\$5,222	\$0	\$423	\$0	\$5,222	\$0
	JUDICIAL						
	Criminal Justice Sales & Use Tax	\$298,338	\$301,096	\$321,425	\$302,637	\$334,421	\$347,798
	Office of Public Defense Grant			\$16,900	\$0	\$0	\$0
	Judicial Salary Contribution - State	\$3,232	\$3,221	\$3,085	\$3,220	\$3,178	\$3,273
	Criminal Justice - Cities - High Crime	\$21,456	\$21,684	\$0	\$21,570	\$0	\$0
	Criminal Justice - Violent Crimes/Popula	\$3,838	\$4,158	\$4,326	\$3,857	\$4,515	\$4,650
	Criminal Justice - Special Programs	\$14,287	\$15,320	\$15,851	\$14,348	\$16,507	\$17,002
	DUI & Other Criminal Justice Assistance	\$2,900	\$2,895	\$2,453	\$2,920	\$2,627	\$2,706
	Legal Services	\$12,100	\$9,600	\$5,450	\$10,850	\$6,592	\$6,790
	FINANCE DEPARTMENT						
	Other Business Licenses & Permits	\$62,445	\$67,970	\$67,315	\$65,207	\$67,315	\$67,315
	NSF Fees & Other Penalties (Non Court)		\$25	\$75	\$0	\$0	\$0
	Professional Services	\$50	\$50				
	INFORMATION SYSTEMS						
	Gambling Commission	\$0					
	SALES OF MERCHANDISE	\$20		\$0	\$0	\$0	\$0
	Data/Word Processing, Printing & Duplica	\$193		\$20	\$0	\$0	\$0
	Sale of Scrap & Junk				\$0	\$0	\$0
	Other Nonrevenues - DIS	\$431,131	\$426,660	\$549,697	\$616,940	\$710,556	\$746,084

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001	GENERAL FUND						
	HUMAN RESOURCES DEPARTMENT						
	Interlocal Grants, Entitlements & Other					\$75,000	\$75,000
	Contributions & Donations from Private S	\$0	\$660	\$1,000	\$0	\$500	\$0
	PLANNING & COMMUNITY DEVELOPMENT						
	Buildings, Structure & Equipment	\$446,305	\$548,143	\$539,179	\$446,305	\$607,224	\$497,224
	Street & Curb Permits	\$0	\$0	\$0	\$0	\$0	\$0
	Other Non-Business Licenses & Permits	\$15	\$30	\$0	\$0	\$0	\$0
	Department of Houseing & Urban Developme					\$89,000	\$89,000
	Environmental Protection Agency			\$37,233	\$0	\$0	\$0
	Department of Ecology	\$0	\$0	\$0	\$0	\$0	\$0
	EDASC Grant					\$0	\$0
	Protective Inspection Services	\$4,650	\$5,700	\$4,550	\$5,175	\$6,600	\$6,600
	Zoning & Subdivision Services	\$14,713	\$16,072	\$23,333	\$15,392	\$17,642	\$17,642
	Plan Checking Services	\$9,752	\$2,660	\$3,658	\$6,206	\$7,422	\$7,422
	SEPA Related Mitigation Fees	\$12,800	\$4,400	\$4,800	\$8,600	\$3,200	\$3,200
	Other Planning & Development Services	\$3,200	\$3,600	\$12,811	\$3,400	\$5,500	\$5,500
	Housing Services	\$50	\$0	\$50	\$50	\$0	\$0
	Non-Court Fines & Penalties	\$0	\$0	\$0	\$0	\$0	\$0
	Space & Facilities Rentals (Short-Term)					\$0	\$0
	Boat Launch Leases (Long-Term)					\$0	\$0
	Space & Facilities Leases (Long-Term)				\$0	\$58,506	\$58,506
	SPACE & FACILITIES LEASES (LONG-TERM)				\$0		
	Other Non-Revenues					\$0	\$0
	POLICE DEPARTMENT						
	Animal Licenses	\$11,431	\$7,855	\$14,345	\$10,046	\$14,345	\$14,345

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001	GENERAL FUND						
	POLICE DEPARTMENT						
	Other Non-Business Licenses & Permits	\$5,527	\$4,704	\$5,607	\$4,704	\$5,607	\$5,607
	Department of Justice OCDEF	\$359	\$3,721	\$0	\$0	\$0	\$0
	Department of Justice	\$1,654	\$1,607	\$2,821	\$0	\$0	\$0
	Department of Justice	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Justice	\$0	\$0	\$0	\$0	\$0	\$0
	FEMA Grant for Live Fire Training	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Justice	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Justice	\$0	\$0	\$2,906	\$0	\$0	\$0
	USDOT/NHTSA DUI Enforcement Grant	\$6,951	\$1,547	\$1,256			
	Department of Transportation				\$0	\$0	\$0
	Executive Office of the President	\$0	\$0	\$0	\$0	\$0	\$0
	Traffic Safety Commission	\$850	\$0	\$2,075	\$0	\$0	\$0
	Interlocal Grants, Entitlements & Other	\$17,917	\$0	\$1,000	\$88,000	\$0	\$0
	Skagit County Public Safety Sales Tax		\$85,833	\$103,000	\$103,000	\$114,978	\$119,577
	District/Municipal Court - Admin Fees	\$10,550	\$2,760	\$200	\$0	\$600	\$600
	Data/Word Processing, Printing & Duplica	\$298	\$451	\$464	\$0	\$365	\$365
	Law Enforcement Services	\$15,718	\$27,610	\$38,234	\$21,664	\$14,370	\$14,370
	Traffic Infraction Penalties	\$196,057	\$194,509	\$214,872	\$195,283	\$208,404	\$208,404
	Civil Parking Infraction Penalties	\$4,175	\$5,590	\$3,160	\$4,882	\$2,784	\$2,784
	Contributions & Donations from Private S	\$1,338	\$9,720	\$15,329	\$22,000	\$0	\$0
	Unclaimed Money & Proceeds from Sales of	\$314	\$327	\$27	\$0	\$0	\$0
	Confiscated & Forfeited Property	\$1,934	\$1,040	\$1,819	\$0	\$0	\$0
	Judgments & Settlements	\$1,856	\$643	\$14,792	\$0	\$0	\$0
	MEDIC/FIRE DEPARTMENT						

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001	GENERAL FUND						
	MEDIC/FIRE DEPARTMENT						
	FEMA Grant for Live Fire Training	\$432,467	\$357,394	\$0	\$0	\$0	\$0
	FEMA SAFER Grant	\$54,452	\$78,819	\$25,818	\$0	\$0	\$0
	FEMA Port Security Grant	\$7,000		\$4,310	\$0		
	Department of Homeland Security	\$0	\$0	\$0	\$0	\$0	\$0
	Fire Protection & Emergency Medical Serv		\$5,519				
	Space & Facilities Leases (Long-Term)	\$12,970	\$12,114	\$14,609	\$13,425	\$13,740	\$13,740
	Contributions & Donations from Private S	\$10,000	\$3,050	\$10,200	\$0	\$0	\$0
	PARKS & RECREATION						
	Recreation & Conservation Funding Board	\$0	\$0	\$0	\$0	\$0	\$0
	Sales of Merchandise	\$0	\$0	\$0	\$0	\$0	\$0
	Space & Facilities Rentals (Short-Term)	\$5,109	\$4,140	\$4,444	\$4,625	\$0	\$0
	MUSEUM DEPARTMENT						
	Department of Commerce	\$0	\$0	\$0	\$0	\$0	\$0
	Sales of Merchandise	\$1,087	\$1,447	\$567	\$4,198	\$1,258	\$1,258
	Exhibit Admission Fees	\$4,261	\$4,134	\$5,329	\$4,961	\$5,720	\$5,720
	Other Fees		\$4,961	\$711	\$0	\$0	\$0
	Contributions & Donations from Private S	\$131	\$212	\$286	\$0	\$0	\$0
	ADMINISTRATION						
	Donations from Private Sources		\$1,000				
	ENGINEERING PLANS & SERVICES						
	Zoning & Subdivision Services	\$900	\$1,914	\$4,906	\$1,407	\$4,003	\$4,003
	MUNICIPAL/COMMUNITY BUILDINGS						
	State Grants - Dept. of Commerce			\$0	\$185,000	\$0	\$0
	Space & Facilities Rentals (Short-Term)	\$55					

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001	GENERAL FUND						
	MUNICIPAL/COMMUNITY BUILDINGS						
	Contributions from Private Sources		\$8,750	\$82,392	\$20,000	\$0	\$0
	Total Fund 001	\$10,604,134	\$11,364,976	\$11,963,875	\$13,359,216	\$13,999,284	\$14,541,227

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
101	PARKS & RECREATION FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$116	\$1,290	\$659	\$0	\$1,710	\$1,719
	PARKS & RECREATION						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$21,329)	\$0	\$0
	Real & Personal Property Tax	\$1,074,967	\$1,166,980	\$1,271,822	\$1,366,471	\$1,489,895	\$1,504,735
	Animal Licenses				\$0	\$5,871	\$5,930
	Sales of Merchandise - Retail	\$1,723	\$756	\$784	\$699	\$583	\$589
	Sales of Merchandise - Wholesale	\$5,520	\$5,200	\$7,248	\$5,755	\$6,638	\$6,704
	Data/Word Processing, Printing & Duplica				\$0	\$0	\$0
	Recreation Fees - Taxable	\$83,175	\$76,427	\$83,001	\$79,801	\$87,151	\$91,508
	Recreation Fees - Non Taxable	\$21,283	\$37,640	\$32,371	\$36,491	\$33,990	\$35,689
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Storvik Park Rental	\$15,105	\$16,995	\$4,482	\$2,443	\$1,819	\$1,837
	Depot Rental (Short-Term)			\$14,190	\$16,050	\$16,991	\$17,161
	Senior Center Rental			\$0	\$0	\$4,444	\$4,444
	Space & Facilities Leases (Long-Term)	\$7,891	\$6,886	\$6,019	\$7,841	\$9,107	\$9,198
	Contributions & Donations from Private S	\$0	\$8,125	\$10,318	\$1,050	\$0	\$0
	Judgments & Settlements	\$305	\$25	\$25	\$0	\$0	\$0
	Proceeds from Sales of Capital Assets	\$235	\$0	\$0	\$0	\$0	\$0
	Insurance Recoveries		\$0	\$0	\$0	\$0	\$0
	Total Fund 101	\$1,210,319	\$1,320,324	\$1,430,917	\$1,495,272	\$1,658,199	\$1,679,515

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
102	GRANDVIEW CEMETERY FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$139	\$968	\$415	\$0	\$1,009	\$1,020
	CEMETERY						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$1,518)	\$0	\$0
	Real & Personal Property Tax	\$86,158	\$124,321	\$132,501	\$161,668	\$172,655	\$175,700
	Cemetery Services	\$34,536	\$44,587	\$48,482	\$10,662	\$38,398	\$39,166
	Cemetery Services	\$8,091	\$11,033	\$10,532	\$41,716	\$9,062	\$9,243
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Transfers-In	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 102	\$128,923	\$180,908	\$191,930	\$212,528	\$221,125	\$225,128

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
103	PUBLIC LIBRARY FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$151	\$1,790	\$764	\$0	\$1,404	\$1,418
	PUBLIC LIBRARY						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$10,092)	\$16,196	\$17,396
	Real & Personal Property Tax	\$1,057,110	\$1,145,655	\$1,200,443	\$1,292,498	\$1,320,021	\$1,334,510
	Washington State Library Grant		\$1,876				
	Interlocal Grants, Entitlements & Other	\$14,959	\$14,435	\$14,314	\$14,700	\$14,314	\$14,314
	Data/Word Processing, Printing & Duplication	\$4,116	\$4,239	\$4,603	\$4,343	\$4,817	\$4,865
	Passport & Naturalization Services	\$12,250	\$12,850	\$14,595	\$12,550	\$14,668	\$14,741
	Library Services	\$22,784	\$21,475	\$19,255	\$21,171	\$21,113	\$21,324
	Microsoft IT Academy Agreement		\$100				
	Non-Court Fines & Penalties	\$6,310	\$6,235	\$4,249	\$5,243	\$3,105	\$3,105
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Space & Facilities Leases (Long-Term)			\$3,000	\$1,500	\$1,500	\$1,500
	Contributions & Donations from Private Sources	\$3,300	\$12,408	\$0	\$0	\$0	\$0
	Cash Adjustments	(\$30)	\$0	\$0	\$0	\$0	\$0
	Proceeds from Sales of Capital Assets	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 103	\$1,120,952	\$1,221,063	\$1,261,224	\$1,341,913	\$1,397,138	\$1,413,174

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
104	STREET MAINTENANCE FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$237	\$2,555	\$2,514	\$0	\$0	\$0
	STREET MAINT/CONST ACTIVITIES						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$3,867)	\$0	\$0
	Real & Personal Property Tax	\$678,997	\$861,623	\$763,842	\$680,845	\$666,113	\$494,923
	Business & Occupation Taxes on Utilities		\$39,850	\$190,997	\$241,353	\$229,631	\$229,631
	Street & Curb Permits	\$19,502	\$7,860	\$9,280	\$7,090	\$7,580	\$7,580
	Multimodal Transpo City				\$0	\$17,409	\$17,409
	Motor Vehicle Fuel Tax - City Streets	\$328,553	\$330,295	\$339,722	\$345,120	\$338,937	\$340,632
	Port - Sulfur Mitigation Interlocal	\$70,771	\$220,228	\$204,894	\$125,000	\$175,286	\$175,286
	Sales of Merchandise		\$0	\$0	\$0	\$0	\$0
	Roads/Streets Maintenance & Repair Servi	(\$181)	\$0	\$6,161	\$3,002	\$0	\$0
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Other Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Sale of Scrap & Junk	\$0	\$478	\$0	\$0	\$0	\$0
	Judgments & Settlements	\$3,339				\$0	\$0
	Insurance Recoveries	\$0	\$0				
	Transfers-In	\$0	\$821,000	\$407,661	\$735,160	\$749,056	\$964,362
	Insurance Recoveries		\$0	\$4,203	\$0	\$0	\$0
	Total Fund 104	\$1,101,218	\$2,283,889	\$1,929,274	\$2,133,702	\$2,184,012	\$2,229,823

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
105	ARTERIAL STREET CONSTRUCTION						
	NON DEPARTMENTAL						
	Investment Interest	\$123	\$265	\$1	\$0	\$0	\$0
	STREET MAINT/CONST ACTIVITIES						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$546)	\$0	\$0
	Real & Personal Property Tax	\$70,980	\$122,052	\$91,274	\$86,633	\$99,927	\$101,725
	Department of Transportation	\$1,682,758	\$380,075	\$247,257	\$512,760	\$144,360	\$0
	Department of Transportation	\$8,197	\$1,448	\$0	\$0	\$0	\$0
	Department of Transportation	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Transportation	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Ecology	\$0	\$0	\$0	\$0	\$0	\$0
	WSDOT				\$0	\$0	\$0
	Department of Ecology	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Commerce		\$0	\$679,000	\$0	\$0	\$0
	Interlocal Grants, Entitlements & Other	\$0	\$0	\$0	\$0	\$0	\$0
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Confiscated & Forfeited Property	\$0	\$0	\$0	\$0	\$0	\$0
	Transfers-In	\$75,000	\$63,500	\$300,527	\$414,740	\$409,890	\$366,250
	Total Fund 105	\$1,837,058	\$567,341	\$1,318,059	\$1,013,587	\$654,177	\$467,975

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
106	ANACORTES TBD#1						
	STREET MAINT/CONST ACTIVITIES						
	Transportation Benefit District Vehicle			\$206,811	\$285,160		
	Transportation Benefit District Vehicle					\$299,056	\$598,112
	Total Fund 106			\$206,811	\$285,160	\$299,056	\$598,112

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
107	WASHINGTON PARK FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$55	\$562	\$371	\$0	\$405	\$409
	PARKS & RECREATION						
	Unassigned Fund Balance	\$0	\$0	\$0	\$1,207	(\$1,000)	(\$1,029)
	Real & Personal Property Tax	\$0	\$0	\$0	\$0	\$0	\$0
	Sales of Merchandise, Firewood	\$6,094	\$8,253	\$5,949	\$6,656	\$8,614	\$9,045
	Sales of Merchandise, Shower	\$3,007	\$3,468	\$4,028	\$3,468	\$3,603	\$3,783
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Parking Fees - Boat Trailer Lot	\$79,554	\$83,540	\$81,233	\$81,547	\$78,194	\$74,086
	Parking Fees - Lot 'B'	\$10,128	\$11,752	\$10,870	\$10,940	\$11,199	\$11,311
	Camping Fees	\$123,086	\$137,496	\$159,212	\$137,496	\$158,528	\$155,223
	Day Use Park Fee	\$2,957	\$3,221	\$2,971	\$5,407	\$3,061	\$3,092
	Special Events	\$15	\$0	\$0	\$0	\$0	\$0
	Contributions & Donations from Private S	\$0	\$0	\$0	\$0	\$0	\$0
	Judgments & Settlements			\$1,100	\$0	\$0	\$0
	Cash Adjustments	\$116	\$45	(\$24)	\$0	\$0	\$0
	Transfers-In	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 107	\$225,013	\$248,336	\$265,711	\$246,721	\$262,603	\$255,918

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
108	PARKS CAPITAL IMPROVEMENT						
	NON DEPARTMENTAL						
	Investment Interest	\$84	\$1,677	\$819	\$0	\$835	\$844
	PARKS & RECREATION						
	Unassigned Fund Balance	\$0	\$0	\$0	\$501	\$24,625	(\$383)
	Department of Transportation	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Agriculture	\$0	\$0	\$0	\$0	\$0	\$0
	Recreation & Conservation Funding Board				\$335,000	\$0	\$0
	Dept. of Commerce	\$153,294	\$0	\$0	\$0	\$0	\$0
	Motor Vehicle Fuel Tax - City Streets	\$1,386	\$1,393	\$1,433	\$1,393	\$1,433	\$1,433
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Space & Facilities Leases (Long-Term)	\$23,422	\$28,106	\$28,126	\$28,106	\$28,106	\$28,106
	Contributions & Donations from Private S	\$2,000					
	Transfers-In	\$98,919	\$0	\$30,000	\$360,000	\$60,000	\$95,000
	Total Fund 108	\$279,105	\$31,176	\$60,378	\$725,000	\$115,000	\$125,000

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
110	AMBULANCE SERVICE FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$193	\$2,566	\$486	\$0	\$0	\$0
	MEDIC/FIRE DEPARTMENT						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$167,632)	\$0	\$0
	Real & Personal Property Tax	\$511,591	\$298,551	\$113,742	\$359,218	\$118,632	\$46,386
	Local Retail Sales & Use Tax	\$417,285	\$422,271	\$444,962	\$448,104	\$506,805	\$581,689
	Department of Health	\$1,208	\$1,473	\$1,341	\$1,341	\$1,290	\$1,290
	Interlocal Grants, Entitlements & Other	\$783,224	\$735,800	\$837,259	\$827,424	\$856,028	\$856,028
	Budgeting & Accounting Services				\$0		
	Fire Protection & Emergency Medical Serv	\$0	\$0	\$0	\$0	\$0	\$0
	Ambulance Services	\$1,181,977	\$1,525,068	\$1,640,779	\$1,420,000	\$1,743,719	\$1,796,030
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Transfers-In	\$200,000	\$0	\$60,000	\$0	\$0	\$86,896
	Total Fund 110	\$3,095,478	\$2,985,729	\$3,098,568	\$2,888,455	\$3,226,474	\$3,368,319

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
112	DEVELOPMENT IMPACT FEE						
	NON DEPARTMENTAL						
	Investment Interest	\$363	\$5,459	\$3,524	\$0	\$3,740	\$3,740
	PLANNING & COMMUNITY DEVELOPMENT						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$193,108)	(\$198,740)	(\$198,740)
	(GMA) Impact Fees Road	\$114,299	\$102,392	\$116,412	\$121,722	\$111,960	\$111,960
	(GMA) Impact Fees Recreation	\$58,940	\$70,590	\$60,675	\$71,387	\$83,040	\$83,040
	(GMA) Impact Fees Fire		\$0	\$8,320	\$0	\$0	\$0
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Transfers-In	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 112	\$173,603	\$178,442	\$188,931	\$0	\$0	\$0

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
113	ACFL MANAGEMENT FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$694	\$5,812	\$2,520	\$0	\$2,520	\$2,520
	PARKS & RECREATION						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$11,232)	(\$44,654)	(\$44,307)
	Indirect Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Agriculture	\$0	\$0	\$0	\$0	\$0	\$0
	Department of Ecology	\$0	\$13,899	\$26,969	\$0	\$0	\$0
	Sales of Road Materials	\$50,000	\$50,000	\$170,275	\$50,000	\$50,000	\$50,000
	Investment Interest	\$0	\$0	\$0	\$0	\$20,000	\$20,000
	Contributions and Donations from Private		\$20,200	\$68,139	\$0	\$0	\$0
	Transfers-In	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 113	\$50,694	\$89,911	\$267,903	\$38,768	\$27,866	\$28,213

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
135	TOURISM FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$668	\$7,542	\$3,268	\$0	\$3,366	\$3,467
	PLANNING & COMMUNITY DEVELOPMENT						
	Unassigned Fund Balance	\$0	\$0	\$0	(\$30,204)	(\$88,584)	(\$132,935)
	Hotel/Motel Sales & Use Tax	\$273,580	\$322,375	\$365,078	\$275,204	\$376,030	\$387,311
	Tourism Promotion Services	\$5,350	\$6,125	\$5,250	\$5,000	\$0	\$0
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 135	\$279,598	\$336,043	\$373,595	\$250,000	\$290,812	\$257,843

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
180	COMMUNITY DEVELOPMENT FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$256	\$2,889	\$1,477	\$0	\$0	\$0
	PLANNING & COMMUNITY DEVELOPMENT						
	Unassigned Fund Balance	\$0	\$0	\$0	\$132,484	\$0	\$0
	Department of Housing & Urban Developmen	\$142,673	\$99,578	\$80,406	\$110,000	\$0	\$0
	Skagit County EDASC Reimbursement	\$7,200	\$7,200	\$7,200	\$0	\$0	\$0
	Investment Interest	\$2,700	\$2,700	\$2,700	\$2,700	\$0	\$0
	Space & Facilities Rentals (Short-Term)	\$806	\$150	\$225	\$0	\$0	\$0
	Space & Facilities Leases (Long-Term)	\$156,116	\$168,359	\$168,892	\$177,173	\$0	\$0
	Space & Facilities Leases (Long-Term)	\$4,800	\$5,894	\$4,600	\$4,800	\$0	\$0
	Other Non Revenues			\$20,884	\$0	\$0	\$0
	Transfers-In	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 180	\$314,551	\$286,770	\$286,383	\$427,157	\$0	\$0

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
200	2000 GO BOND DEBT SVC LIBRARY						
	NON DEPARTMENTAL						
	Investment Interest	\$749	\$7,074	\$3,769	\$0	\$0	\$0
	PUBLIC LIBRARY						
	Assigned Fund Balance	\$0	\$0	\$0	\$0	\$31,373	\$31,373
	Real & Personal Property Tax	\$477,378	\$472,706	\$475,149	\$477,787	\$471,617	\$474,847
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 200	\$478,127	\$479,780	\$478,917	\$477,787	\$502,990	\$506,220

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
209	2009 GO REFUNDING BOND						
	NON DEPARTMENTAL						
	Investment Interest	\$201	\$2,126	\$1,064	\$0	\$0	\$0
	POLICE DEPARTMENT						
	Reserved Fund Balance	\$0	\$0	\$0	\$147,373	\$0	\$0
	Real & Personal Property Tax	\$263,385	\$262,707	\$267,474	\$148,200	\$259,800	\$265,200
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 209	\$263,585	\$264,832	\$268,538	\$295,573	\$259,800	\$265,200

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
335	GROWTH MGMT CAPITAL IMPRV FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$1,327	\$18,912	\$10,678	\$143,757	\$0	\$0
	PLANNING & COMMUNITY DEVELOPMENT						
	Fund Balance - REET 1	\$0	\$0	\$0	\$282,240	\$53,917	\$17,917
	Fund Balance - REET 2	\$0	\$0	\$0	\$112,500	\$246,307	\$22,667
	REET 1 - First Quarter Percent	\$315,089	\$424,973	\$560,872	\$315,000	\$567,333	\$567,333
	REET 2 - Second Quarter Percent	\$314,460	\$424,973	\$560,872	\$315,000	\$567,333	\$567,333
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 335	\$630,876	\$868,858	\$1,132,422	\$1,168,497	\$1,434,890	\$1,175,250

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
401	WATER FUND						
	NON DEPARTMENTAL						
	Reserved Fund Balance	\$0	\$0	\$0	(\$1,196,661)	(\$169,620)	\$1,562,923
	Indirect Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0
	Attorney General Office	\$0	\$0	\$0	\$0	\$0	\$0
	Interlocal Grants, Entitlements & Other					\$295,000	\$205,000
	Water Sales	\$6,574,032	\$7,229,336	\$8,207,859	\$6,901,684	\$8,452,768	\$9,220,267
	Water Sales - Interdepartmental	\$41,005	\$40,828	\$46,345	\$40,828	\$46,345	\$48,662
	Irrigation/Reclamation Services	\$55,227	\$104,033	\$173,483	\$104,033	\$173,483	\$182,157
	Plan Checking Services	\$1,743	\$0	\$949	\$0	\$1,780	\$1,780
	Investment Interest	\$75,636	\$148,465	\$82,771	\$148,177	\$112,556	\$113,682
	Sale of Scrap & Junk	\$689	\$8,265	\$43	\$8,265	\$0	\$0
	Judgments & Settlements			\$5,018	\$0	\$0	\$0
	Capital Contributions - Private Contribu	\$5,271,564	\$7,214,585	\$6,201,061	\$5,699,086	\$6,860,582	\$6,860,582
	Refinery Debt Capital Reserve	\$2,117,610	\$2,477,694	\$2,285,184	\$2,310,120	\$2,285,184	\$2,285,184
	Proceeds from Sales of Capital Assets	(\$38,180)	(\$31,933)	(\$709,044)	\$0	\$0	\$0
	Insurance Recoveries		\$5,259	\$0	\$0	\$0	\$0
	CENTRAL PUBLIC WORKS						
	Investment Interest	\$0					
	Gains (Losses) on Investments	(\$3,573)	\$32,953	\$0	\$0	\$0	\$0
	Other Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Interfund Loan Repayment Received	\$0	\$0	\$0	\$0	\$0	\$0
	WATER TREATMENT PLANT						
	ARRA Bonds Interest Subsidy Payment	\$661,357	\$655,839	\$644,382	\$655,839	\$612,868	\$590,728
	Equipment & Vehicle Leases (Long-Term)	\$20,210	\$20,816	\$19,650	\$20,816	\$22,137	\$22,580
	Contributions & Donations from Private S	\$3,083		\$50			

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
401	WATER FUND						
	WATER MAINTENANCE						
	Equipment & Vehicle Leases (Long-Term)	\$630	\$545	\$770	\$0	\$0	\$0
	Contributions & Donations from Private S			\$75			
	Meter Installation Fees	\$78,535	\$66,284	\$95,552	\$72,410	\$94,378	\$94,378
	City/Developer Fees Per Contract	\$0	\$0	\$0	\$0	\$0	\$0
	Large Water Service Inst Fees	\$0	\$0	\$0	\$0	\$0	\$0
	General Facilities Charges	\$232,607	\$214,057	\$304,783	\$223,332	\$272,565	\$272,565
	Total Fund 401	\$15,092,174	\$18,187,026	\$17,358,931	\$14,987,929	\$19,060,026	\$21,460,488

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
440	SEWER FUND						
	NON DEPARTMENTAL						
	Unreserved Fund Balance	\$0	\$0	\$0	\$1,425,111	\$2,285,073	(\$634,595)
	Sewer/Reclaimed Water Sales	\$4,210,420	\$4,313,819	\$4,487,990	\$4,416,317	\$5,194,423	\$5,246,367
	Sewer/Reclaimed Water Sales	\$26,037	\$28,068	\$27,858	\$27,394	\$25,462	\$25,716
	Investment Interest	\$5,201	\$54,224	\$31,968	\$0	\$79,419	\$80,214
	Sale of Scrap & Junk	\$0	\$0	\$0	\$0	\$0	\$0
	Judgments and Settlements	\$0	\$0	\$0	\$0	\$0	\$0
	Other	\$0	\$0	\$0	\$0	\$0	\$0
	Proceeds from Sales of Capital Assets			(\$27,349)			
	Insurance Recoveries		\$0	\$0	\$0	\$0	\$0
	PLANNING & COMMUNITY DEVELOPMENT						
	Special Assesments - Capital				\$0	\$0	\$0
	CENTRAL PUBLIC WORKS						
	Investment Interest	\$0	\$0	\$0	\$54,353	\$0	\$0
	Other Interest	\$33,227	\$30,512	\$27,333	\$0	\$0	\$0
	SEWER TREATMENT						
	Other Interest	\$1,266	\$0	\$0	\$0	\$0	\$0
	Contributions & Donations from Private S		\$51,275	\$50			
	Capital Contributions - Private Contribu	\$94,311	\$16,141	\$44,091	\$0	\$0	\$0
	City/Developer Fees Per Contract	\$0	\$0	\$0	\$0	\$0	\$0
	General Facilities Charges	\$732,505	\$922,748	\$1,281,549	\$785,320	\$812,048	\$820,168
	Proceeds from Sales of Capital Assets	(\$14,979)	(\$7,039)	(\$33,869)	\$0	\$0	\$0
	SEWAGE COLLECTION						
	Sewer/Reclaimed Water Sales	\$0	\$0	\$0	\$0	\$0	\$0
	Plan Checking Services	\$1,743	\$100	\$1,049	\$0	\$2,610	\$5,221

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
440	SEWER FUND						
	SEWAGE COLLECTION						
	Latecomer Hook-Up Fees	\$59,640	\$87,920	\$50,386	\$81,128	\$0	\$0
	Total Fund 440	\$5,149,370	\$5,497,769	\$5,891,057	\$6,789,623	\$8,399,035	\$5,543,091

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
445	STORM DRAINAGE FUND						
	NON DEPARTMENTAL						
	Unreserved Fund Balance	\$0	\$0	\$0	\$480,276	\$587,564	\$87,167
	Investment Interest	\$1,876	\$17,056	\$6,975	\$0	\$2,594	\$2,282
	STORM DRAINAGE SYSTEM						
	Department of Ecology	\$126,208	\$14,127	\$35,873	\$50,000	\$0	\$0
	Storm Drainage Services - Internal	\$16,008	\$16,008	\$16,075	\$16,141	\$20,415	\$20,619
	Storm Drainage Services	\$696,788	\$689,705	\$696,668	\$707,505	\$894,079	\$894,079
	Plan Checking Services	\$1,743	\$0	\$949	\$0	\$2,610	\$2,636
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Other Interest	\$1,549	\$943	\$0	\$0	\$0	\$0
	Contributions & Donations from Private S			\$151			
	Special Assessments-Capital	\$0	\$0	\$381	\$0	\$0	\$0
	Capital Contributions - Private Contribu	\$50,839	\$77,051	\$101,757	\$0	\$0	\$0
	General Facilities Charges	\$110,206	\$122,513	\$119,309	\$149,870	\$120,502	\$121,707
	Proceeds from Sales of Capital Assets	(\$2,540)	(\$4,219)	(\$3,599)	\$0	\$0	\$0
	Total Fund 445	\$1,002,678	\$933,184	\$974,538	\$1,403,792	\$1,627,765	\$1,128,491

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
450	SANITATION FUND						
	NON DEPARTMENTAL						
	Unreserved Fund Balance	\$0	\$0	\$0	\$264,110	\$202,110	\$123,054
	Investment Interest	\$2,860	\$25,218	\$11,033	\$0	\$11,258	\$11,371
	SANITATION SERVICES						
	Solid Waste Services	\$1,721,306	\$1,757,736	\$1,837,592	\$1,625,241	\$2,027,729	\$2,048,006
	Solid Waste Services - Roll on			\$0	\$241,000	\$0	\$0
	Solid Waste Services -Bags Retail	\$1,406	\$1,526	\$1,990	\$1,600	\$2,389	\$2,413
	Solid Waste Services -Bags WholeS	\$13,050	\$14,400	\$14,549	\$10,000	\$14,566	\$14,712
	Solid Waste Services -Interdepartmental	\$42,117	\$42,963	\$44,010	\$40,000	\$43,157	\$43,588
	Solid Waste Services -Recycling	\$260,873	\$262,868	\$427,540	\$707,616	\$729,063	\$739,998
	Solid Waste Services - Organics			\$141,444	\$431,460	\$399,359	\$405,349
	Plan Checking Services	\$1,743	\$0	\$949	\$0	\$2,636	\$2,663
	Investment Interest	\$5,895	\$3,930	\$1,965	\$0	\$0	\$0
	Contributions & Donations from Private S			\$25			
	Sale of Scrap & Junk	\$2,050	\$1,504	\$264	\$0	\$0	\$0
	Judgments & Settlements			\$20,000	\$0	\$0	\$0
	Total Fund 450	\$2,051,299	\$2,110,145	\$2,501,362	\$3,321,027	\$3,432,267	\$3,391,155

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
501	EQUIPMENT RENTAL FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$4,047	\$37,231	\$17,724	\$0	\$15,227	\$15,379
	Transfers In	\$0	\$0	\$52,912	\$645,667	\$0	\$0
	VEHICLE & EQUIPMENT FLEET						
	Unreserved Fund Balance	\$0	\$0	\$0	\$326,276	(\$680,604)	(\$593,209)
	EMS Grant for Ambulance		\$0	\$0	\$0	\$0	\$0
	Repair Services	\$1,360,106	\$1,637,140	\$1,627,290	\$1,974,298	\$2,493,197	\$2,493,197
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Proceeds from Sales of Capital Assets	(\$2,650)	\$0	\$0	\$0	\$0	\$0
	Proceeds from Sales of Capital Assets	\$9,640	(\$27,090)	\$12,501	\$0	\$0	\$0
	Compensation for Loss/Impairment of Capi	\$5,779	\$5,512	\$839	\$0	\$0	\$0
	Insurance Recoveries (non capital asset)		\$0	\$0	\$0	\$0	\$0
	Total Fund 501	\$1,376,922	\$1,652,793	\$1,711,267	\$2,946,240	\$1,827,819	\$1,915,366

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
611	FIREMEN'S PENSION FUND						
	NON DEPARTMENTAL						
	Investment Interest	\$256	\$2,473	\$1,176	\$0	\$2,327	\$2,350
	MEDIC/FIRE DEPARTMENT						
	Unassigned Fund Balance	\$0	\$0	\$0	\$6,550	\$5,529	\$5,411
	Real & Personal Property Tax	\$0	\$4,537	\$4,630	\$4,572	\$4,704	\$4,800
	Fire Insurance Premium Tax	\$18,676	\$20,682	\$20,187	\$20,187	\$21,439	\$21,439
	Investment Interest	\$0	\$0	\$0	\$0	\$0	\$0
	Total Fund 611	\$18,932	\$27,692	\$25,993	\$31,309	\$34,000	\$34,000

Account	Title	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
GRAND TOTAL		\$46,484,608	\$51,116,988	\$53,186,583	\$55,839,256	\$60,914,338	\$60,609,507

City of Anacortes
2017/2018 Budget
EXPENSE

* COUNCIL REVIEW *

Summary by Fund

Line		Fund/Department	2015 Actuals	2016 Actuals (Jan-Jun)	2016 Budget	2017 Budget Request	2018 Budget Request	2017/2018 Budget Request	Line
24	001	General Fund							24
25		110 LEGISLATIVE	276,083	164,895	263,448	246,342	274,129	520,471	25
26		120 EXECUTIVE	152,065	93,248	249,315	203,810	210,739	414,549	26
27		130 JUDICIAL	552,798	305,629	643,396	640,698	654,462	1,295,161	27
28		210 FINANCE DEPARTMENT	663,574	349,433	971,487	799,681	1,058,320	1,858,001	28
29		220 INFORMATION SYSTEMS	558,161	423,028	705,608	644,356	762,156	1,406,512	29
30		230 HUMAN RESOURCES	59,549	571,378	475,618	564,244	597,216	1,161,460	30
31		240 PLANNING & COMMUNITY DEVELOPMENT	818,496	430,678	1,074,312	1,218,277	1,205,873	2,424,150	31
32		250 LEGAL	308,780	177,087	361,545	379,257	442,855	822,112	32
33		260 COMMUNICATION SERVICES	0	0	0	0	0	0	33
34		310 POLICE DEPARTMENT	5,105,084	2,681,074	5,348,702	5,658,532	5,782,733	11,441,265	34
35		320 MEDIC/FIRE DEPARTMENT	1,810,206	951,327	1,874,321	2,137,781	2,080,966	4,218,747	35
36		450 MUSEUM DEPARTMENT	327,616	168,671	367,658	333,554	340,883	674,436	36
37		711 ADMINISTRATION/ENGINEERING	183,504	11,222	178,773	63,729	65,474	129,202	37
38		713 MUNICIPAL/COMMUNITY BUILDINGS	574,400	430,925	702,060	962,788	827,778	1,790,565	38
39		714 RESOURCE CONSERVATION	150	58,420	142,973	146,235	237,643	383,878	39
40								0	40
41		Subtotal General Fund		6,817,015	13,359,216	13,999,284	14,541,227	28,540,511	41
42								0	42
43	101	PARKS & RECREATION FUND	1,360,650	715,972	1,495,272	1,658,199	1,679,515	3,337,713	43
44	102	GRANDVIEW CEMETERY FUND	196,154	101,405	212,528	221,125	225,128	446,253	44
45	103	PUBLIC LIBRARY FUND	1,261,364	676,910	1,341,913	1,397,138	1,413,174	2,810,311	45
46	104	STREET MAINTENANCE FUND	1,731,262	826,093	2,133,702	2,184,013	2,229,823	4,413,836	46
47	105	ARTERIAL STREET CONSTRUCTION	1,159,872	235,308	1,013,587	654,177	467,975	1,122,152	47
48	106	ANACORTES TBD#1	206,811	0	285,160	299,056	598,112	897,168	48
49	107	WASHINGTON PARK FUND	253,330	123,857	246,721	262,603	255,918	518,521	49
50	108	PARKS CAPITAL IMPROVEMENT	82,397	77,198	725,000	115,000	125,000	240,000	50
51	110	AMBULANCE SERVICE FUND	3,051,929	1,672,322	2,883,655	3,226,474	3,368,319	6,594,793	51
52	112	DEVELOPMENT IMPACT FEE	127,320	0	0	0	0	0	52
53	113	ACFL MANAGEMENT FUND	364,818	46,624	38,768	27,866	28,213	56,078	53
54	135	TOURISM FUND	572,521	103,386	250,000	290,812	257,843	548,655	54
55	180	COMMUNITY DEVELOPMENT FUND	216,373	162,550	427,157	0	0	0	55
56	2xx	Debt Service	768,414	59,605	773,360	762,790	771,420	1,534,210	56
57	335	GROWTH MGMT CAPITAL IMPRV FUND	429,469	0	1,168,497	1,434,890	1,175,250	2,610,140	57
59	401	WATER FUND	12,918,995	4,882,561	14,943,899	19,060,026	21,460,488	40,520,515	59
60	440	SEWER FUND	4,298,932	2,691,628	6,569,473	8,399,035	5,543,091	13,942,127	60
61	445	STORM DRAINAGE FUND	1,327,951	526,291	1,227,672	1,627,765	1,128,490	2,756,255	61
62	450	SANITATION FUND	2,777,289	1,529,176	3,321,027	3,432,267	3,391,155	6,823,421	62
63	501	EQUIPMENT RENTAL FUND	1,440,390	1,499,730	2,946,240	1,827,819	1,915,366	3,743,186	63
64	611	FIREMEN'S PENSION FUND	37,792	25,922	31,309	34,000	34,000	68,000	64
65									65
			45,974,497	22,773,551	55,394,156	60,914,337	60,609,507	121,523,844	

Increase over prior year: 5,520,182

2017/2018 Budget Expenditure Summary

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
NON DEPARTMENTAL						
PCard Imports	\$200,000	\$72,000	\$90,000	\$0	\$0	\$0
Office & Operating Supplies	\$8,777	\$4,265	\$1,267			
Communication	\$52,816	\$48,231	\$48,572	\$0	\$0	\$0
Taxes & Operating Assessments	\$58,846	\$71,702	\$34,448	\$0	\$0	\$0
Operating Rentals & Leases	\$19,123	\$16,027	\$7,955			
Insurance	\$107,668	\$97,235	\$90,188	\$0	\$0	\$0
Miscellaneous	\$0	\$1,799	\$39	\$0	\$0	\$0
Intergovernmental Services	\$26,399	\$34,287	\$0			
Subtotal NON DEPARTMENTAL	\$473,629	\$345,546	\$272,468	\$0	\$0	\$0
LEGISLATIVE						
Salaries & Benefits	\$108,332	\$118,864	\$168,602	\$163,173	\$170,454	\$172,333
Office & Operating Supplies	\$1,845	\$787	\$6,822	\$5,852	\$5,103	\$5,154
Interfund Services	\$8,903	\$7,724	\$8,782	\$6,141	\$17,129	\$17,985
Professional Services	\$10,339	\$12,652	\$38,465	\$30,000	\$5,000	\$5,000
Communication	\$2,182	\$732	\$1,361	\$800	\$1,000	\$1,000
Travel & Training	\$354	\$2,053	\$3,611	\$8,200	\$4,000	\$4,000
Taxes & Operating Assessments				\$0	\$0	\$0
Operating Rentals & Leases		\$196	\$123	\$0	\$0	\$0
Intergovernmental Services	\$40,542	\$68,234	\$48,318	\$49,283	\$43,657	\$68,657
Subtotal LEGISLATIVE	\$172,497	\$211,242	\$276,083	\$263,448	\$246,342	\$274,129
EXECUTIVE						
Salaries & Benefits	\$166,810	\$181,473	\$138,512	\$154,519	\$165,518	\$172,042

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
Office & Operating Supplies	\$626	\$1,703	\$4,066	\$2,820	\$1,700	\$1,700
Interfund Services	\$5,064	\$5,347	\$4,935	\$7,876	\$8,092	\$8,496
Professional Services				\$80,000	\$25,000	\$25,000
Communication	\$894	\$898	\$1,056	\$1,000	\$1,000	\$1,000
Travel & Training	\$2,051	\$4,193	\$3,358	\$3,000	\$2,500	\$2,500
Operating Rentals & Leases	\$72	\$189	\$138	\$100	\$0	\$0
Subtotal EXECUTIVE	\$175,517	\$193,802	\$152,065	\$249,315	\$203,810	\$210,739
JUDICIAL						
Salaries & Benefits	\$189,448	\$207,722	\$439,688	\$465,288	\$472,101	\$484,067
Office & Operating Supplies	\$1,061	\$1,740	\$10,549	\$2,300	\$3,400	\$2,900
Small Tools & Minor Equipment		\$0				
Interfund Services	\$6,221	\$9,835	\$14,062	\$16,970	\$21,948	\$23,045
Professional Services	\$67,013	\$72,530	\$12,204	\$24,800	\$38,400	\$38,400
Communication	\$2,282	\$4,175	\$5,562	\$4,750	\$5,350	\$5,550
Travel & Training	\$683	\$707	\$2,784	\$5,400	\$5,500	\$5,500
Operating Rentals & Leases	\$1,689	\$1,919	\$816	\$0	\$0	\$0
Repairs & Maintenance	\$109	\$3	\$0	\$26,000	\$0	\$0
Miscellaneous	\$2,800	\$6,973	\$1,967	\$3,000	\$0	\$0
Intergovernmental Services	\$52,978	\$47,416	\$65,166	\$94,888	\$94,000	\$95,000
Subtotal JUDICIAL	\$324,285	\$353,020	\$552,798	\$643,396	\$640,698	\$654,462
FINANCE DEPARTMENT						
Fund Balances, Nonexpenditures & Transfe				\$261,610	\$160,000	\$406,896
Salaries & Benefits	\$512,506	\$581,844	\$559,066	\$587,659	\$507,284	\$517,542
Office & Operating Supplies	\$2,202	\$4,035	\$3,703	\$9,500	\$12,300	\$12,300
Interfund Services	\$20,418	\$16,891	\$22,998	\$27,342	\$29,309	\$30,775

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
Professional Services	\$66,241	\$74,254	\$69,722	\$78,000	\$79,000	\$79,000
Communication	(\$438)	\$2,131	\$4,339	\$3,000	\$5,044	\$5,044
Travel & Training	\$2,504	\$3,282	\$3,427	\$3,500	\$3,500	\$3,500
Taxes & Operating Assessments				\$377	\$0	\$0
Operating Rentals & Leases	\$722	\$479	\$318	\$500	\$2,850	\$2,850
Insurance	\$0	\$0		\$0	\$394	\$413
Repairs & Maintenance	\$0	\$0		\$0	\$0	\$0
Machinery & Equipment		\$572	\$0	\$0	\$0	\$0
Subtotal FINANCE DEPARTMENT	\$604,156	\$683,488	\$663,574	\$971,487	\$799,681	\$1,058,320
INFORMATION SYSTEMS						
Salaries & Benefits	\$279,277	\$277,462	\$284,369	\$309,054	\$409,372	\$429,343
Office & Operating Supplies	\$3,082	\$6,531	\$5,119	\$3,000	\$6,000	\$6,000
Small Tools & Minor Equipment	\$65,496	\$145,155	\$109,173	\$159,290	\$83,763	\$83,763
Professional Services	\$113,419	\$108,874	\$111,270	\$169,929	\$120,222	\$218,051
Communication	\$6,919	\$7,519	\$7,941	\$59,335	\$20,000	\$20,000
Travel & Training	\$2,254	\$871	\$1,309	\$2,000	\$2,000	\$2,000
Repairs & Maintenance	\$4,781	\$2,063	\$1,827	\$3,000	\$3,000	\$3,000
Machinery & Equipment		\$35,356	\$37,151	\$0	\$0	\$0
Subtotal INFORMATION SYSTEMS	\$475,227	\$583,831	\$558,161	\$705,608	\$644,356	\$762,156
HUMAN RESOURCES DEPARTMENT						
Salaries & Benefits	\$239,349	(\$27,309)	(\$2,748)	\$262,969	\$346,414	\$349,805
Office & Operating Supplies	\$13,698	\$13,924	\$4,267	\$7,770	\$6,300	\$6,325
Interfund Services	\$5,014	\$4,613	\$6,908	\$6,758	\$7,387	\$7,756
Professional Services	\$6,942	\$37,193	\$15,939	\$51,200	\$42,000	\$62,000
Communication	\$2,587	\$808	\$898	\$1,000	\$900	\$900

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
Travel & Training	\$5,554	\$7,133	\$9,805	\$10,225	\$4,225	\$4,225
Operating Rentals & Leases	\$589	\$868	\$665	\$750	\$350	\$375
Insurance				\$109,661	\$131,147	\$140,309
Intergovernmental Services	\$30,065	\$24,167	\$23,816	\$25,285	\$25,521	\$25,521
Subtotal HUMAN RESOURCES DEPARTMENT	\$303,800	\$61,397	\$59,549	\$475,618	\$564,244	\$597,216
PLANNING & COMMUNITY DEVELOPMENT						
Salaries & Benefits	\$458,132	\$485,240	\$570,818	\$735,806	\$844,078	\$863,513
Office & Operating Supplies	\$1,115	\$3,744	\$9,398	\$8,761	\$12,319	\$9,250
Interfund Services	\$13,405	\$15,986	\$18,084	\$23,804	\$35,467	\$36,975
Professional Services	\$25,185	\$108,449	\$146,415	\$223,235	\$171,000	\$162,000
Communication	\$2,517	\$3,553	\$4,339	\$3,450	\$5,905	\$5,905
Travel & Training	\$4,549	\$2,149	\$2,996	\$8,200	\$5,900	\$5,900
Taxes & Operating Assessments			\$16	\$0	\$0	\$0
Operating Rentals & Leases	\$1,214	\$2,781	\$2,699	\$0	\$66,000	\$66,000
Insurance					\$14,442	\$15,164
Utility Services					\$0	\$0
Repairs & Maintenance					\$22,000	\$0
Intergovernmental Services	\$60,579	\$69,611	\$63,731	\$71,056	\$41,166	\$41,166
Land & Land Improvments					\$0	\$0
Subtotal PLANNING & COMMUNITY DEVELOPMENT	\$566,695	\$691,513	\$818,496	\$1,074,312	\$1,218,277	\$1,205,873
LEGAL DEPARTMENT						
Salaries & Benefits	\$79,060	\$80,110	\$156,988	\$240,516	\$252,319	\$314,466
Office & Operating Supplies	\$9,653	\$7,941	\$9,549	\$7,000	\$7,450	\$8,150
Interfund Services	\$12,001	\$4,444	\$10,139	\$11,574	\$15,033	\$15,784
Professional Services	\$162,709	\$139,699	\$129,808	\$98,000	\$100,000	\$100,000

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
Communication		\$79	\$596	\$800	\$800	\$800
Travel & Training	\$43	\$0	\$1,149	\$3,055	\$3,055	\$3,055
Overtime	\$1,135	\$858	\$551	\$600	\$600	\$600
Subtotal LEGAL DEPARTMENT	\$264,601	\$233,131	\$308,780	\$361,545	\$379,257	\$442,855
POLICE DEPARTMENT						
Salaries & Benefits	\$3,315,301	\$3,335,117	\$3,683,610	\$3,796,520	\$3,980,089	\$4,030,613
Uniform Purchases		\$22,255	\$16,281	\$15,000	\$16,000	\$16,000
Office & Operating Supplies	\$53,444	\$22,467	\$24,191	\$31,250	\$29,650	\$30,150
Small Tools & Minor Equipment	\$2,856	\$24,668	\$35,948	\$39,000	\$26,900	\$26,900
Interfund Services	\$236,988	\$370,562	\$321,122	\$302,713	\$479,058	\$484,864
Professional Services	\$54,368	\$85,340	\$62,258	\$83,045	\$70,664	\$69,000
Communication	\$71,586	\$73,072	\$81,814	\$76,500	\$84,000	\$84,000
Travel & Training	\$28,740	\$32,308	\$36,303	\$38,000	\$38,000	\$38,000
Taxes & Operating Assessments			\$102	\$325	\$325	\$325
Operating Rentals & Leases	\$6,733	\$6,179	\$4,460	\$0	\$1,200	\$1,200
Insurance	\$32,364	\$30,261	\$28,733	\$34,044	\$39,932	\$42,583
Utility Services	\$37,613	\$39,050	\$43,216	\$40,000	\$42,000	\$42,000
Repairs & Maintenance	\$18,319	\$52,468	\$15,179	\$39,000	\$19,000	\$19,500
Miscellaneous	\$975	\$1,530	\$949	\$0	\$1,000	\$1,000
Intergovernmental Services - Jail Fees	\$278,666	\$621,678	\$750,919	\$743,305	\$830,713	\$881,599
Machinery & Equipment	\$0	\$0		\$110,000	\$0	\$15,000
Subtotal POLICE DEPARTMENT	\$4,137,952	\$4,716,954	\$5,105,084	\$5,348,702	\$5,658,532	\$5,782,733
MEDIC/FIRE						
Fund Balances, Nonexpenditures & Transfe					\$80,500	\$7,500
Salaries & Benefits	\$894,989	\$1,195,081	\$1,242,748	\$1,231,305	\$1,394,705	\$1,417,365

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
Salaries & Wages - Volunteers		\$2,772	\$2,886	\$7,200	\$3,000	\$5,000
Office & Operating Supplies	\$58,616	\$66,475	\$48,582	\$76,330	\$72,164	\$73,350
Small Tools & Minor Equipment	\$6,241	\$7,286	\$17,291	\$49,600	\$9,900	\$9,900
Interfund Services	\$197,893	\$155,765	\$237,503	\$165,764	\$267,423	\$269,038
Professional Services	\$34,283	\$73,770	\$60,442	\$118,802	\$93,925	\$70,065
Communication	\$2,118	\$5,169	\$13,164	\$10,000	\$10,000	\$40,000
Travel & Training	\$11,919	\$29,891	\$24,196	\$47,300	\$34,200	\$35,300
Operating Rentals & Leases	\$23,265	\$22,175	\$22,786	\$24,555	\$25,414	\$26,177
Insurance	\$2,876	\$2,675	\$2,764	\$2,871	\$3,011	\$3,162
Utility Services	\$19,971	\$20,439	\$16,978	\$20,400	\$20,400	\$21,165
Repairs & Maintenance	\$30,218	\$25,849	\$44,104	\$39,100	\$20,300	\$19,000
Miscellaneous	\$0	\$380	\$29	\$0	\$0	\$0
Intergovernmental Services	\$3,049	\$3,853	\$76,734	\$81,095	\$82,839	\$83,944
Buildings & Structures (Acquisition, Con	\$580,430	\$244,146	\$0	\$0	\$20,000	\$0
Machinery & Equipment			\$0	\$0	\$0	\$0
Subtotal MEDIC/FIRE	\$1,865,870	\$1,855,725	\$1,810,206	\$1,874,321	\$2,137,781	\$2,080,966
MUSEUM DEPARTMENT						
Salaries & Benefits	\$209,136	\$246,463	\$272,905	\$279,927	\$277,013	\$282,470
Office & Operating Supplies	\$8,859	\$6,042	\$6,109	\$7,500	\$7,300	\$7,500
Interfund Services	\$15,257	\$12,305	\$15,492	\$15,925	\$19,925	\$20,921
Professional Services	\$658	\$724	\$5,425	\$30,036	\$1,500	\$1,500
Communication	\$436	\$526	\$1,050	\$750	\$750	\$750
Travel & Training	\$912	\$2,266	\$2,293	\$3,170	\$1,500	\$1,500
Taxes & Operating Assessments			\$49	\$0	\$50	\$0
Operating Rentals & Leases	\$2,969	\$3,233	\$2,687	\$1,243	\$0	\$0

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
Insurance	\$5,701	\$5,528	\$5,568	\$5,846	\$7,515	\$7,891
Utility Services	\$10,022	\$10,539	\$10,136	\$10,200	\$10,500	\$10,850
Repairs & Maintenance	\$14,995	\$8,244	\$5,902	\$7,500	\$7,500	\$7,500
Machinery & Equipment				\$5,560	\$0	\$0
Subtotal MUSEUM DEPARTMENT	\$268,944	\$295,871	\$327,616	\$367,658	\$333,554	\$340,883
ENGINEERING PLANS & SERVICES						
Salaries & Benefits	\$24,120	\$19,229	\$0	\$0	\$0	\$0
Office & Operating Supplies	\$7,391	\$6,048	\$7,891	\$4,500	\$4,000	\$4,000
Interfund Services	\$49,765	\$25,853	\$36,826	\$44,693	\$50,429	\$52,174
Professional Services	\$0	\$40,404	\$123,934	\$118,680	\$0	\$0
Communication	\$5,455	\$6,747	\$7,810	\$7,000	\$7,000	\$7,000
Travel & Training	\$1,930	\$2,433	\$4,813	\$2,300	\$2,300	\$2,300
Operating Rentals & Leases	\$80	\$1,590	\$2,230	\$1,600	\$0	\$0
Subtotal ENGINEERING PLANS & SERVICES	\$88,741	\$102,303	\$183,504	\$178,773	\$63,729	\$65,474
MUNICIPAL/COMMUNITY BUILDINGS						
Salaries & Benefits	\$267,756	\$278,898	\$262,169	\$273,816	\$281,492	\$286,534
Office & Operating Supplies	\$9,233	\$9,529	\$13,972	\$19,010	\$20,200	\$15,500
Interfund Services	\$2,853	\$5,879	\$6,619	\$5,983	\$7,684	\$7,833
Professional Services	\$4,594	\$5,399	\$4,219	\$37,578	\$367,928	\$241,928
Communication		\$15	\$7	\$0	\$0	\$0
Travel & Training	\$50	\$0	\$337	\$500	\$500	\$500
Insurance	\$9,004	\$9,237	\$9,499	\$9,974	\$9,984	\$10,484
Utility Services	\$47,918	\$50,729	\$44,366	\$49,200	\$40,000	\$40,000
Repairs & Maintenance	\$47,250	\$183,188	\$232,930	\$101,000	\$40,000	\$40,000
Buildings & Structures (Acquisition, Con			\$280	\$205,000	\$195,000	\$185,000

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
001 GENERAL FUND						
Subtotal MUNICIPAL/COMMUNITY BUILDINGS	\$388,657	\$542,875	\$574,400	\$702,060	\$962,788	\$827,778
RESOURCE CONSERVATION						
Salaries & Benefits			\$150	\$106,792	\$109,600	\$111,776
Office & Operating Supplies				\$16,000	\$16,500	\$105,500
Interfund Services				\$4,181	\$4,635	\$4,866
Professional Services				\$0	\$0	\$0
Communication				\$15,000	\$15,000	\$15,000
Travel & Training				\$1,000	\$500	\$500
Machinery & Equipment				\$0	\$0	\$0
Subtotal RESOURCE CONSERVATION			\$150	\$142,973	\$146,235	\$237,643
WATER MAINTENANCE						
Salaries & Benefits	\$28,952					
Office & Operating Supplies	\$4,111					
Interfund Services	\$6,600					
Subtotal WATER MAINTENANCE	\$39,663					
Total GENERAL FUND	\$10,150,233	\$10,870,698	\$11,662,933	\$13,359,216	\$13,999,284	\$14,541,227

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
101 PARKS & RECREATION FUND						
NON DEPARTMENTAL						
Other Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal NON DEPARTMENTAL	\$0	\$0	\$0	\$0	\$0	\$0
PARKS & RECREATION						
Fund Balances, Nonexpenditures & Transfe	\$0					
Salaries & Benefits	\$854,924	\$915,320	\$956,779	\$989,379	\$1,034,206	\$1,120,287
Student Rec Wages			\$15,588	\$20,139	\$24,752	\$24,752
Office & Operating Supplies	\$135,335	\$138,589	\$146,745	\$139,900	\$144,350	\$144,200
Small Tools & Minor Equipment	\$807	\$1,986	\$1,138	\$1,750	\$1,802	\$500
Interfund Services	\$110,841	\$122,806	\$102,481	\$148,350	\$183,832	\$184,993
Professional Services	\$322	\$1,752	\$3,940	\$67,895	\$88,000	\$23,000
Communication	\$20,323	\$22,164	\$46,330	\$40,500	\$75,500	\$75,500
Travel & Training	\$1,041	\$1,372	\$1,611	\$3,000	\$3,000	\$3,000
Taxes & Operating Assessments	(\$3,039)	\$2,867	\$720	\$11,178	\$1,000	\$1,000
Operating Rentals & Leases	\$3,464	\$4,629	\$3,805	\$6,000	\$7,000	\$7,000
Insurance	\$7,800	\$8,298	\$9,971	\$10,681	\$9,756	\$10,283
Utility Services	\$44,207	\$43,011	\$47,803	\$32,000	\$47,500	\$47,500
Repairs & Maintenance	\$3,537	\$4,062	\$2,425	\$2,000	\$2,500	\$2,500
Miscellaneous	\$38,780	\$46,793	\$21,314	\$22,500	\$35,000	\$35,000
Other Interest & Debt Service Costs		\$126	\$0	\$0	\$0	\$0
Subtotal PARKS & RECREATION	\$1,218,341	\$1,313,773	\$1,360,650	\$1,495,272	\$1,658,199	\$1,679,515
Total PARKS & RECREATION FUND	\$1,218,341	\$1,313,773	\$1,360,650	\$1,495,272	\$1,658,199	\$1,679,515

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
102 GRANDVIEW CEMETERY FUND						
CEMETERY						
Salaries & Benefits	\$158,943	\$167,216	\$175,455	\$187,337	\$187,820	\$191,810
Office & Operating Supplies	\$2,075	\$9,167	\$1,739	\$6,000	\$2,000	\$2,000
Supplies Purchased for Inventory or Resa	\$1,575	\$2,655	\$2,803	\$2,000	\$2,500	\$2,500
Small Tools & Minor Equipment	\$0	\$1,039	\$514	\$1,000	\$1,000	\$1,000
Interfund Services	\$6,813	\$6,180	\$6,958	\$8,941	\$9,531	\$9,531
Professional Services	\$32	\$146	\$184	\$0	\$5,000	\$5,000
Communication		\$3	\$51	\$0	\$0	\$0
Travel & Training	\$0	\$4	\$0	\$0	\$0	\$0
Taxes & Operating Assessments	\$957	\$592	\$827	\$1,582	\$1,000	\$1,000
Operating Rentals & Leases	\$943	\$1,063	\$1,108	\$800	\$1,000	\$1,000
Insurance	\$240	\$252	\$256	\$269	\$274	\$288
Utility Services	\$5,228	\$5,942	\$6,259	\$4,600	\$6,000	\$6,000
Intergovernmental Services			\$0	\$0	\$0	\$0
Other Improvements	\$0	\$1,111	\$0	\$0	\$5,000	\$5,000
Subtotal CEMETERY	\$176,807	\$195,370	\$196,154	\$212,528	\$221,125	\$225,128
Total GRANDVIEW CEMETERY FUND	\$176,807	\$195,370	\$196,154	\$212,528	\$221,125	\$225,128

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
103 PUBLIC LIBRARY FUND						
PUBLIC LIBRARY						
Salaries & Benefits	\$860,986	\$893,517	\$950,629	\$1,009,538	\$1,023,096	\$1,045,179
Office & Operating Supplies	\$16,224	\$24,975	\$20,752	\$20,731	\$21,000	\$21,210
Supplies Purchased for Inventory or Resa	\$39,402	\$40,305	\$39,097	\$66,013	\$76,833	\$81,008
Interfund Services	\$87,797	\$84,276	\$96,835	\$113,285	\$120,709	\$126,744
Professional Services	\$33,962	\$41,274	\$36,163	\$51,793	\$68,000	\$49,735
Communication	\$9,070	\$3,217	\$7,968	\$8,588	\$9,500	\$9,785
Travel & Training	\$2,481	\$4,159	\$3,261	\$3,279	\$7,200	\$8,300
Taxes & Operating Assessments	\$14	\$27	\$3	\$440	\$100	\$0
Operating Rentals & Leases	\$5,695	\$5,579	\$2,215	\$1,698	\$1,698	\$0
Insurance	\$5,743	\$6,361	\$6,605	\$6,935	\$7,011	\$7,361
Utility Services	\$40,965	\$39,756	\$40,689	\$44,951	\$41,910	\$43,167
Repairs & Maintenance	\$10,692	\$58,553	\$57,145	\$14,662	\$20,081	\$20,683
Intergovernmental Services		\$100				
Subtotal PUBLIC LIBRARY	\$1,113,032	\$1,202,099	\$1,261,364	\$1,341,913	\$1,397,138	\$1,413,174
Total PUBLIC LIBRARY FUND	\$1,113,032	\$1,202,099	\$1,261,364	\$1,341,913	\$1,397,138	\$1,413,174

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
104 STREET MAINTENANCE FUND						
ADMINISTRATION						
Salaries & Benefits	\$23,983	\$24,909	\$25,563	\$24,064	\$23,231	\$23,524
Office & Operating Supplies	\$0	\$0	\$0	\$1,411	\$0	\$0
Interfund Services	\$10,227	\$7,886	\$12,771	\$10,546	\$17,925	\$18,821
Communication	\$839	\$903	\$1,049	\$866	\$0	\$0
Insurance	\$20,044	\$18,864	\$16,760	\$20,588	\$24,751	\$26,483
Subtotal ADMINISTRATION	\$55,092	\$52,563	\$56,143	\$57,475	\$65,907	\$68,828
ENGINEERING PLANS & SERVICES						
Salaries & Benefits	\$61,020	\$59,949	\$109,368	\$70,834	\$83,555	\$85,134
Professional Services	\$0	\$1,148	\$0	\$13,500	\$10,000	\$45,000
Travel & Training	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal ENGINEERING PLANS & SERVICES	\$61,020	\$61,097	\$109,368	\$84,334	\$93,555	\$130,134
STREET MAINT/CONST ACTIVITIES						
Salaries & Benefits	\$442,652	\$434,954	\$436,020	\$438,213	\$376,241	\$383,853
Supplies	\$9,927	\$8,998	\$8,364	\$10,000	\$10,000	\$10,000
Office & Operating Supplies	\$67,116	\$68,967	\$73,828	\$102,000	\$105,802	\$104,500
Interfund Services	\$144,487	\$146,255	\$206,213	\$140,532	\$241,908	\$241,908
Professional Services	\$75,848	\$1,014,956	\$419,867	\$1,127,000	\$1,126,000	\$1,126,000
Communication	(\$63)	\$0	\$0	\$0	\$0	\$0
Travel & Training	\$627	\$1,499	\$608	\$0	\$500	\$500
Taxes & Operating Assessments	(\$88)	\$0	\$298	\$48	\$0	\$0
Utility Services	\$259,254	\$217,695	\$290,769	\$170,600	\$160,600	\$160,600
Repairs & Maintenance	\$0	\$9,364	\$128,791	\$3,500	\$3,500	\$3,500
Miscellaneous	\$0		\$994	\$0	\$0	\$0
Machinery & Equipment			\$0			

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
104 STREET MAINTENANCE FUND						
Subtotal STREET MAINT/CONST ACTIVITIES	\$999,760	\$1,902,686	\$1,565,752	\$1,991,893	\$2,024,551	\$2,030,861
Total STREET MAINTENANCE FUND	\$1,115,872	\$2,016,346	\$1,731,262	\$2,133,702	\$2,184,013	\$2,229,823

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
105 ARTERIAL STREET CONSTRUCTION						
NON DEPARTMENTAL						
Prior Period Adjustment		(\$30,000)				
Subtotal NON DEPARTMENTAL		(\$30,000)				
ENGINEERING PLANS & SERVICES						
Salaries & Benefits	\$81,650	\$78,288	\$52,688	\$86,081	\$98,927	\$100,725
Travel & Training	\$11	\$0	\$0	\$0	\$1,000	\$1,000
Other Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal ENGINEERING PLANS & SERVICES	\$81,661	\$78,288	\$52,688	\$86,081	\$99,927	\$101,725
STREET MAINT/CONST ACTIVITIES						
Taxes & Operating Assessments	\$0	(\$53)	\$0	\$6	\$0	\$0
Other Improvements	\$1,861,175	\$729,156	\$1,107,184	\$927,500	\$554,250	\$366,250
Subtotal STREET MAINT/CONST ACTIVITIES	\$1,861,175	\$729,102	\$1,107,184	\$927,506	\$554,250	\$366,250
Total ARTERIAL STREET CONSTRUCTION	\$1,942,836	\$777,391	\$1,159,872	\$1,013,587	\$654,177	\$467,975

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
106 ANACORTES TBD#1						
ADMINISTRATION						
Fund Balances, Nonexpenditures & Transfe			\$204,311	\$285,160	\$299,056	\$598,112
Insurance			\$2,500	\$0	\$0	\$0
Subtotal ADMINISTRATION			\$206,811	\$285,160	\$299,056	\$598,112
Total ANACORTES TBD#1			\$206,811	\$285,160	\$299,056	\$598,112

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
107 WASHINGTON PARK FUND						
PARKS & RECREATION						
Salaries & Benefits	\$147,477	\$159,671	\$180,648	\$168,384	\$173,186	\$176,426
Office & Operating Supplies	\$17,881	\$30,097	\$30,492	\$17,500	\$30,000	\$30,000
Supplies Purchased for Inventory or Resa	\$3,574	\$7,781	\$2,180	\$4,500	\$4,500	\$4,500
Interfund Services	\$5,101	\$9,025	\$4,572	\$11,687	\$11,406	\$11,406
Professional Services	\$16,145	\$3,314	\$3,990	\$22,500	\$15,000	\$5,000
Travel & Training	\$156	\$156	\$250	\$500	\$500	\$500
Taxes & Operating Assessments	\$7,426	\$1,660	\$1,186	\$1,200	\$1,500	\$1,500
Insurance				\$0	\$1,511	\$1,587
Utility Services	\$21,557	\$26,186	\$27,549	\$20,000	\$20,000	\$20,000
Repairs & Maintenance	\$0	\$0	\$2,463			
Miscellaneous	\$0	\$0	\$0	\$0	\$5,000	\$5,000
Intergovernmental Services	\$405	\$0	\$0	\$450	\$0	\$0
Buildings & Structures (Acquisition, Con	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal PARKS & RECREATION	\$219,722	\$237,888	\$253,330	\$246,721	\$262,603	\$255,918
Total WASHINGTON PARK FUND	\$219,722	\$237,888	\$253,330	\$246,721	\$262,603	\$255,918

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
108 PARKS CAPITAL IMPROVEMENT						
PARKS & RECREATION						
Interfund Services			\$5,615			
Professional Services	\$510	\$0	\$1,211	\$0	\$0	\$0
Taxes & Operating Assessments	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlays	\$265,849	\$13,588	\$75,572	\$725,000	\$115,000	\$125,000
Subtotal PARKS & RECREATION	\$266,359	\$13,588	\$82,397	\$725,000	\$115,000	\$125,000
Total PARKS CAPITAL IMPROVEMENT	\$266,359	\$13,588	\$82,397	\$725,000	\$115,000	\$125,000

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
110 AMBULANCE SERVICE FUND						
MEDIC/FIRE DEPARTMENT						
Salaries & Benefits	\$2,260,365	\$2,136,983	\$2,088,450	\$2,026,052	\$2,042,639	\$2,078,870
Salaries & Wages - Volunteers		\$6,170	\$1,421	\$3,000	\$3,000	\$4,000
Office & Operating Supplies	\$81,313	\$49,924	\$78,191	\$96,000	\$98,000	\$112,000
Interfund Services	\$58,363	\$111,672	\$84,221	\$120,228	\$152,177	\$154,920
Professional Services	\$39,863	\$73,692	\$47,476	\$45,000	\$45,000	\$45,000
Communication	\$28,166	\$25,365	\$12,028	\$23,760	\$23,760	\$24,700
Travel & Training	\$4,150	\$6,874	\$7,041	\$9,200	\$10,600	\$10,200
Taxes & Operating Assessments	(\$32)	\$94	(\$1,552)	\$190	\$2,000	\$2,000
Operating Rentals & Leases				\$0	\$0	\$0
Insurance	\$1,554	\$1,406	\$1,301	\$1,598	\$1,938	\$2,074
Repairs & Maintenance	\$2,326	\$2,675	\$14,315	\$4,800	\$5,500	\$5,800
Miscellaneous	\$487,312	\$583,178	\$711,984	\$546,938	\$841,859	\$841,859
INTERGOVERNMENTAL SERVICES	\$6,823	\$8,990	\$7,052	\$11,688	\$0	\$0
Machinery & Equipment	\$0	\$0			\$0	\$86,896
Subtotal MEDIC/FIRE DEPARTMENT	\$2,970,202	\$3,007,022	\$3,051,929	\$2,888,455	\$3,226,474	\$3,368,319
Total AMBULANCE SERVICE FUND	\$2,970,202	\$3,007,022	\$3,051,929	\$2,888,455	\$3,226,474	\$3,368,319

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
112 DEVELOPMENT IMPACT FEE						
NON DEPARTMENTAL						
Transfer out Road Impact Fee	\$0	\$0	\$8,320	\$0	\$0	\$0
Trnsfer out Park Impact Fee			\$119,000		\$0	\$0
Subtotal NON DEPARTMENTAL	\$0	\$0	\$127,320	\$0	\$0	\$0
Total DEVELOPMENT IMPACT FEE	\$0	\$0	\$127,320	\$0	\$0	\$0

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
113 ACFL MANAGEMENT FUND						
PARKS & RECREATION						
Salaries & Benefits	\$16,542	\$17,586	\$17,816	\$18,342	\$18,766	\$19,113
Office & Operating Supplies	\$0	\$1,164	\$0	\$0	\$0	\$0
Interfund Services			\$18,829	\$11,326	\$0	\$0
Professional Services	\$25,569	\$35,323	\$13,008	\$8,000	\$8,000	\$8,000
Communication		\$172				
Taxes & Operating Assessments	\$182	\$646	\$1,268	\$1,100	\$1,100	\$1,100
Repairs & Maintenance	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous		\$79				
Land & Land Improvements	\$1,266	\$122,550	\$313,896	\$0	\$0	\$0
Subtotal PARKS & RECREATION	\$43,558	\$177,519	\$364,818	\$38,768	\$27,866	\$28,213
Total ACFL MANAGEMENT FUND	\$43,558	\$177,519	\$364,818	\$38,768	\$27,866	\$28,213

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
135 TOURISM FUND						
PLANNING & COMMUNITY DEVELOPMENT						
Office & Operating Supplies					\$1,500	\$1,500
Professional Services	\$213,409	\$226,333	\$250,685	\$250,000	\$286,500	\$253,500
Insurance					\$612	\$643
Utility Services	\$805	\$812	\$540		\$1,200	\$1,200
Repairs & Maintenance					\$1,000	\$1,000
Land & Land Improvements			\$321,296	\$0	\$0	\$0
Other Improvements					\$0	\$0
Subtotal PLANNING & COMMUNITY DEVELOPMENT	\$214,215	\$227,145	\$572,521	\$250,000	\$290,812	\$257,843
Total TOURISM FUND	\$214,215	\$227,145	\$572,521	\$250,000	\$290,812	\$257,843

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
180 COMMUNITY DEVELOPMENT FUND						
NON DEPARTMENTAL						
Prior Period Adjustment		\$30,000				
Subtotal NON DEPARTMENTAL		\$30,000				
PLANNING & COMMUNITY DEVELOPMENT						
Fund Balances, Nonexpenditures & Transfe	\$98,919	\$40,000	\$0	\$0	\$0	\$0
Salaries & Benefits	\$55,647	\$41,123	\$64,855	\$121,845	\$0	\$0
Office & Operating Supplies	\$40	\$1,057	\$689	\$2,011	\$0	\$0
Interfund Services				\$1,289	\$0	\$0
Professional Services	\$29,452	\$58,616	\$67,003	\$203,000	\$0	\$0
Communication	\$0	\$0	\$0	\$0	\$0	\$0
Travel & Training	\$7,727	\$975	\$255	\$500	\$0	\$0
Taxes & Operating Assessments	\$416	\$527	\$413	\$430	\$0	\$0
Operating Rentals & Leases	\$45,178	\$64,934	\$66,879	\$66,000	\$0	\$0
Insurance	\$18,906	\$16,886	\$13,837	\$14,528	\$0	\$0
Utility Services	\$561	\$501	\$420	\$475	\$0	\$0
Repairs & Maintenance	\$622	\$8,538	\$2,023	\$17,080	\$0	\$0
Land & Land Improvmnts				\$0	\$0	\$0
Other Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal PLANNING & COMMUNITY DEVELOPMENT	\$257,468	\$233,158	\$216,373	\$427,157	\$0	\$0
Total COMMUNITY DEVELOPMENT FUND	\$257,468	\$263,158	\$216,373	\$427,157	\$0	\$0

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
200 2000 GO BOND DEBT SVC LIBRARY						
PUBLIC LIBRARY						
Debt Service Principal	\$370,000	\$380,000	\$400,000	\$420,000	\$430,000	\$450,000
Debt Service: Interest & Related Costs	\$133,587	\$119,710	\$105,160	\$89,160	\$72,990	\$56,220
Subtotal PUBLIC LIBRARY	\$503,587	\$499,710	\$505,160	\$509,160	\$502,990	\$506,220
Total 2000 GO BOND DEBT SVC LIBRARY	\$503,587	\$499,710	\$505,160	\$509,160	\$502,990	\$506,220

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
209 2009 GO REFUNDING BOND						
POLICE DEPARTMENT						
Debt Service Principal	\$210,000	\$215,000	\$225,000	\$235,000	\$240,000	\$255,000
Debt Service: Interest & Related Costs	\$53,401	\$47,102	\$38,254	\$29,200	\$19,800	\$10,200
Subtotal POLICE DEPARTMENT	\$263,401	\$262,102	\$263,254	\$264,200	\$259,800	\$265,200
Total 2009 GO REFUNDING BOND	\$263,401	\$262,102	\$263,254	\$264,200	\$259,800	\$265,200

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
335 GROWTH MGMT CAPITAL IMPRV FUND						
ADMINISTRATION						
Fund Balances, Nonexpenditures & Transfe	\$65,000	\$250,000	\$293,350	\$840,997	\$621,250	\$585,250
Fund Balances, Nonexpenditures & Transfe	\$10,000	\$522,500	\$136,119	\$327,500	\$813,640	\$590,000
Debt Service Principal	\$21,378	\$2,546	\$0	\$0	\$0	\$0
Debt Service: Interest & Related Costs	\$239	\$25	\$0	\$0	\$0	\$0
Subtotal ADMINISTRATION	\$96,617	\$775,071	\$429,469	\$1,168,497	\$1,434,890	\$1,175,250
Total GROWTH MGMT CAPITAL IMPRV FUND	\$96,617	\$775,071	\$429,469	\$1,168,497	\$1,434,890	\$1,175,250

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
401 WATER FUND						
NON DEPARTMENTAL						
Transfers out	(\$76,126)	\$3,818,563	\$4,921,940	\$44,030	\$0	\$0
Salaries & Benefits	\$0					
Pension Expense			(\$37,363)		\$0	\$0
Capital Outlays	\$0	\$0				
Land & Land Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Buildings & Structures (Acquisition, Con	\$0	\$0	\$0	\$0	\$0	\$0
Other Improvements	\$33,502	(\$33,609)	\$41,218	\$1,253,897	\$5,224,000	\$7,896,000
Machinery & Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal NON DEPARTMENTAL	(\$42,623)	\$3,784,954	\$4,925,796	\$1,297,927	\$5,224,000	\$7,896,000
ADMINISTRATION						
Salaries & Benefits	\$165,592	\$159,779	\$135,303	\$141,955	\$162,928	\$166,587
Office & Operating Supplies	\$4,443	\$6,844	\$5,425	\$8,000	\$0	\$0
Interfund Services	\$648,062	\$601,093	\$687,732	\$623,099	\$739,986	\$744,302
Professional Services	\$142,066	\$51,137	\$439,083	\$403,190	\$436,000	\$100,000
Communication	\$1,758	\$1,447	\$11,410	\$12,050	\$0	\$0
Travel & Training	\$3,525	\$3,361	\$1,034	\$6,200	\$2,000	\$2,000
Taxes & Operating Assessments	\$600,731	\$752,040	\$683,941	\$788,203	\$841,532	\$900,439
Miscellaneous	\$0	\$887	\$2,853	\$0	\$0	\$0
Debt Service Principal	\$0	\$0	\$0	\$3,586,455	\$3,661,455	\$3,746,455
Debt Service: Debt Issue & Related Costs	\$2,566,723	\$2,811,041	\$2,727,956	\$2,660,873	\$2,563,706	\$2,452,493
Subtotal ADMINISTRATION	\$4,132,901	\$4,387,629	\$4,694,736	\$8,230,025	\$8,407,607	\$8,112,277
ENGINEERING PLANS & SERVICES						
Salaries & Benefits	\$356,103	\$339,586	\$246,337	\$284,839	\$313,711	\$320,647
Professional Services	\$7,120	\$25,511	\$21,365	\$13,500	\$10,000	\$10,000

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
401 WATER FUND						
Travel & Training	\$0	\$0	\$411	\$0	\$1,500	\$1,500
Operating Rentals & Leases	\$0					
Subtotal ENGINEERING PLANS & SERVICES	\$363,222	\$365,097	\$268,112	\$298,339	\$325,211	\$332,147
WATER TREATMENT PLANT						
Salaries & Benefits	\$1,179,249	\$1,277,772	\$1,301,416	\$1,352,562	\$1,508,017	\$1,546,248
Office & Operating Supplies	\$108,450	\$131,099	\$129,979	\$151,030	\$186,820	\$186,820
Fuel Consumed	\$101	\$145	\$37	\$300	\$300	\$300
Supplies Purchased for Resale	\$422,605	\$508,055	\$358,811	\$463,964	\$463,600	\$463,600
Small Tools & Minor Equipment	\$1,382	\$2,265	\$1,597	\$3,500	\$4,850	\$5,000
Interfund Services	\$106,535	\$38,763	\$48,715	\$223,190	\$212,669	\$212,669
Professional Services	\$58,089	\$271,706	\$180,544	\$85,580	\$119,255	\$119,655
Communication	\$10,713	\$10,876	\$10,943	\$10,110	\$14,450	\$14,750
Travel & Training	\$8,908	\$5,404	\$8,447	\$7,840	\$7,840	\$8,240
Taxes & Operating Assessments			\$24,791	\$0	\$0	\$0
Operating Rentals & Leases	\$260	\$794	\$546	\$0	\$3,000	\$3,000
Insurance	\$50,091	\$41,576	\$46,522	\$34,477	\$49,205	\$51,665
Utility Services	\$1,006,724	\$908,229	\$1,145,946	\$1,028,300	\$1,086,400	\$1,086,400
Repairs & Maintenance	\$95,780	\$113,812	\$232,595	\$571,800	\$185,000	\$162,500
Intergovernmental Services	\$13,626	\$14,839	\$13,366	\$15,140	\$15,421	\$17,533
Subtotal WATER TREATMENT PLANT	\$3,062,513	\$3,325,334	\$3,504,253	\$3,947,793	\$3,856,828	\$3,878,380
WATER MAINTENANCE						
Salaries & Benefits	\$647,092	\$696,920	\$755,203	\$789,294	\$740,676	\$754,765
Office & Operating Supplies	\$73,498	\$97,776	\$187,375	\$124,037	\$136,500	\$116,500
Small Tools & Minor Equipment	\$3,063	\$4,076	\$4,758	\$5,000	\$3,750	\$3,750
Interfund Services	\$142,660	\$78,073	\$128,534	\$128,824	\$171,316	\$171,316

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
401 WATER FUND						
Professional Services	\$2,079	\$2,680	\$2,418	\$10,600	\$26,450	\$18,600
Communication	\$3,787	\$4,344	\$4,598	\$4,950	\$4,950	\$4,950
Travel & Training	\$2,736	\$1,706	\$1,489	\$2,500	\$2,500	\$2,500
Operating Rentals & Leases	\$779	\$0	\$0	\$0	\$0	\$0
Insurance	\$105,908	\$96,147	\$89,352	\$109,141	\$130,738	\$139,802
Utility Services	\$4,656	\$5,935	\$6,322	\$3,500	\$3,500	\$3,500
Repairs & Maintenance	\$3,512	\$2,002	\$6,367	\$16,000	\$16,000	\$16,000
Buildings & Structures (Acquisition, Con	\$0	\$0	\$0	\$0	\$0	\$0
Other Improvements	(\$15,044)	(\$1,701)	\$40,885	\$20,000	\$10,000	\$10,000
Subtotal WATER MAINTENANCE	\$974,726	\$987,960	\$1,227,301	\$1,213,846	\$1,246,380	\$1,241,684
Total WATER FUND	\$8,490,738	\$12,850,974	\$14,620,198	\$14,987,929	\$19,060,026	\$21,460,488

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
440 SEWER FUND						
NON DEPARTMENTAL						
Transfers out	\$905,157	\$909,304	\$2,477,679	\$220,150	\$0	\$0
Salaries & Benefits	\$412	\$896	\$0	\$0	\$0	\$0
Pension Expense			(\$32,042)		\$0	\$0
Buildings & Structures (Acquisition, Con	\$0	\$0	\$48			
Other Improvements	(\$2,066)	\$9,100	(\$17,392)	\$1,075,000	\$2,918,000	\$1,077,000
Machinery & Equipment	\$17,218	\$30,842	\$37,471	\$1,606,836	\$1,350,000	\$309,000
Subtotal NON DEPARTMENTAL	\$920,720	\$950,142	\$2,465,763	\$2,901,986	\$4,268,000	\$1,386,000
ADMINISTRATION						
Salaries & Benefits	\$81,878	\$85,513	\$79,595	\$94,031	\$107,673	\$109,506
Office & Operating Supplies		\$2,460	\$3,372	\$1,661	\$0	\$0
Interfund Services	\$182,625	\$209,465	\$35,133	\$44,836	\$49,173	\$51,632
Professional Services	\$8,870	\$8,703	\$10,839	\$0	\$0	\$0
Communication				\$9,000	\$0	\$0
Taxes & Operating Assessments	\$227,271	\$242,927	\$241,782	\$250,000	\$270,016	\$272,716
Insurance	\$32,176	\$31,150	\$30,395	\$34,720	\$38,009	\$40,317
Miscellaneous	\$0	\$6,919	\$190	\$0	\$0	\$0
Debt Service Principal	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service: Interest & Related Costs	\$109,577	\$0	\$0	\$0	\$0	\$0
Subtotal ADMINISTRATION	\$642,397	\$587,138	\$401,306	\$434,248	\$464,872	\$474,171
ENGINEERING PLANS & SERVICES						
Salaries & Benefits	\$204,867	\$202,769	\$227,726	\$316,540	\$346,735	\$354,208
Interfund Services	\$4,863	\$2,000	\$176,522	\$225,486	\$268,282	\$268,282
Professional Services	\$15,865	\$15,660	\$12,272	\$0	\$0	\$0
Travel & Training	\$855	\$0	\$411	\$0	\$0	\$0

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
440 SEWER FUND						
Subtotal ENGINEERING PLANS & SERVICES	\$226,450	\$220,429	\$416,930	\$542,027	\$615,016	\$622,490
SEWER TREATMENT						
Salaries & Benefits	\$1,441,314	\$1,476,107	\$1,531,782	\$1,579,824	\$1,621,560	\$1,654,995
Office & Operating Supplies	\$329,077	\$272,072	\$314,062	\$331,950	\$350,400	\$350,400
Fuel Consumed	\$28,634	\$31,544	\$15,917	\$31,500	\$31,500	\$31,500
Small Tools & Minor Equipment	\$1,749	\$2,319	\$2,063	\$2,500	\$2,500	\$2,500
Interfund Services	\$60,787	\$24,995	\$14,290	\$34,020	\$54,691	\$54,691
Professional Services	\$43,323	\$110,651	\$52,938	\$102,855	\$106,734	\$70,900
Communication	\$10,545	\$10,769	\$22,110	\$12,700	\$26,500	\$26,500
Travel & Training	\$10,987	\$11,564	\$4,147	\$25,000	\$7,500	\$7,500
Operating Rentals & Leases	\$3,672	\$2,794	\$0	\$0	\$0	\$0
Utility Services	\$246,039	\$240,823	\$234,559	\$248,100	\$248,500	\$248,500
Repairs & Maintenance	\$57,639	\$17,223	\$36,915	\$54,600	\$54,600	\$54,600
Intergovernmental Services	\$21,380	\$29,037	\$27,935	\$29,750	\$29,700	\$29,700
Subtotal SEWER TREATMENT	\$2,255,145	\$2,229,899	\$2,256,717	\$2,452,799	\$2,534,184	\$2,531,785
SEWAGE COLLECTION						
Salaries & Benefits	\$157,106	\$172,150	\$174,041	\$333,126	\$327,137	\$338,670
Office & Operating Supplies	\$8,439	\$20,334	\$4,245	\$13,100	\$18,750	\$18,750
Interfund Services	\$180,220	\$77,240	\$45,570	\$108,337	\$164,726	\$164,726
Professional Services	\$581	\$869	\$1,649	\$1,000	\$1,850	\$2,000
Communication	\$4,000	\$3,470	\$3,568	\$3,000	\$3,000	\$3,000
Travel & Training	\$0	\$0	\$1,950	\$0	\$1,500	\$1,500
Subtotal SEWAGE COLLECTION	\$350,347	\$274,062	\$231,023	\$458,563	\$516,963	\$528,646
Total SEWER FUND	\$4,395,060	\$4,261,671	\$5,771,739	\$6,789,623	\$8,399,035	\$5,543,091

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
445 STORM DRAINAGE FUND						
NON DEPARTMENTAL						
Transfers out	\$290,753	\$294,682	\$730,968	\$176,120	\$0	\$0
Pension Expense			(\$9,397)		\$0	\$0
Machinery & Equipment		\$0				
Subtotal NON DEPARTMENTAL	\$290,753	\$294,682	\$721,571	\$176,120	\$0	\$0
ADMINISTRATION						
Salaries & Benefits	\$53,113	\$59,913	\$55,483	\$60,063	\$77,073	\$78,580
Office & Operating Supplies		\$2,460	\$3,049	\$1,411	\$0	\$0
Interfund Services	\$31,187	\$41,808	\$10,130	\$0	\$0	\$0
Professional Services	\$0	\$33,683	\$37,422	\$35,000	\$15,000	\$15,000
Communication		\$348	\$10,395	\$10,000	\$10,000	\$10,000
Miscellaneous		\$610	\$30	\$0	\$0	\$0
Intergovernmental Services	(\$14,667)	\$48,184	\$24,236	\$42,500	\$42,500	\$42,500
Subtotal ADMINISTRATION	\$69,632	\$187,005	\$140,744	\$148,974	\$144,573	\$146,080
ENGINEERING PLANS & SERVICES						
Salaries & Benefits	\$263,083	\$306,748	\$322,376	\$284,163	\$311,975	\$317,358
Professional Services	\$0	\$0	\$5,015	\$30,000	\$18,000	\$18,000
Travel & Training	\$0	\$1,306	\$411	\$0	\$1,500	\$1,500
Operating Rentals & Leases	\$0	\$0				
Capital Outlays	\$0	\$0				
Subtotal ENGINEERING PLANS & SERVICES	\$263,083	\$308,054	\$327,802	\$314,163	\$331,475	\$336,858
STREET MAINT/CONST ACTIVITIES						
Salaries & Benefits	\$69,305	\$65,322	\$71,096	\$78,069	\$80,081	\$81,544
Interfund Services	\$18,104	\$16,146	\$112,376	\$55,004	\$79,935	\$79,935

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
445 STORM DRAINAGE FUND						
Subtotal STREET MAINT/CONST ACTIVITIES	\$87,409	\$81,468	\$183,472	\$133,072	\$160,016	\$161,479
STORM DRAINAGE SYSTEM						
Salaries & Benefits	\$243,039	\$197,771	\$233,795	\$319,911	\$388,341	\$397,659
Office & Operating Supplies	\$0	\$0				
Interfund Services	\$10,632	\$9,483	\$100,897	\$77,851	\$111,961	\$65,015
Professional Services	\$9,449	\$9,294	\$26,201	\$13,900	\$10,400	\$10,400
Travel & Training	\$597	\$168	\$4,645	\$1,000	\$2,000	\$2,000
Taxes & Operating Assessments	\$13,749	\$11,994	\$12,370	\$12,800	\$0	\$0
Repairs & Maintenance	\$3,280	\$4,788	\$5,959	\$6,000	\$9,000	\$9,000
Miscellaneous	\$0					
Intergovernmental Services		\$0				
Capital Outlays	(\$8,950)	\$0	\$467	\$200,000	\$470,000	\$0
Interest on Interfund Debt	\$5,895	\$3,930	\$1,965	\$0	\$0	\$0
Subtotal STORM DRAINAGE SYSTEM	\$277,691	\$237,428	\$386,300	\$631,462	\$991,702	\$484,074
Total STORM DRAINAGE FUND	\$988,568	\$1,108,637	\$1,759,889	\$1,403,792	\$1,627,765	\$1,128,490

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
450 SANITATION FUND						
NON DEPARTMENTAL						
Prior Period Adjustment	\$11,151	\$12,002	\$420,431	\$0	\$0	\$0
Pension Expense			(\$8,635)		\$0	\$0
Machinery & Equipment		\$0				
Subtotal NON DEPARTMENTAL	\$11,151	\$12,002	\$411,796	\$0	\$0	\$0
SANITATION SERVICES						
Salaries & Benefits	\$570,236	\$590,832	\$580,062	\$609,396	\$688,732	\$702,191
Office & Operating Supplies	\$2,632	\$349,492	\$15,847	\$12,811	\$11,400	\$11,400
Supplies Purchased for Inventory or Resa	\$0	\$4,772	\$4,743	\$5,000	\$5,000	\$5,000
Interfund Services	\$261,614	\$726,313	\$494,612	\$775,259	\$750,094	\$750,395
Professional Services	\$30,088	\$37,069	\$11,544	\$46,000	\$53,000	\$33,000
Communication	\$4,540	\$4,692	\$12,726	\$13,000	\$13,200	\$13,200
Travel & Training	\$451	\$0	\$220	\$200	\$200	\$200
Taxes & Operating Assessments	\$35,748	\$32,899	\$45,045	\$64,264	\$64,264	\$64,264
Operating Rentals & Leases	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,526	\$1,407	\$1,374	\$1,597	\$1,877	\$2,004
Utility Services	\$1,071,315	\$1,003,026	\$1,457,843	\$1,773,500	\$1,781,500	\$1,781,500
Miscellaneous	\$0	\$1,470	\$131	\$0	\$0	\$0
Intergovernmental Services	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlays	\$17,567	\$16,353	\$138,224	\$20,000	\$63,000	\$28,000
Subtotal SANITATION SERVICES	\$1,995,717	\$2,768,326	\$2,762,372	\$3,321,027	\$3,432,267	\$3,391,155
Total SANITATION FUND	\$2,006,868	\$2,780,328	\$3,174,168	\$3,321,027	\$3,432,267	\$3,391,155

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
501 EQUIPMENT RENTAL FUND						
NON DEPARTMENTAL						
Prior Period Adjustment	\$453,058	\$488,124	\$741,982	\$0	\$0	\$0
Pension Expense			(\$5,360)		\$0	\$0
Subtotal NON DEPARTMENTAL	\$453,058	\$488,124	\$736,622	\$0	\$0	\$0
VEHICLE & EQUIPMENT FLEET						
Salaries & Benefits	\$340,523	\$356,263	\$356,670	\$362,231	\$372,065	\$380,831
Office & Operating Supplies	\$3,656	\$5,924	\$6,566	\$7,330	\$8,350	\$8,525
Fuel Consumed	\$292,365	\$334,427	\$220,336	\$300,000	\$250,000	\$275,000
Small Tools & Minor Equipment	\$6,371	\$11,033	\$6,522	\$10,300	\$13,300	\$11,500
Interfund Services	\$75,192	\$86,487	\$84,132	\$103,863	\$118,682	\$119,235
Professional Services	\$9,703	\$6,743	\$8,710	\$24,700	\$49,650	\$49,300
Communication	\$3,224	\$3,226	\$3,086	\$2,800	\$3,700	\$3,700
Travel & Training	\$2,179	\$3,335	\$3,187	\$4,300	\$6,000	\$6,000
Taxes & Operating Assessments	\$1,518	\$63	\$217	\$68	\$0	\$0
Operating Rentals & Leases	\$3,213	\$938	\$929	\$1,200	\$0	\$0
Insurance	\$31,533	\$33,437	\$35,797	\$37,681	\$40,072	\$42,076
Utility Services	\$18,585	\$17,671	\$11,360	\$26,600	\$28,000	\$28,000
Repairs & Maintenance	\$171,649	\$208,180	\$209,157	\$231,000	\$233,000	\$254,200
Miscellaneous	\$0					
Capital Outlays	\$876	\$5,930	\$3,465	\$1,628,800	\$705,000	\$737,000
Buildings & Structures (Acquisition, Con				\$205,367	\$0	\$0
Subtotal VEHICLE & EQUIPMENT FLEET	\$960,589	\$1,073,656	\$950,136	\$2,946,240	\$1,827,819	\$1,915,366
Total EQUIPMENT RENTAL FUND	\$1,413,646	\$1,561,780	\$1,686,758	\$2,946,240	\$1,827,819	\$1,915,366

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
611 FIREMEN'S PENSION FUND						
MEDIC/FIRE DEPARTMENT						
Salaries & Benefits	\$25,164	\$25,965	\$26,642	\$26,309	\$29,000	\$29,000
Professional Services	\$0	\$0	\$11,150	\$5,000	\$5,000	\$5,000
Subtotal MEDIC/FIRE DEPARTMENT	\$25,164	\$25,965	\$37,792	\$31,309	\$34,000	\$34,000
Total FIREMEN'S PENSION FUND	\$25,164	\$25,965	\$37,792	\$31,309	\$34,000	\$34,000

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
GRAND TOTAL	\$37,872,295	\$44,428,234	\$50,496,161	\$55,839,256	\$60,914,337	\$60,609,507

Capital Expenditure Funding Sources

		REET 1	REET 2	Impact Fees Parks	Impact Fees Streets
Balance Forward @ 12/31/16		\$ 907,601	\$ 1,348,422	\$ 241,370	\$ 514,389
<u>2017 Budgeted Expenditures</u>					
713	MUNICIPAL/COMMUNITY BUILDINGS	\$ 495,000	\$ -	\$ -	\$ -
320	FIRE	\$ 20,000	\$ -	\$ -	\$ -
104	STREET MAINTENANCE FUND	\$ -	\$ 450,000	\$ -	\$ -
105	ARTERIAL STREET CONSTRUCTION	\$ 56,250	\$ 353,640	\$ -	\$ -
108	PARKS CAPITAL IMPROVEMENT	\$ 50,000	\$ 10,000	\$ -	\$ -
Total		\$ 621,250	\$ 813,640	\$ -	\$ -
2017 Budgeted Revenue		\$ 567,333	\$ 567,333	\$ 83,040	\$ 111,960
Balance Forward @ 12/31/17		\$ 853,684	\$ 1,102,115	\$ 324,410	\$ 626,349
<u>2018 Budgeted Expenditures</u>					
104	STREET MAINTENANCE FUND	\$ -	\$ 250,000	\$ -	\$ -
105	ARTERIAL STREET CONSTRUCTION	\$ 56,250	\$ 310,000	\$ -	\$ -
108	PARKS CAPITAL IMPROVEMENT	\$ 65,000	\$ 30,000	\$ -	\$ -
713	MUNICIPAL/COMMUNITY BUILDINGS	\$ 375,000	\$ -	\$ -	\$ -
714	RESOURCE CONSERVATION	\$ 89,000	\$ -	\$ -	\$ -
Total		\$ 585,250	\$ 590,000	\$ -	\$ -
2018 Budgeted Revenue		\$ 567,333	\$ 567,333	\$ 83,040	\$ 111,960
Balance Forward @ 12/31/18		\$ 835,767	\$ 1,079,448	\$ 407,450	\$ 738,309



City of Anacortes, Washington
Proposed 2017/2018 Biennial Budget

Appendix A:
Salary Schedules

IAFF 1537

2017 Wages per Collective Bargaining Agreement

2018 Wages have not yet been negotiated

2017 Wage Schedule 2% Wage Increase						
Firefighter	Grade 12F1	Step 1	Step 2	Step 3	Step 4	Step 5
12 hour shift	Monthly	6,009.34	6,189.62	6,375.30	6,566.56	6,763.56
	Hourly	28.81	29.67	30.56	31.48	32.43
	Call Back	52.00	53.56	55.17	56.83	58.53
	Overtime	43.22	44.51	45.85	47.22	48.64
	Annual	72,112.02	74,275.38	76,503.65	78,798.76	81,162.72
Firefighter	Grade 24F1	Step 1	Step 2	Step 3	Step 4	Step 5
24 hour shift	Monthly	6,009.34	6,189.62	6,375.30	6,566.56	6,763.56
	Hourly	27.65	28.48	29.33	30.21	31.12
	Call Back	52.00	53.56	55.17	56.83	58.53
	Overtime	41.48	42.72	44.00	45.32	46.68
	Annual	72,112.02	74,275.38	76,503.65	78,798.76	81,162.72
Lieutenant	Grade F2	Step 1	Step 2	Step 3		
	Monthly	7,147.32	7,361.74	7,582.59		
	Hourly	32.89	33.87	34.89		
	Call Back	61.85	63.71	65.62		
	Overtime	49.33	50.81	52.33		
	Annual	85767.87	88340.91	90991.13		

Anacortes Police Guild- Commissioned
 2017 Wages per Collective Bargaining Agreement
 2018 Wages have not yet been negotiated

2017 Wage Schedule 2% Wage Increase							
GRADE	CLASSIFICATION	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
13	Police Officer	5,452.94	5,698.32	5,954.75	6,222.71	6,502.73	6,827.87
14	Corporal	6,964.43	7,103.72				
15	Sergeant	7,371.83	7,611.42	7,858.79			
MONTHLY, HOURLY, OVERTIME, ANNUAL WAGES							
GRADE	CLASSIFICATION	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
13	MONTHLY	5,452.94	5,698.32	5,954.75	6,222.71	6,502.73	6,827.87
	HOURLY	31.46	32.87	34.35	35.90	37.52	39.39
	OVERTIME	47.19	49.31	51.53	53.85	56.27	59.09
	ANNUAL	65,435.29	68,379.88	71,456.98	74,672.54	78,032.80	81,934.44
14	MONTHLY	6,964.43	7,103.72				
	HOURLY	40.18	40.98				
	OVERTIME	60.27	61.47				
	ANNUAL	83,573.13	85,244.60				
15	MONTHLY	7,371.83	7,611.42	7,858.79			
	HOURLY	42.53	43.91	45.34			
	OVERTIME	63.79	65.87	68.01			
	ANNUAL	88,461.97	91,336.99	94,305.44			
13	Police Officer	4.5% between steps, except 5% between step 5 and 6					
14	Corporal	2.0% between steps					
15	Sergeant	3.25% between steps					

Anacortes Police Guild- Non Commissioned
 2017 Wages per Collective Bargaining Agreement
 2018 Wages have not yet been negotiated

2017 Non Commissioned Police Guild Wage Schedule																		
2.5% COLA Adjustment to Wage Scale		Monthly Rate	1.03					Hourly Rate						Annual Salary				
Position	3.0% between each step	Step 1	Step 2	Step 3	Step 4	Step 5		Step 1	Step 2	Step 3	Step 4	Step 5		Step 1	Step 2	Step 3	Step 4	Step 5
	Level NC1	3,888.00	4,004.64	4,124.78	4,248.52	4,375.98	NC1	22.43	23.10	23.80	24.51	25.25	NC1	\$46,655.98	\$48,055.66	\$49,497.33	\$50,982.25	\$52,511.71
Clerk	Level NC2	4,002.72	4,122.80	4,246.48	4,373.88	4,505.09	NC2	23.10	23.80	24.51	25.25	26.00	NC2	\$48,032.59	\$49,473.57	\$50,957.78	\$52,486.51	\$54,061.11
	Level NC3	4,120.88	4,244.50	4,371.84	4,502.99	4,638.08	NC3	23.80	24.51	25.25	26.00	26.78	NC3	\$49,450.51	\$50,934.02	\$52,462.04	\$54,035.91	\$55,656.98
Records Support	Level NC4	4,242.58	4,369.86	4,500.95	4,635.98	4,775.06	NC4	24.51	25.25	26.00	26.78	27.59	NC4	\$50,910.96	\$52,438.29	\$54,011.44	\$55,631.78	\$57,300.74
	Level NC5	4,367.94	4,498.97	4,633.94	4,772.96	4,916.15	NC5	25.25	26.00	26.78	27.59	28.41	NC5	\$52,415.23	\$53,987.68	\$55,607.32	\$57,275.53	\$58,993.80
	Level NC6	4,497.05	4,631.96	4,770.92	4,914.05	5,061.47	NC6	26.00	26.78	27.59	28.41	29.27	NC6	\$53,964.62	\$55,583.56	\$57,251.07	\$58,968.60	\$60,737.66
Community Service Officer	Level NC7	4,630.04	4,768.94	4,912.01	5,059.37	5,211.15	NC7	26.78	27.59	28.41	29.27	30.15	NC7	\$55,560.50	\$57,227.31	\$58,944.13	\$60,712.46	\$62,533.83
	Level NC8	4,767.02	4,910.03	5,057.33	5,209.05	5,365.32	NC8	27.59	28.41	29.27	30.15	31.05	NC8	\$57,204.25	\$58,920.38	\$60,687.99	\$62,508.63	\$64,383.89
	Level NC9	4,908.11	5,055.35	5,207.01	5,363.22	5,524.12	NC9	28.41	29.27	30.15	31.05	31.98	NC9	\$58,897.32	\$60,664.24	\$62,484.16	\$64,358.69	\$66,289.45
	Level NC10	5,053.43	5,205.03	5,361.19	5,522.02	5,687.68	NC10	29.27	30.15	31.05	31.98	32.94	NC10	\$60,641.17	\$62,460.41	\$64,334.22	\$66,264.25	\$68,252.17

Teamster Local 231
Contract negotiations underway for 2017-2018-2019
2016 Wage schedule provided

1/1/2016 2.25% COLA Adjustment to Wage Scale		Monthly Rate					Hourly Rate					Annual Salary				
Position	3.0% between each level															
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
	Level T1	3,230.19	3,327.09	3,426.90	3,529.71	3,635.60	T1	18.64	19.19	19.77	20.36	T1	\$38,762.23	\$39,925.09	\$41,122.85	\$42,356.53
	Level T2	3,327.09	3,426.90	3,529.71	3,635.60	3,744.67	T2	19.19	19.77	20.36	20.97	T2	\$39,925.09	\$41,122.85	\$42,356.53	\$43,627.23
Custodian; Department Secretary I	Level T3	3,426.90	3,529.71	3,635.60	3,744.67	3,857.01	T3	19.77	20.36	20.97	21.60	T3	\$41,122.85	\$42,356.53	\$43,627.23	\$44,936.04
	Level T4	3,529.71	3,635.60	3,744.67	3,857.01	3,972.72	T4	20.36	20.97	21.60	22.25	T4	\$42,356.53	\$43,627.23	\$44,936.04	\$46,284.13
Permit Tech I	Level T5	3,635.60	3,744.67	3,857.01	3,972.72	4,091.90	T5	20.97	21.60	22.25	22.92	T5	\$43,627.23	\$44,936.04	\$46,284.13	\$47,672.65
Accounting Technician I; Court Clerk	Level T6	3,744.67	3,857.01	3,972.72	4,091.90	4,214.66	T6	21.60	22.25	22.92	23.61	T6	\$44,936.04	\$46,284.13	\$47,672.65	\$49,102.83
	Level T7	3,857.01	3,972.72	4,091.90	4,214.66	4,341.10	T7	22.25	22.92	23.61	24.32	T7	\$46,284.13	\$47,672.65	\$49,102.83	\$50,575.91
Department Secretary II	Level T8	3,972.72	4,091.90	4,214.66	4,341.10	4,471.33	T8	22.92	23.61	24.32	25.04	T8	\$47,672.65	\$49,102.83	\$50,575.91	\$52,093.19
	Level T9	4,091.90	4,214.66	4,341.10	4,471.33	4,605.47	T9	23.61	24.32	25.04	25.80	T9	\$49,102.83	\$50,575.91	\$52,093.19	\$53,655.99
WTP OIT, WWTP OIT	Level T10	4,214.66	4,341.10	4,471.33	4,605.47	4,743.64	T10	24.32	25.04	25.80	26.57	T10	\$50,575.91	\$52,093.19	\$53,655.99	\$55,265.67
Administrative Assistant	Level T11	4,341.10	4,471.33	4,605.47	4,743.64	4,885.95	T11	25.04	25.80	26.57	27.37	T11	\$52,093.19	\$53,655.99	\$55,265.67	\$56,923.64
Accounting Technician II; Permit Technician II	Level T12	4,471.33	4,605.47	4,743.64	4,885.95	5,032.52	T12	25.80	26.57	27.37	28.19	T12	\$53,655.99	\$55,265.67	\$56,923.64	\$58,631.35
Engineering Technician I; Land Use Permit Manager; Park Maintenance Worker; PW Inspector; Recreation Coordinator; Sanitation Worker; Street/Sewer Worker; Water Maintenance Worker; Water Utilities Worker; WTP I; WWTP I; WTP Instrumentation Maintenance Technician	Level T13	4,605.47	4,743.64	4,885.95	5,032.52	5,183.50	T13	26.57	27.37	28.19	29.03	T13	\$55,265.67	\$56,923.64	\$58,631.35	\$60,390.29
	Level T14	4,743.64	4,885.95	5,032.52	5,183.50	5,339.00	T14	27.37	28.19	29.03	29.90	T14	\$56,923.64	\$58,631.35	\$60,390.29	\$62,201.99
Building Inspector; Engineering Technician II	Level T15	4,885.95	5,032.52	5,183.50	5,339.00	5,499.17	T15	28.19	29.03	29.90	30.80	T15	\$58,631.35	\$60,390.29	\$62,201.99	\$64,068.05
Equipment Mechanic; WTP II; WWTP II	Level T16	5,032.52	5,183.50	5,339.00	5,499.17	5,664.15	T16	29.03	29.90	30.80	31.73	T16	\$60,390.29	\$62,201.99	\$64,068.05	\$65,990.10
	Level T17	5,183.50	5,339.00	5,499.17	5,664.15	5,834.07	T17	29.90	30.80	31.73	32.68	T17	\$62,201.99	\$64,068.05	\$65,990.10	\$67,969.80
Building Plans Examiner; Engineering Technician III; GIS Coordinator I; Park Maintenance Foreperson	Level T18	5,339.00	5,499.17	5,664.15	5,834.07	6,009.10	T18	30.80	31.73	32.68	33.66	T18	\$64,068.05	\$65,990.10	\$67,969.80	\$70,008.89
WTP III; WWTP III	Level T19	5,499.17	5,664.15	5,834.07	6,009.10	6,189.37	T19	31.73	32.68	33.66	34.67	T19	\$65,990.10	\$67,969.80	\$70,008.89	\$72,109.16
	Level T20	5,664.15	5,834.07	6,009.10	6,189.37	6,375.05	T20	32.68	33.66	34.67	35.71	T20	\$67,969.80	\$70,008.89	\$72,109.16	\$74,272.43
	Level T21	5,834.07	6,009.10	6,189.37	6,375.05	6,566.30	T21	33.66	34.67	35.71	36.78	T21	\$70,008.89	\$72,109.16	\$74,272.43	\$76,500.61
Engineering Technician IV; GIS Coordinator II; Senior Planner; WTP IV	Level T22	6,009.10	6,189.37	6,375.05	6,566.30	6,763.29	T22	34.67	35.71	36.78	37.88	T22	\$72,109.16	\$74,272.43	\$76,500.61	\$78,795.63
	Level T23	6,189.37	6,375.05	6,566.30	6,763.29	6,966.19	T23	35.71	36.78	37.88	39.02	T23	\$74,272.43	\$76,500.61	\$78,795.63	\$81,159.49
	Level T24	6,375.05	6,566.30	6,763.29	6,966.19	7,175.18	T24	36.78	37.88	39.02	40.19	T24	\$76,500.61	\$78,795.63	\$81,159.49	\$83,594.28
	Level T25	6,566.30	6,763.29	6,966.19	7,175.18	7,390.43	T25	37.88	39.02	40.19	41.40	T25	\$78,795.63	\$81,159.49	\$83,594.28	\$86,102.11

Non Union Employees

Wage increases typically align with Teamster Local 231

2016 Wage schedule provided

2016 Non Union Salary Schedule- updated 12/11/15																			
2.25% COLA Adjustment to Wage Scale		Monthly Rate	1.03		Hourly Rate										Annual Salary				
Position	3.0% between each level	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5			
Library Assistant I	Level M1	2,443.04	2,516.33	2,591.82	2,669.58	2,749.66	M1	14.09	14.52	14.95	15.40	15.86	M1	29,316.48	30,195.97	31,101.85	32,034.91	32,995.96	33,985.84
	Level M2	2,516.33	2,591.82	2,669.58	2,749.66	2,832.15	M2	14.52	14.95	15.40	15.86	16.34	M2	30,195.97	31,101.85	32,034.91	32,995.96	33,985.84	35,005.41
	Level M3	2,591.82	2,669.58	2,749.66	2,832.15	2,917.12	M3	14.95	15.40	15.86	16.34	16.83	M3	31,101.85	32,034.91	32,995.96	33,985.84	35,005.41	36,055.57
	Level M4	2,669.58	2,749.66	2,832.15	2,917.12	3,004.63	M4	15.40	15.86	16.34	16.83	17.33	M4	32,034.91	32,995.96	33,985.84	35,005.41	36,055.57	37,137.24
	Level M5	2,749.66	2,832.15	2,917.12	3,004.63	3,094.77	M5	15.86	16.34	16.83	17.33	17.85	M5	32,995.96	33,985.84	35,005.41	36,055.57	37,137.24	38,251.36
Library Assistant II; Museum Curator; Museum Educator; Museum Administrative Assistant	Level M6	2,832.15	2,917.12	3,004.63	3,094.77	3,187.61	M6	16.34	16.83	17.33	17.85	18.39	M6	33,985.84	35,005.41	36,055.57	37,137.24	38,251.36	
	Level M7	2,917.12	3,004.63	3,094.77	3,187.61	3,283.24	M7	16.83	17.33	17.85	18.39	18.94	M7	35,005.41	36,055.57	37,137.24	38,251.36	39,398.90	
	Level M8	3,004.63	3,094.77	3,187.61	3,283.24	3,381.74	M8	17.33	17.85	18.39	18.94	19.51	M8	36,055.57	37,137.24	38,251.36	39,398.90	40,580.86	
	Level M9	3,094.77	3,187.61	3,283.24	3,381.74	3,483.19	M9	17.85	18.39	18.94	19.51	20.10	M9	37,137.24	38,251.36	39,398.90	40,580.86	41,798.29	
	Level M10	3,187.61	3,283.24	3,381.74	3,483.19	3,587.69	M10	18.39	18.94	19.51	20.10	20.70	M10	38,251.36	39,398.90	40,580.86	41,798.29	43,052.24	
Library Administrative Support	Level M11	3,283.24	3,381.74	3,483.19	3,587.69	3,695.32	M11	18.94	19.51	20.10	20.70	21.32	M11	39,398.90	40,580.86	41,798.29	43,052.24	44,343.81	
	Level M12	3,381.74	3,483.19	3,587.69	3,695.32	3,806.18	M12	19.51	20.10	20.70	21.32	21.96	M12	40,580.86	41,798.29	43,052.24	44,343.81	45,674.12	
	Level M13	3,483.19	3,587.69	3,695.32	3,806.18	3,920.36	M13	20.10	20.70	21.32	21.96	22.62	M13	41,798.29	43,052.24	44,343.81	45,674.12	47,044.34	
	Level M14	3,587.69	3,695.32	3,806.18	3,920.36	4,037.97	M14	20.70	21.32	21.96	22.62	23.30	M14	43,052.24	44,343.81	45,674.12	47,044.34	48,455.67	
	Level M15	3,695.32	3,806.18	3,920.36	4,037.97	4,159.11	M15	21.32	21.96	22.62	23.30	23.99	M15	44,343.81	45,674.12	47,044.34	48,455.67	49,909.34	
Library Circulation Team Leader	Level M16	3,806.18	3,920.36	4,037.97	4,159.11	4,283.89	M16	21.96	22.62	23.30	23.99	24.71	M16	45,674.12	47,044.34	48,455.67	49,909.34	51,406.63	
	Level M17	3,920.36	4,037.97	4,159.11	4,283.89	4,412.40	M17	22.62	23.30	23.99	24.71	25.46	M17	47,044.34	48,455.67	49,909.34	51,406.63	52,948.82	
	Level M18	4,037.97	4,159.11	4,283.89	4,412.40	4,544.77	M18	23.30	23.99	24.71	25.46	26.22	M18	48,455.67	49,909.34	51,406.63	52,948.82	54,537.29	
	Level M19	4,159.11	4,283.89	4,412.40	4,544.77	4,681.12	M19	23.99	24.71	25.46	26.22	27.01	M19	49,909.34	51,406.63	52,948.82	54,537.29	56,173.41	
	Level M20	4,283.89	4,412.40	4,544.77	4,681.12	4,821.55	M20	24.71	25.46	26.22	27.01	27.82	M20	51,406.63	52,948.82	54,537.29	56,173.41	57,858.61	
Human Resource Generalist; Executive Secretary, Legal Assistant	Level M21	4,412.40	4,544.77	4,681.12	4,821.55	4,966.20	M21	25.46	26.22	27.01	27.82	28.65	M21	52,948.82	54,537.29	56,173.41	57,858.61	59,594.37	
	Level M22	4,544.77	4,681.12	4,821.55	4,966.20	5,115.18	M22	26.22	27.01	27.82	28.65	29.51	M22	54,537.29	56,173.41	57,858.61	59,594.37	61,382.20	
	Level M23	4,681.12	4,821.55	4,966.20	5,115.18	5,268.64	M23	27.01	27.82	28.65	29.51	30.40	M23	56,173.41	57,858.61	59,594.37	61,382.20	63,223.66	
	Level M24	4,821.55	4,966.20	5,115.18	5,268.64	5,426.70	M24	27.82	28.65	29.51	30.40	31.31	M24	57,858.61	59,594.37	61,382.20	63,223.66	65,120.37	
	Level M25	4,966.20	5,115.18	5,268.64	5,426.70	5,589.50	M25	28.65	29.51	30.40	31.31	32.25	M25	59,594.37	61,382.20	63,223.66	65,120.37	67,073.99	
Accountant	Level M26	5,115.18	5,268.64	5,426.70	5,589.50	5,757.18	M26	29.51	30.40	31.31	32.25	33.21	M26	61,382.20	63,223.66	65,120.37	67,073.99	69,086.21	
	Level M27	5,268.64	5,426.70	5,589.50	5,757.18	5,929.90	M27	30.40	31.31	32.25	33.21	34.21	M27	63,223.66	65,120.37	67,073.99	69,086.21	71,158.79	
	Level M28	5,426.70	5,589.50	5,757.18	5,929.90	6,107.80	M28	31.31	32.25	33.21	34.21	35.24	M28	65,120.37	67,073.99	69,086.21	71,158.79	73,293.56	
	Level M29	5,589.50	5,757.18	5,929.90	6,107.80	6,291.03	M29	32.25	33.21	34.21	35.24	36.29	M29	67,073.99	69,086.21	71,158.79	73,293.56	75,492.36	
	Level M30	5,757.18	5,929.90	6,107.80	6,291.03	6,479.76	M30	33.21	34.21	35.24	36.29	37.38	M30	69,086.21	71,158.79	73,293.56	75,492.36	77,757.13	
Parks Operations Manager; Public Works Supervisor; Records Services Manager; Capital Project Coordinator	Level M31	5,929.90	6,107.80	6,291.03	6,479.76	6,674.15	M31	34.21	35.24	36.29	37.38	38.50	M31	71,158.79	73,293.56	75,492.36	77,757.13	80,089.85	
	Level M32	6,107.80	6,291.03	6,479.76	6,674.15	6,874.38	M32	35.24	36.29	37.38	38.50	39.66	M32	73,293.56	75,492.36	77,757.13	80,089.85	82,492.54	
	Level M33	6,291.03	6,479.76	6,674.15	6,874.38	7,080.61	M33	36.29	37.38	38.50	39.66	40.85	M33	75,492.36	77,757.13	80,089.85	82,492.54	84,967.32	
	Level M34	6,479.76	6,674.15	6,874.38	7,080.61	7,293.03	M34	37.38	38.50	39.66	40.85	42.08	M34	77,757.13	80,089.85	82,492.54	84,967.32	87,516.34	
	Level M35	6,674.15	6,874.38	7,080.61	7,293.03	7,511.62	M35	38.50	39.66	40.85	42.08	43.34	M35	80,089.85	82,492.54	84,967.32	87,516.34	90,141.83	
PW Operations Manager; Waste Water Treatment Manager; Information Systems Manager; Planning Manager	Level M36	6,874.38	7,080.61	7,293.03	7,511.62	7,737.17	M36	39.66	40.85	42.08	43.34	44.64	M36	82,492.54	84,967.32	87,516.34	90,141.83	92,846.08	
	Level M37	7,080.61	7,293.03	7,511.62	7,737.17	7,969.29	M37	40.85	42.08	43.34	44.64	45.98	M37	84,967.32	87,516.34	90,141.83	92,846.08	95,631.47	
	Level M38	7,293.03	7,511.62	7,737.17	7,969.29	8,208.37	M38	42.08	43.34	44.64	45.98	47.36	M38	87,516.34	90,141.83	92,846.08	95,631.47	98,500.41	
	Level M39	7,511.62	7,737.17	7,969.29	8,208.37	8,454.62	M39	43.34	44.64	45.98	47.36	48.78	M39	90,141.83	92,846.08	95,631.47	98,500.41	101,455.42	
	Level M40	7,737.17	7,969.29	8,208.37	8,454.62	8,708.26	M40	44.64	45.98	47.36	48.78	50.24	M40	92,846.08	95,631.47	98,500.41	101,455.42	104,499.08	
Water Treatment Manager City Engineer; Division Fire Chief Asst. Fire Chief; Police Captain; Asst. Public Works Director; Public Defender	Level M41	7,969.29	8,208.37	8,454.62	8,708.26	8,968.81	M41	45.98	47.36	48.78	50.24	51.75	M41	95,631.47	98,500.41	101,455.42	104,499.08		
	Level M42	8,208.37	8,454.62	8,708.26	8,968.81	9,239.86	M42	47.36	48.78	50.24	51.75	53.31	M42	98,500.41	101,455.42	104,499.08			
	Level M43	8,454.62	8,708.26	8,968.81	9,239.86	9,516.91	M43	48.78	50.24	51.75	53.31	54.92	M43	101,455.42	104,499.08				
	Level M44	8,708.26	8,968.81	9,239.86	9,516.91	9,800.06	M44	50.24	51.75	53.31	54.92	56.58	M44	104,499.08					
	Level M45	8,968.81	9,239.86	9,516.91	9,800.06	10,090.21	M45	51.75	53.31	54.92	56.58	58.28	M45	107,543.63					

Department Heads

2017 Wages have not been determined, typically similar to Teamster Local 231 wage increase.

2016 Wages provided

<u>title</u>	<u>2016 monthly</u>
MUSEUM DIRECTOR	5,794.17
CITY ATTORNEY	8,500.00
LIBRARY DIRECTOR	7,290.48
ADMINISTRATIVE SERVICES DIRECTOR	9,215.51
PARK/REC/DIRECTOR	8,433.71
FIRE CHIEF	9,823.05
FIN DIR/CLERK-TREASURER	8,943.19
POLICE CHIEF	9,823.05
DIRECTOR OF PUBLIC WORKS	9,823.05
DIRECTOR OF PLANNING & COMMUNITY DEVT	9,215.51

Mayor & City Council

Mayor's wage increase is tied to the Social Security COLA. 2017 COLA determination has not been announced as of 10/7/2016.

2016 Range provided

2016 Salary Range for Mayor	
\$88,767.13	\$107,006.95
	2.71%
Step 1	\$ 88,767.13
Step 2	\$ 91,168.84
Step 3	\$ 93,635.54
Step 4	\$ 96,168.97
Step 5	\$ 98,770.95
Step 6	\$ 101,443.33
Step 7	\$ 104,188.01
Step 8	\$ 107,006.95

City Council

Monthly Stipend	
2016	\$ 1,200.00



City of Anacortes, Washington

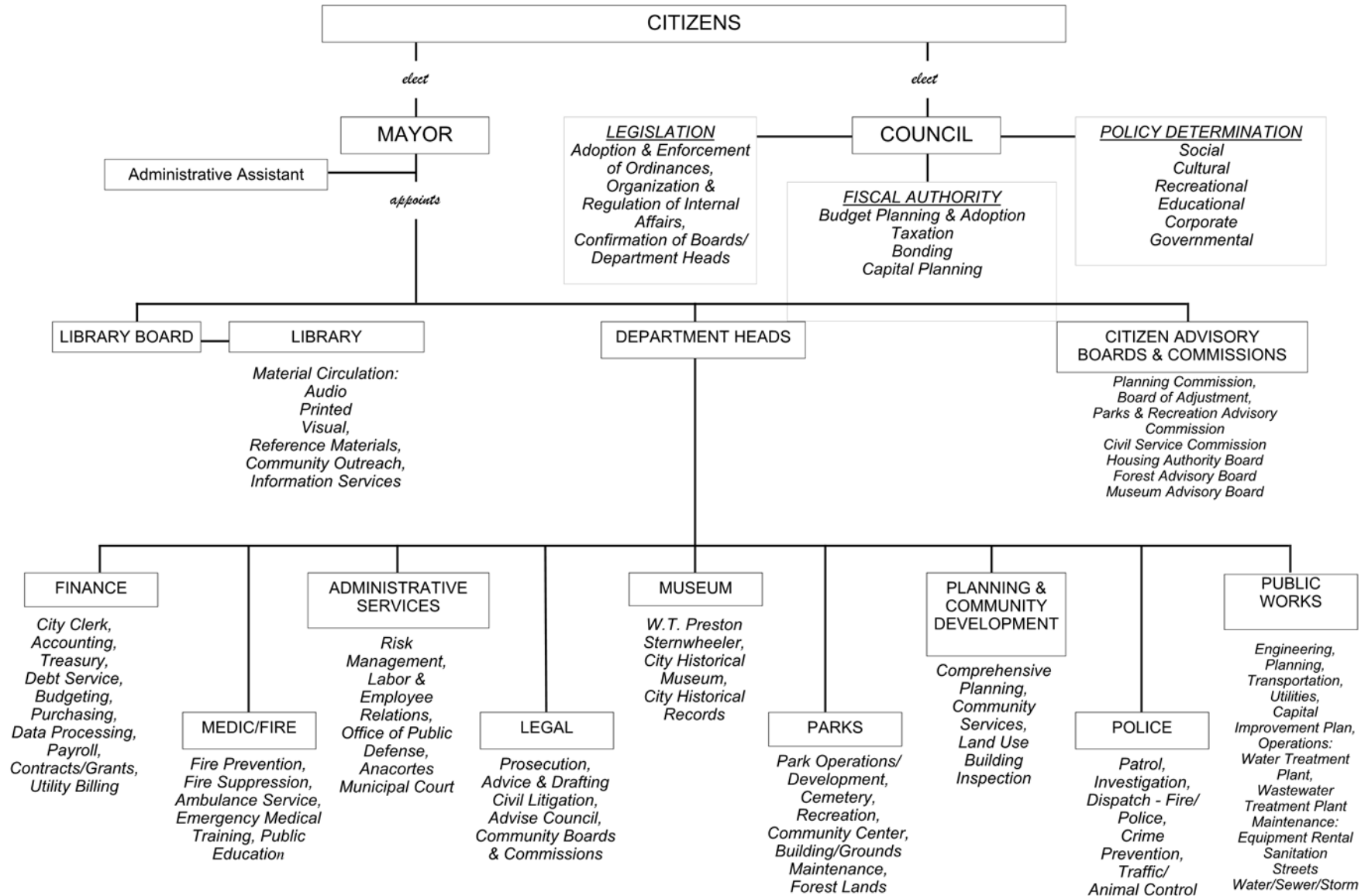
Proposed 2017/2018 Biennial Budget

Appendix B:

Department Goals and Organization Charts

City of Anacortes

Organizational Chart



CITY OF ANACORTES
MAYOR AND COUNCIL

CITIZENS

elect

MAYOR

ADMINISTRATION

Enforcement of Ordinances, Resolutions &
Other Council Directives
Fiscal and Organizational Information
Prioritization of Annual Budget
Supervise Administrative Affairs
Intergovernmental Affairs Coordination
Management Analysis
Policy Management
Public Information
Organization Development

Administrative Services 2017 2018 Budget Goals

The Administrative Services Department includes human resources, municipal court (with dual reporting to Skagit County judges), public defender's office, and potentially the Anacortes Senior Center. The Administrative Services Director assists the Mayor in directing, coordinating, and facilitating City projects, programs, and policies.

Human Resources

1. Successor bargaining agreements with IAFF 1537 and Anacortes Police Guild-Commissioned and Non Commissioned. Current bargaining agreements will expire December 31, 2017
2. Citywide oversight and implementation of CivicPlus website
3. Health care offering transitions
4. Risk management and employee safety program

Anacortes Municipal Court

1. Manage and update court forms manual for both on-line and hardcopy forms in English and Spanish formats
2. Review Court procedures and modify as needed to be consistent with other cities and Skagit County
3. Train staff on Court Records Requests and Court Security
4. Update clerk procedure and policy reference manuals
5. Implement electronic files/records management archive system
6. Improve courtroom security with installation of updated cameras in court room
7. Complete law table and bail schedule project. This will provide accuracy of the Municipal Code and RCW's between the Court and APD
8. Monthly maintenance of court files and records, including the monthly destruction list

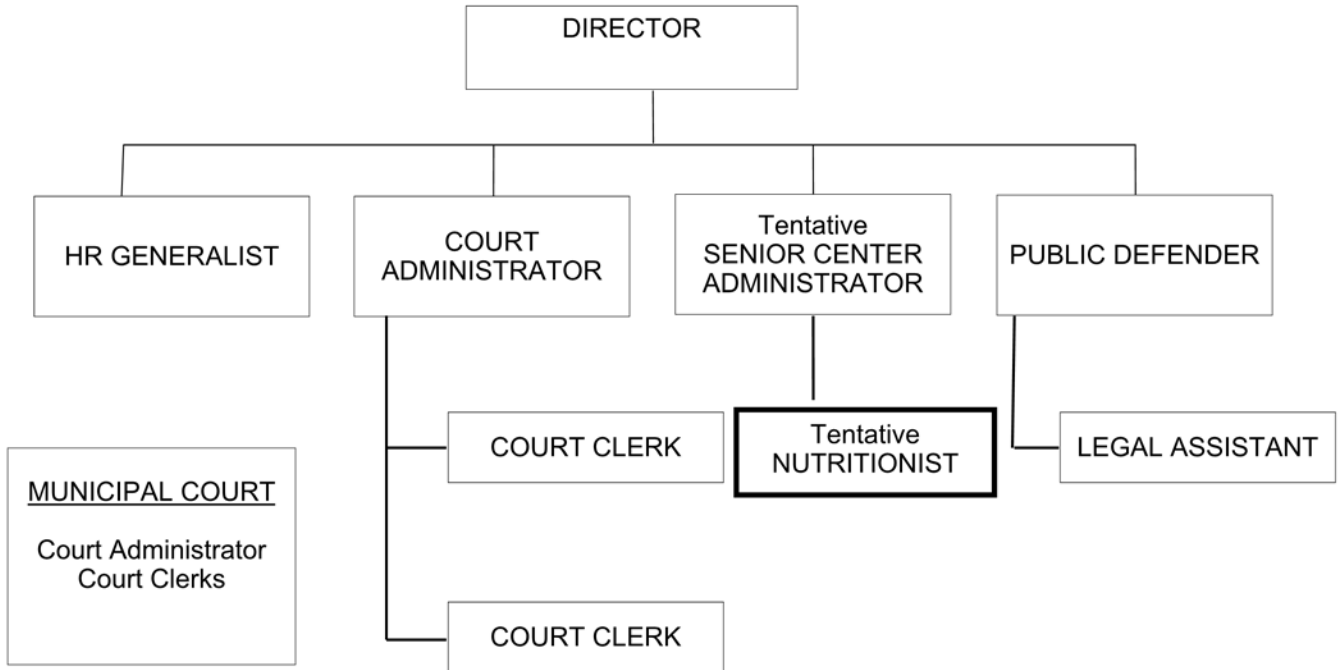
Public Defender's Office

1. To provide quality representation to the indigent accused in Anacortes Municipal Court

Anacortes Senior Center

1. Transition senior services from a County managed organization to City managed organization while continuing to provide efficient and effective senior programs and services

CITY OF ANACORTES
ADMINISTRATIVE SERVICES
DEPARTMENT



MUNICIPAL COURT

Processing of citations issued in violation of
City Ordinances and some State Statutes by
the Anacortes Police Department
Court Proceedings
Fine Collection

PUBLIC DEFENSE

Defense of indigent individuals charged with
non-felony criminal offenses within
Anacortes city limits

SENIOR CENTER

Partner in provision of senior services at the
Anacortes Senior Activity Center

HUMAN RESOURCES

Labor relations including contract management
Risk management
Compensation and job classifications
Employee recruitment, selection and placement
Personnel policies
Employee health benefit plan administration
Personnel records
Safety and health
Training and development
Wellness program
Civil Service
Legislative Priorities
Budget Development

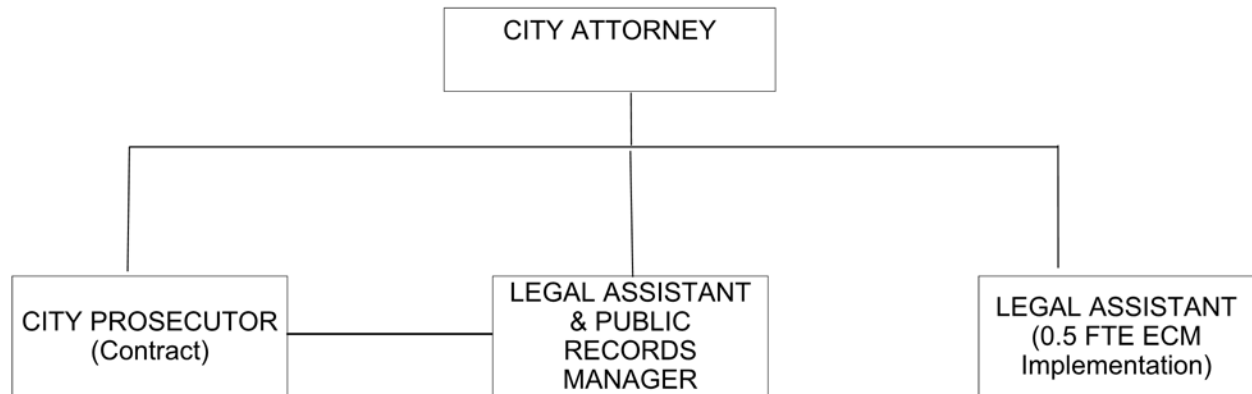
Legal Department
2017-2018 Budget Goals

The City Attorney's Office provides in-house counsel to City leaders and staff to support the good work they do and ensure the City meets the highest legal standards. The legal budget currently funds a full-time city attorney, a contract city prosecutor, and a legal assistant who supports both and oversees public records and claims.

In addition to continuing to provide quality legal support to all City departments, the legal department has two main goals for the next biennium. The first of these is to accomplish significant updates to the Anacortes Municipal Code. In 2016, the City Attorney, along with Planning and Public Works, began work on a large scale project to reconstitute the City's land use code into a unified development code. This effort will continue into the next biennium. The legal department's budget reflects the funds necessary to codify all ordinance updates and support other departments in transitioning to new code.

The City Attorney's Office also plans to improve the City's records software over the next biennium to protect the City from the ever-growing liability of public records requests. The legal department plans to implement an enterprise content management (ECM) system to efficiently capture, manage, store, preserve, and deliver documents and content. ECM software will help the City respond to public records requests, organize records, archive older documents, and automate key City processes. The legal department would like to hire a half-time legal assistant to help with this implementation process and bring the City's records up to current standards.

CITY OF ANACORTES
CITY ATTORNEY'S OFFICE AND
LEGAL DEPARTMENT



PROSECUTION

The City Prosecutor is responsible for the prosecution of all misdemeanor cases under city ordinances.

PUBLIC RECORDS

The City Attorney's Office oversees the City's public records and responding to requests for disclosure.

IN-HOUSE LEGAL SUPPORT

The City Attorney's Office provides legal advice to the city including assistance to departments, the Mayor, City Council, and other appointed officials; representation in legal matters; drafting or approval of legal documents, contracts, ordinances, and resolutions.

Finance Department

Budget Goals, 2017/2018 Biennium

Finance has a hold the line, status quo budget.

We will be working in the biennium to smooth out process changes implemented in 2016 (TOP and UB outsourcing); continue to move customers and vendors to electronic payment, invoicing and receipt processing; and seek to reduce costs through improvement of existing processes and procedures.

Information Systems

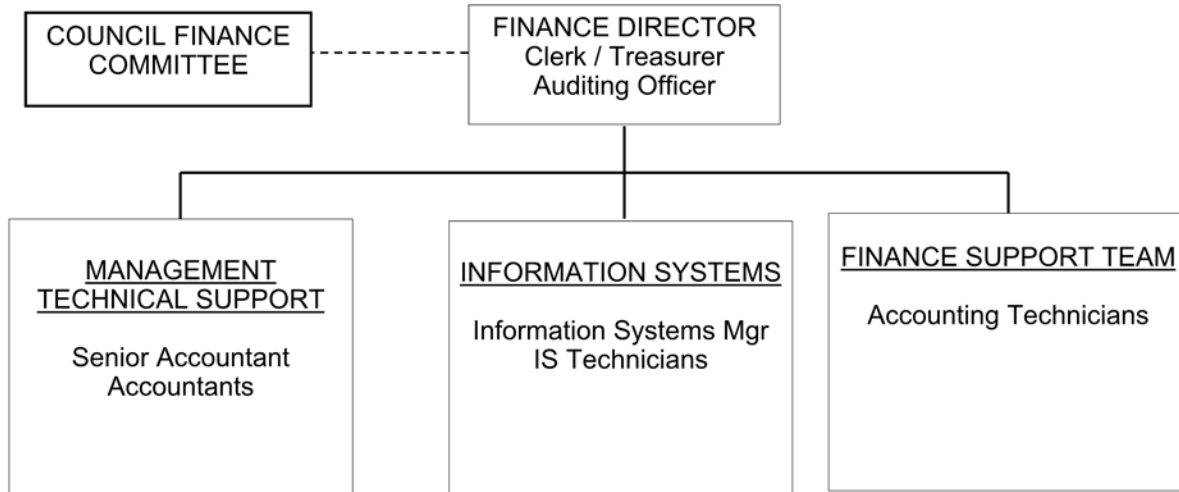
Budget Goals, 2017/2018 Biennium

The 2017 budget provides an additional FTE to support the increased workload the IT department is experiencing, as the number of electronic devices for each worker continues to increase, as well as the increasing security issues the City faces.

Goals for the IT department for the 2017/2018 biennium:

- Smooth transition into the VOIP phone system (2016 carryover)
- Implement active directory permissions monitoring
- Implement System Event Information Management system
- Virtualize the accounting system
- Implement cloud based backup system

CITY OF ANACORTES FINANCE DEPARTMENT



ACCOUNTING

Financial Reporting
Payroll Administration
Accounts Payable
Accounts Receivable
Fixed Asset Accounting
State Tax Reporting
Equipment Rental

CITY CLERK

City Records Retention
City Licenses
Firemen's Pension
Public Disclosure
Notary Services
Administrative Services
Council minutes

FINANCIAL PLANNING

Annual budget
Revenue Projections
Capital Facilities Plan
Special Reports
Research & Analysis

FINANCIAL SYSTEMS & CONTROLS

Internal Controls
Internal Audits
Data Processing
Grant compliance

PURCHASING

Purchasing
Bid Processing
Contract Administration

TREASURY

Revenue Collection &
Accounting
Cash Management
Investment Management
Debt Service

UTILITY BILLING

Billing & Collections
Customer Service
Account Maintenance

INFORMATION SYSTEMS

Computing hardware
Computing software
Systems Administration
Systems Security



Anacortes Planning, Community & Economic Development Department

Permit Center
P.O. Box 547, Anacortes, WA 98221-0547
Don Measamer, Director

PH (360) 293-1901
FAX (360) 293-1938

PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT & BUILDING

Our planning, community, & economic development department has several projects continuing in 2017. Monies were allocated in the 2016 budget for professional services to assist in the preparation of the state-mandated Critical areas update to include Best Available Science. Staff will also be working on a rewrite of the zoning and subdivision code to correspond with the recently adopted 2016 Comprehensive Plan.

The building department's budget is relatively unchanged from the last several years; however, permit activity has increased. As of September 20, 2016, 81 single-family residence permits have been issued, compared to 70 in 2015. Overall permits totaled 473 for 2016 compared to 422 for 2015. The department now scans all files in house with a savings of approximately \$3,500 per year. In house scanning streamlines the process and provides for better public access to the files.

Single-family alteration, repair and remodel permits continue strong with 105 in 2016 compared to 115 in 2015. In 2017/2018, the department will continue to research various permitting software that would allow for better interaction with the public externally, such as being able to track permit progress from your home computer.

OUR Mission

Working with the Community to effectively plan and guide the City's physical, social, economic, and sustainable future by providing innovative planning, quality customer service, and exceptional permit review to preserve Anacortes as an attractive place to live and work.

OUR Vision

To be a model building and planning department composed of responsive staff who provide superior customer and technical services and work cooperatively with decision-makers, citizens and other agencies to continuously improve development quality and the environment and act as a catalyst for positive change.

OUR Core Values

Our Core Values guide the Planning, Community & Economic Development Department in how it operates and will be integrated into decisions we make every day.

CUSTOMER SERVICE

We administer customer service with integrity, using collaborative partnerships and innovative solutions.

INTEGRITY

We represent the City by being reasonable, honest, and adhere to strict ethical principles.

COLLABORATIVE

We work in partnership with the community through open dialog.

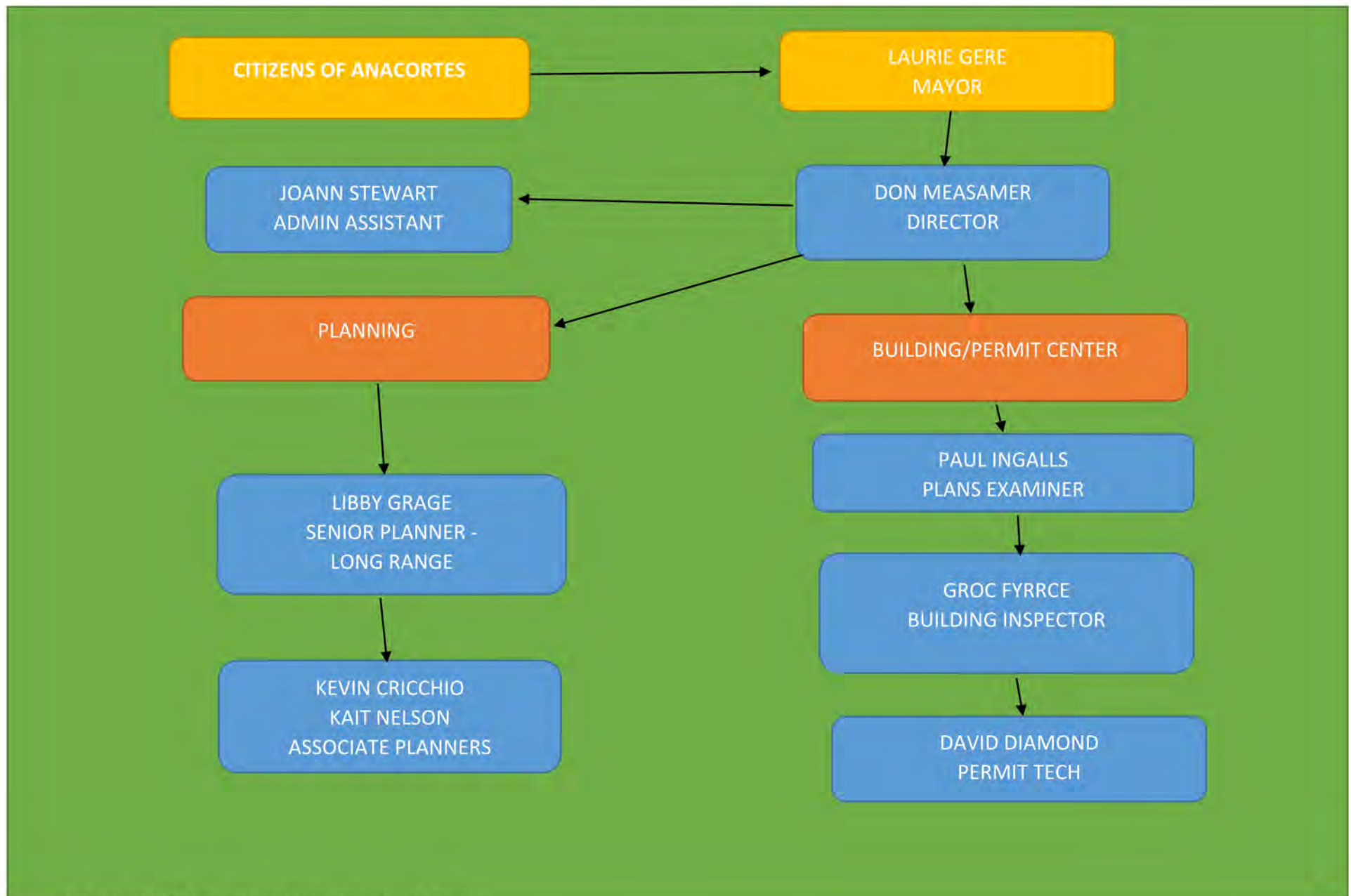
INNOVATIVE

We are highly creative and strive to utilize new ideas by thinking outside of the box.

2017 Budget Goals

- Continued work on Development regulation updates to implement the goals and policies of the 2016 Comprehensive Plan, substantial revisions to the development regulations will need to be made and new design standards developed. Contracts for professional services will be presented within the 2016 budget and funds will need to carry over to 2017 for completion of the services.
- Critical Area Code Updates will be completed in 2017 and the professional services contracts funded in 2016 for this work will need to carry over in 2017. Each of the aforementioned contracts have been funded under Bars # 001.240.558.60.41
- Commercial Avenue Ongoing Enhancement, street scape improvements, efforts include planter box maintenance, new planter boxes, and possible maintenance of various art pieces.
- An Economic Development Strategic plan, in coordination with the Port of Anacortes, EDASC, Chamber and local businesses, should be completed in 2016, early 2017 with implementation efforts in 2017.

PLANNING, COMMUNITY & ECONOMIC DEVELOPMENT



X:\Budget\2017\OrgCharts\Planning Tree 2.docx

ANACORTES POLICE DEPARTMENT MISSION STATEMENT

To contribute to the overall improvement of the quality of life in the City of Anacortes through reducing danger from criminal activity and improving community wellbeing, by identifying those who are most in need of our help and providing assistance, and by working in partnership with members of the community to achieve our common goals.

ANACORTES POLICE DEPARTMENT VISION STATEMENT

Ensuring public safety: Earning public trust.

ANACORTES POLICE DEPARTMENT CORE VALUES

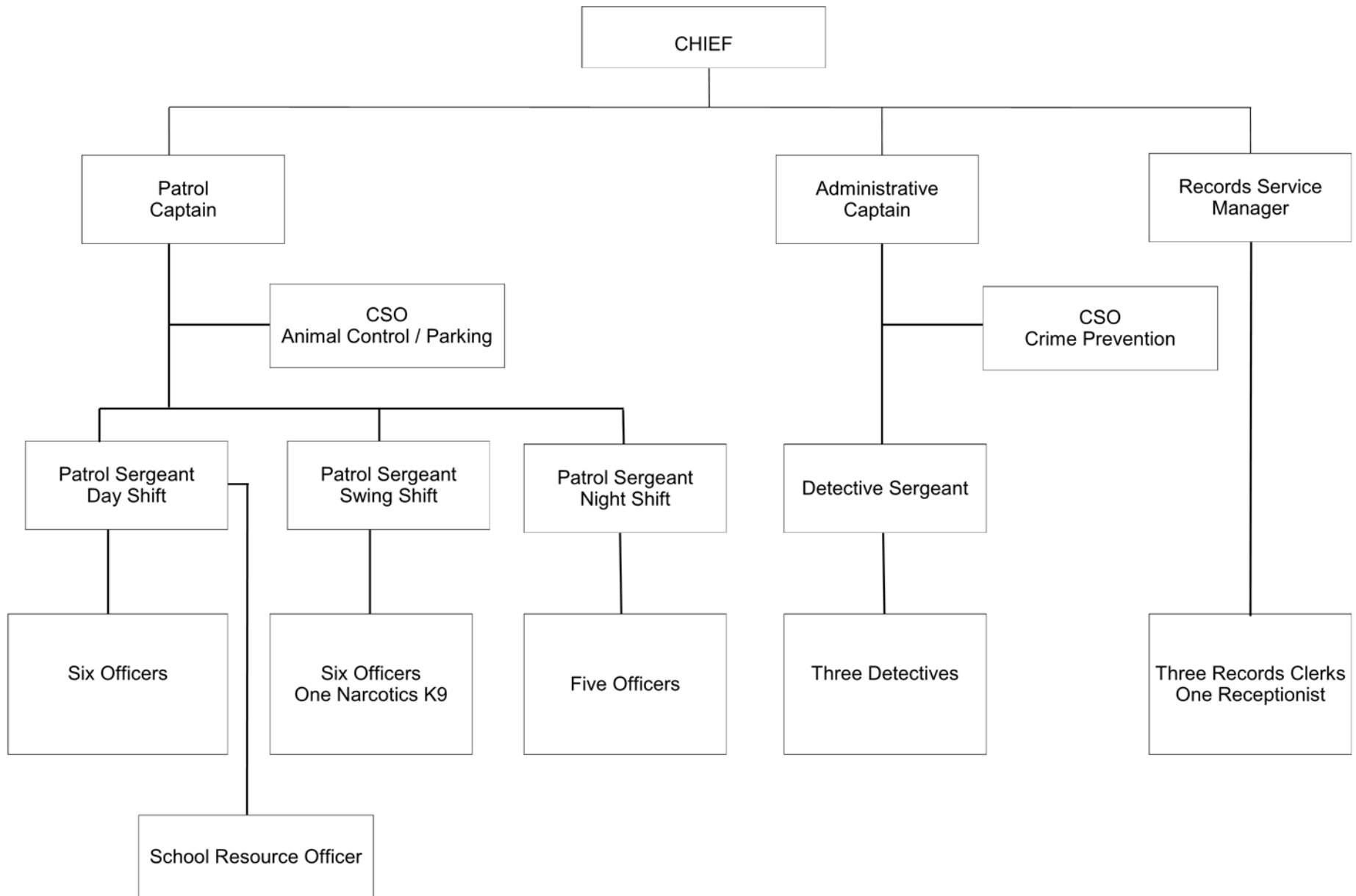
The Core Values that guide the actions of all members of the Anacortes Police Department are:

- **Service:** Being aware of those who need law enforcement assistance and meeting or exceeding their expectations for service.
- **Excellence:** Being clear about and striving to achieve high standards of performance in all aspects of our work.
- **Integrity:** Committing ourselves to elevated standards of trust, responsibility, and discipline while promoting justice in a fair and impartial manner.
- **Courage:** Having the mental and moral strength to venture, persevere, and withstand danger, fear or difficulty.
- **Professional:** Adhering to principles and standards that comprise the best practices of police work.

APD 2017 and 2018 Budget Goals

1. Focus on preventing criminal activity through identifying risks and addressing them prior to criminal activity occurring.
2. Provide more opportunity for public interaction and dialogue.
3. Continue to prepare and train for man-made and non-man made critical incidents.
4. Maintain and enhance our building, equipment and vehicle fleet.
5. Adding existing resources to our Investigations Division.

CITY OF ANACORTES
POLICE DEPARTMENT



Anacortes Fire Department

Budget Goals for 2017/2018 Biennium

Our Department has two essential missions for 2017-2018: Saving lives and protecting property. We do this through the delivery of various fire protection and emergency medical services. The goal of this budget is to maintain the same level of service from our three fire stations: two staffed 24 hours a day with 2 FireMedics each, and one staffed 12 hours a day with 2 FireMedics.

Our philosophies are to provide superior customer service, collaborate on issues finding the best result for our citizens, manage our future strategically to maximize our services, and be a regionally cooperative partner.

Some of the projects to support our mission for 2017/2018 is the replacement of extrication equipment that is outdated and unable to effectively extract patients from vehicles built with high tensile steel. Also, by May of 2017 we will replace 37 our self-contained breathing apparatus (SCBA's) costing approximately \$400,000 dollars. As a result of receiving a grant from the Assistance to Firefighters Grant program the City will owe only \$50,000 of the total. This is the second grant for SCBA's the department has received.

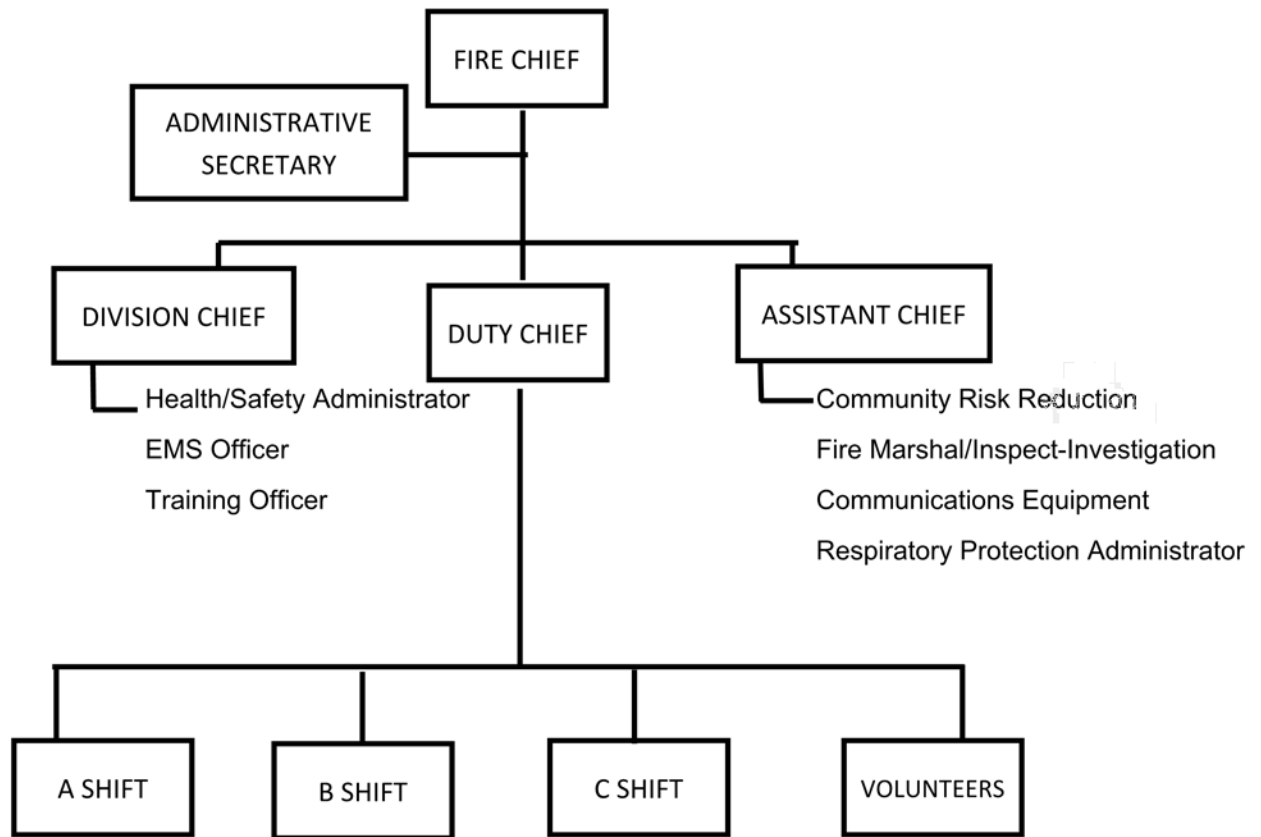
A number of studies have found that firefighters are carrying carcinogenic material on their "Bunker Gear" after fighting a fire. Studies show that firefighters sustain higher cancer rates compared to the typical populations. By implementing national initiatives and recommendations, we will begin to protect our firefighters and citizens from these carcinogens in 2017 by installing a specialized turnout gear extractor enabling us to properly decontaminate, transport, and clean the protective clothing after a fire.

The City Council approved Resolution 1946 that outlines a six-year plan to reach the desired level of service: fire protection, hazardous materials, confined space, rescue, emergency ALS ambulance services, and public education/enforcement for the community. Highlights of the resolution include three objectives planned for achievement in the budget years 2017 and 2018.

Based on the budget proposal, two of the three objectives will be achieved. A onetime infusion of cash from reserve funds will improve the long term viability of the Equipment Rental and Replacement fund. Monies are proposed to maintain the volunteer program, but this budget does not include funding for a new station at March Point.

Year	Description	Revenue Source
2017	Annually increase ER & R for the replacement of existing apparatus and equipment (\$200,000).	General Fund
2017	Annually contract for volunteer recruitment (\$30,000).	General Fund
2018	Construct March Point Fire Station (\$1,500,000)	Reserve Fund
2019	Hire 4 Fire Medics and provide 24 hour service from <u>March Point</u> fire station (\$450,000).	- General Fund from freed PSB Revenue - GEMT Revenue - Increased EMS Contract
2020	Hire Fire Inspector/Public Educator (\$95,000).	General Fund from freed PSB Revenue
2020	Employee 1 Part Time Position at <u>Main</u> Station (\$115,000)	1% Utility Tax Increase
2021	Employee 1 Part Time Position at <u>March Point</u> Station (\$115,000)	1% Utility Tax Increase
	Employee 1 Part Time Position at <u>Skyline</u> Station (\$115,000)	1% Utility Tax Increase

ANACORTES FIRE DEPARTMENT ORG CHART WITH FUNCTIONS



ADMINISTRATION

Budget Development
Capital Facilities Plan
Personnel
Public Education
Public Relations

COMMUNITY RISK REDUCTION

Investigation
Fire & Life Safety Inspections
Fire Marshal/Code Enforcement
Hazardous Material Inspection
Public Relations

TRAINING

Develop JPRs
Coordinate Instruction
Mandatory Training
Training Records
Equipment Maintenance

EMS

Maintain Protocols
Education Program
Medical Records
County Liaison
Patient Care Evaluation
Pharmaceutical Inventory and Records

HEALTH & SAFETY

Occupational Safety
Incident Analysis
Risk Analysis
Infection Control
Physical Fitness

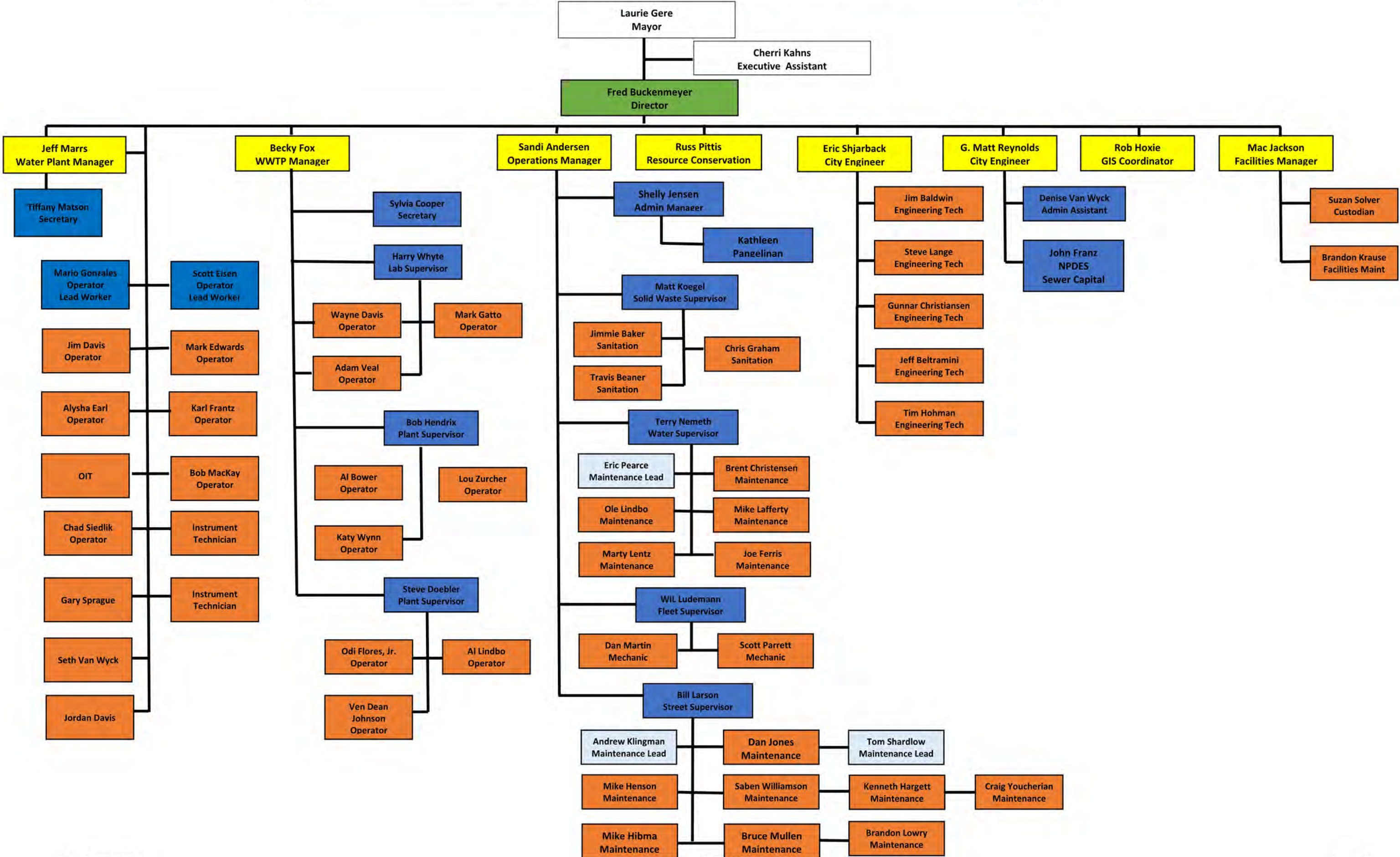
COMMUNICATIONS

Equipment Maintenance
Communication Quality
Dispatch Protocol
Dispatch Liaison
Equipment Records

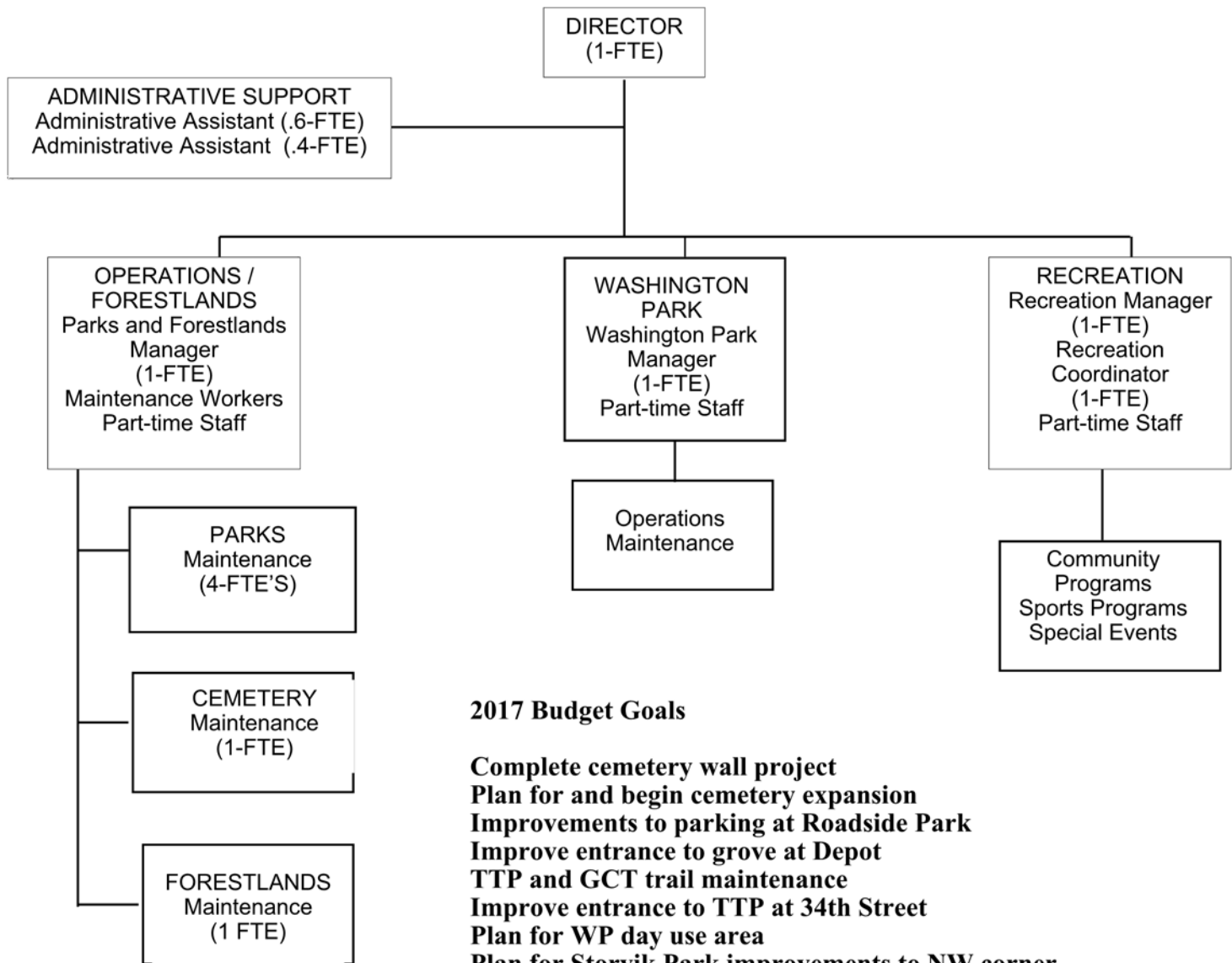
RESPIRATORY PROTECTION

Protection Program
Exposure Awareness
SCBA Maintenance
Fit Testing
Air Monitors
Records

CITY OF ANACORTES PUBLIC WORKS DEPARTMENT



CITY OF ANACORTES PARKS AND RECREATION—2017

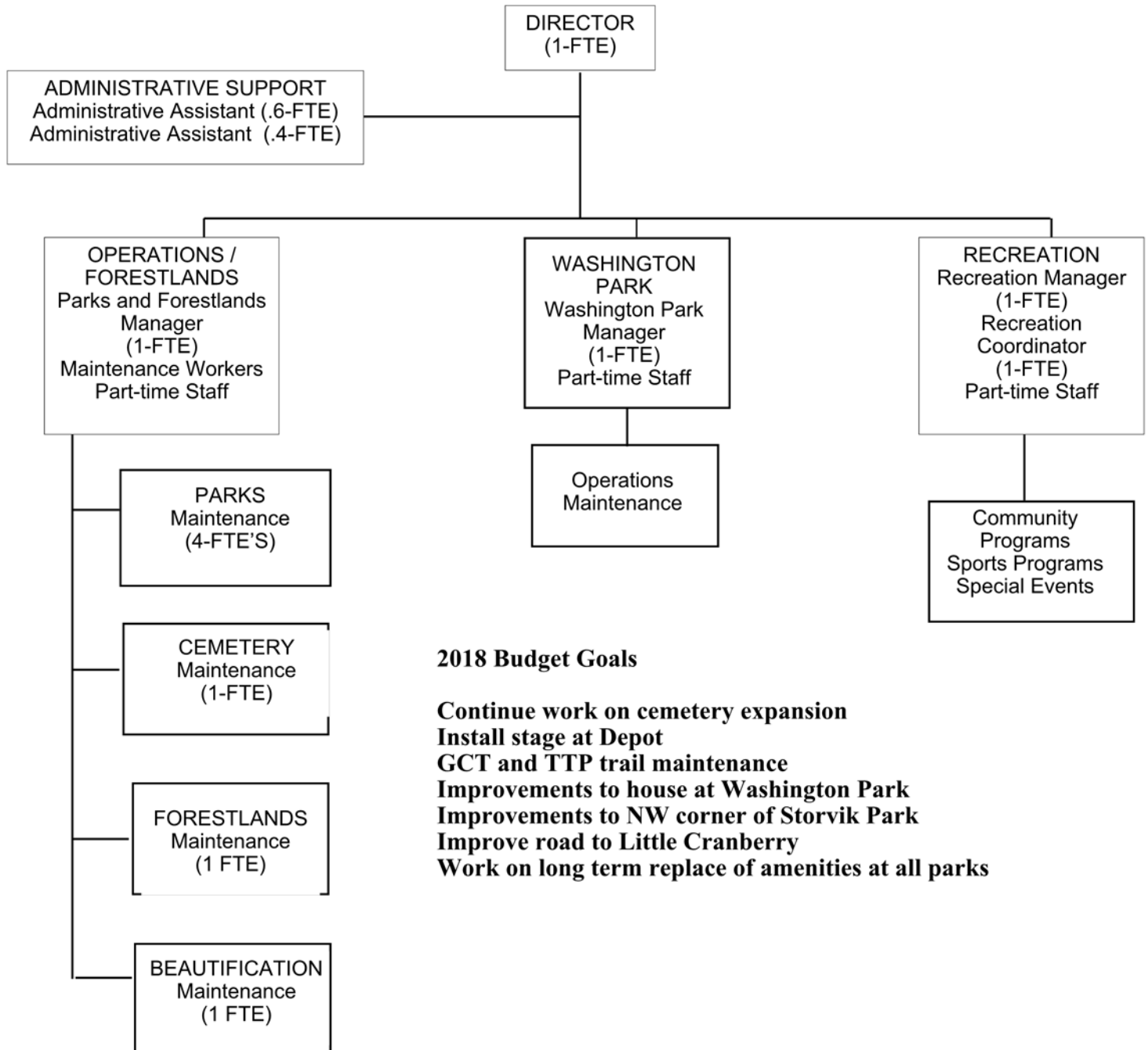


2017 Budget Goals

Complete cemetery wall project
Plan for and begin cemetery expansion
Improvements to parking at Roadside Park
Improve entrance to grove at Depot
TTP and GCT trail maintenance
Improve entrance to TTP at 34th Street
Plan for WP day use area
Plan for Storvik Park improvements to NW corner
Complete Parks Master Plan
Complete Depot Master Plan update
Work on long term replace of amenities at all parks

The Parks and Recreation Department seeks to preserve and enhance the quality of life that our residents enjoy by providing quality recreational facilities and opportunities regardless of age, race, sex, wealth and ability.

CITY OF ANACORTES PARKS AND RECREATION—2018



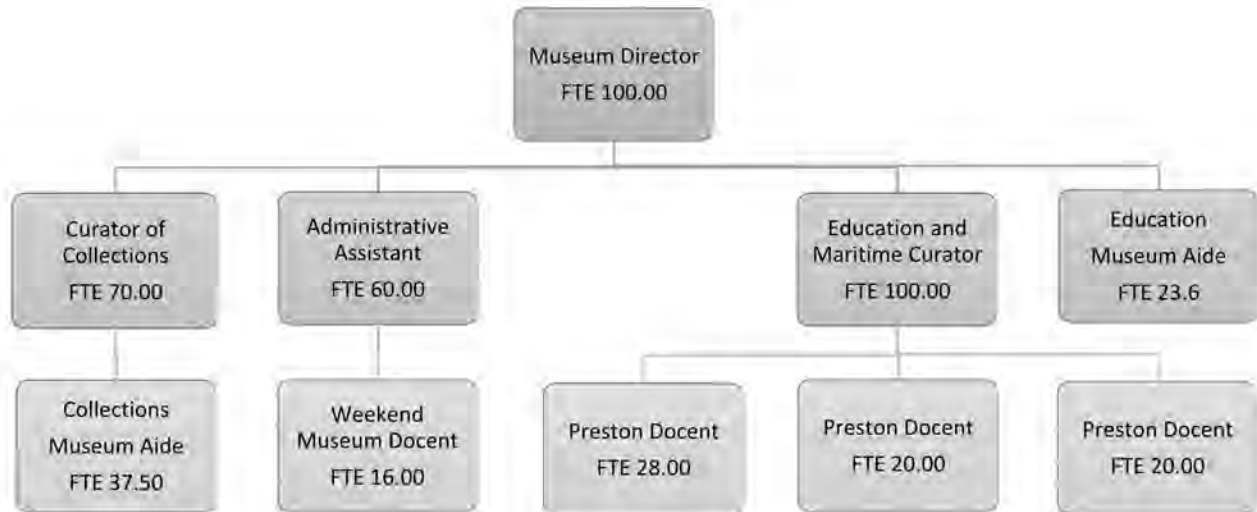
2018 Budget Goals

Continue work on cemetery expansion
Install stage at Depot
GCT and TTP trail maintenance
Improvements to house at Washington Park
Improvements to NW corner of Storvik Park
Improve road to Little Cranberry
Work on long term replace of amenities at all parks

The Parks and Recreation Department seeks to preserve and enhance the quality of life that our residents enjoy by providing quality recreational facilities and opportunities regardless of age, race, sex, wealth and ability.

Anacortes Museum Organizational Chart and Budget Overview

The Anacortes Museum and Maritime Heritage Center exist to preserve and interpret the history of Fidalgo and Guemes Islands and to nurture in the community an awareness and appreciation of its heritage.



Museum Department 2017 Budget Goals

The Anacortes Museum is caretaker of three major city properties: the 1910 Carnegie Library Building, the W.T. Preston stern-wheel steamboat (both of which are on National Historic Registers) and the Anacortes Maritime Heritage Center.

In 2016 the Carnegie building received fresh exterior paint, using historically appropriate colors, and window repairs to prevent water intrusion. The results will ensure that the historic structure and the treasures inside will be protected for many years to come. Also, soon to be completed, is a long term effort to renovate all the Carnegie building's interior public areas.

In May 2017 the museum will open a new exhibit, produced with the Anacortes Historic Preservation Board, on the captivating history of the community's residential architecture.

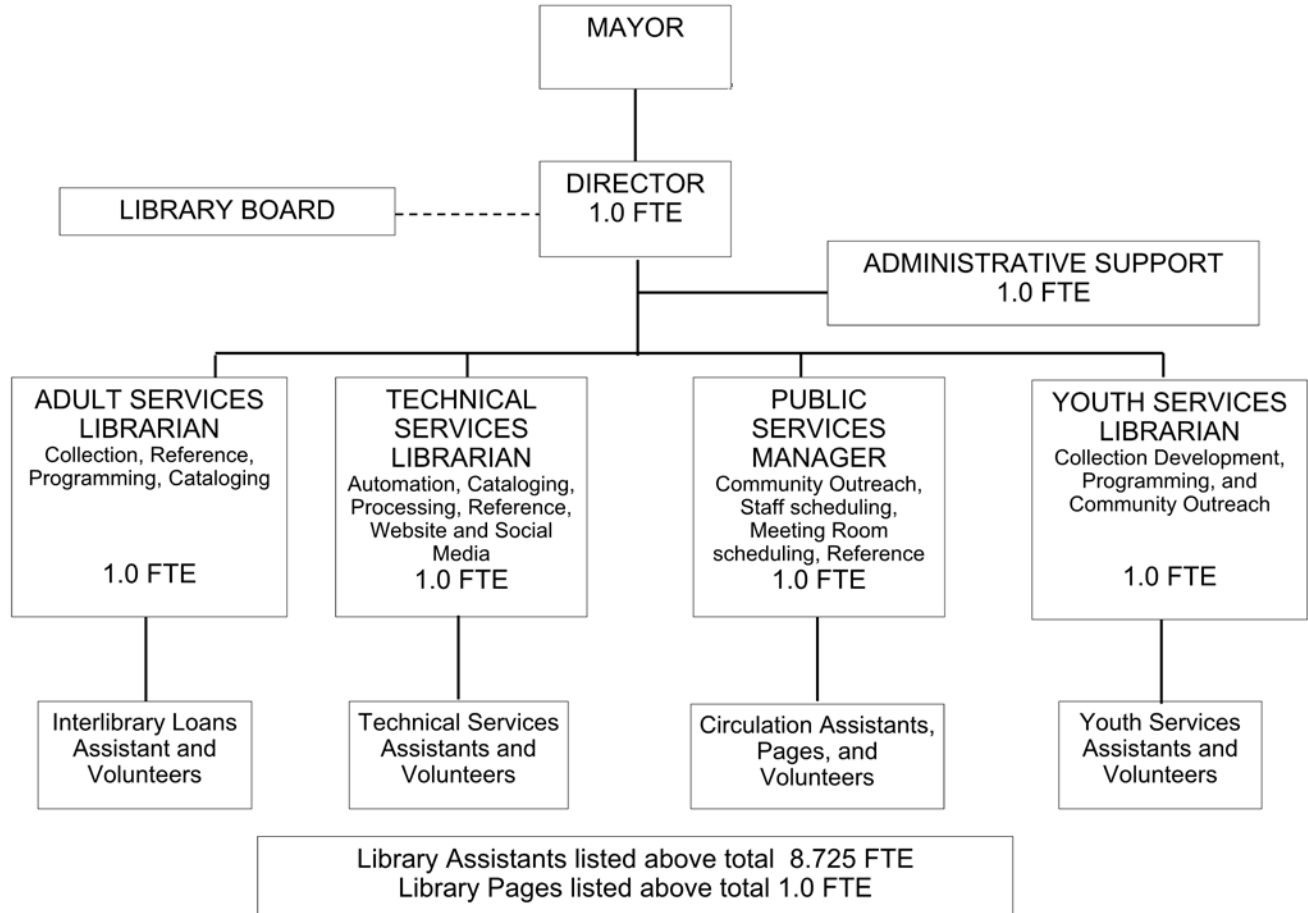
Waterfront history exhibits continue to be added at the Maritime Heritage Center, and ticket revenues are up at the W.T. Preston. Exhibit panels installed on the exterior of the Heritage Center allows after-hours and off-season visitors to learn about the W.T. Preston.

Online museum resources are extremely popular with researchers, and we continue to add more photos, videos and other resources to our online database and website so that patrons can do much of their research from home. In addition, we plan to continue co-hosting community events such as the annual Plaza Dance.

The Anacortes Museum serves many constituents including visitors, citizens, schools, the Anacortes Historic Preservation Board, council members, city departments, news media, prospective business owners, educators, researchers, State agencies, tribes, the Port of Anacortes and other museums.

CITY OF ANACORTES LIBRARY

The mission of the Anacortes Public Library is
to empower a lifetime of discovery



ADMINISTRATION

Department
Management
Budget Coordination
Public Relations
Personnel
Volunteers

PUBLIC SERVICES

Circulation
- Printed, Visual, Audio Material
Youth Services
Adult Services
Reference
Community Outreach
Interlibrary Loans
Volunteers

TECHNICAL SERVICES

Acquisition
Serials
Cataloging
Processing
Volunteers

2017—2018 Budget goals

- Ensure the success of becoming the first Family Place Library in the Pacific Northwest by adding 0.5 FTE Library Assistant.
- Purchase resources desired by library users including eBooks.
- Streamline communications to connect with patrons in timely and engaging ways – including a new logo, website, and rebranding of marketing materials.
- Provide professional training opportunities for staff.
- Evaluate staffing and operating hours to provide best level of service to our community.
- Modernize library meeting room and redesign library to reflect how the public utilizes the facility.

Facilities

CFPTitle	Budget Line	2017 Cost	2018 Cost	2019 Cost	2020 Cost	2021 Cost	2022 Cost	TOTAL	Sources of Revenue
Operations Shop garage doors	869.5	25,000	-	-	-	-	-	25,000	REET
City Hall windows	803	50,000	50,000	-	-	-	-	100,000	REET
City Hall carpet	802	25,000	25,000	-	-	-	-	50,000	REET
City Hall facility elevator upgrade	820	50,000	-	-	-	-	-	50,000	REET
City Hall roof vents	821	-	-	80,000	-	-	-	80,000	REET
City Hall facility shop	822	-	-	-	50,000	-	-	50,000	Operating revenues
Senior Center roof	837	65,000	-	-	-	-	-	65,000	REET
Senior Center floor	836	-	50,000	-	-	-	-	50,000	REET
Senior Center paint	839	-	20,000	-	-	-	-	20,000	REET
Police flooring	853	20,000	20,000	-	-	-	-	40,000	REET
Police security cameras	852	40,000	-	-	-	-	-	40,000	Operating revenues
Police paint & counter	854/855	-	85,000	-	-	-	-	85,000	REET
Fire paint	865	25,000	-	-	-	-	-	25,000	REET
Fire flooring	866	-	25,000	-	-	-	-	25,000	REET
Library carpet	863	50,000	50,000	-	-	-	-	100,000	REET
Library paint	862	-	-	80,000	-	-	-	80,000	REET
Operations restroom expansion	869	35,000	-	-	-	-	-	35,000	REET
American Disabilities Act Transition plan	799/800	50,000	50,000	50,000	50,000	50,000	50,000	300,000	REET
City Hall Structure Design	806	100,000	-	-	-	-	-	100,000	REET
								<u>1,320,000</u>	

Transportation

[illegible]

Sewer

CFPTitle	Budget Line	2017 Cost	2018 Cost	2019 Cost	2020 Cost	2021 Cost	2022 Cost	TOTAL	Sources of Revenue
Collection System Maint/I and I Reduction	1922	618,000	737,000	759,000	1,000,000	1,030,000	1,061,000	5,205,000	Operating revenues
Pump Station Upgrades	1927	260,000	309,000	218,000	225,000	231,000	238,000	1,481,000	Operating revenues
Incinerator Offgas Scrubbing System	1929	650,000	-	-	-	-	-	650,000	Capital reserve
Septic Handling Facility Upgrade	0	-	-	-	80,000	-	-	80,000	Operating revenues
Replace Sewage Mechanical Bar Screens	0	-	-	-	-	960,000	-	960,000	Capital reserve
Outfall Maint& Rehab	1924	1,000,000	-	-	-	-	-	1,000,000	Capital reserve
Fiber based telemetry system	1921	990,000	500,000	-	-	-	-	1,490,000	Capital reserve
Admin building upgrade	1923	300,000	-	-	-	-	-	300,000	Operating revenues
Dechlorination/Disinfection Upgrade	1930	100,000	-	-	-	-	-	100,000	Operating revenues
Outlet Duct and Crossover Duct Rehab	1931	300,000	-	-	-	-	-	300,000	Capital reserve
Influent Pumping Upgrade	0	-	-	210,000	-	-	-	210,000	Capital reserve
Effluent Pump Station Upgrade	0	-	-	-	275,000	-	-	275,000	Capital reserve
Nutrient Removal Upgrade	0	-	-	-	-	100,000	-	100,000	Capital reserve
Basin Rehabilitation	1925	-	340,000	-	-	-	-	340,000	Capital reserve
								<u>12,491,000</u>	

Water

[illegible]

Storm

CFP Title	Budget Line	2017 Cost	2018 Cost	2019 Cost	2020 Cost	2021 Cost	2022 Cost	TOTAL	Sources of Revenue
Storm System Restoration	2125	150,000	154,500	159,000	164,000	169,000	200,000	996,500	Capital reserve
Pond Restoration	2127	300,000	309,000	318,000	328,000	338,000	200,000	1,793,000	Capital reserve
Trash Racks	2126	20,000	20,000	20,000	20,000	20,000	20,000	120,000	Capital reserve
								<u>2,909,500</u>	

Solid Waste

[illegible]

Equipment Rental

CFPTitle	Budget Line	2017 Cost	2018 Cost	2019 Cost	2020 Cost	2021 Cost	2022 Cost	TOTAL	Sources of Revenue
Parks/Depot	2300	92,000	45,000	225,000	163,000	77,000	-	602,000	Replacement reserves
Fire	2301	65,000	-	338,400	-	1,500,000	550,000	2,453,400	50% Impact Fee 50% Gen Rev
Street	2302	34,000	170,000	405,000	36,000	420,000	-	1,065,000	Replacement reserves
Water Maint	2303	80,000	215,000	220,000	40,000	-	250,000	805,000	Replacement reserves
Solid Waste	2304	28,000	-	-	475,000	1,000,000	-	1,503,000	Replacement reserves
Police	2305	180,000	195,000	175,000	210,000	60,000	160,000	980,000	Replacement reserves
WWTP	2306	155,000	35,000	-	-	-	-	190,000	Replacement reserves
Fleet	2307	65,000	-	12,000	45,000	-	-	122,000	Replacement reserves
IT	2308	-	30,000	-	-	-	-	30,000	Replacement reserves
ACFL	2309	6,000	-	-	-	-	-	6,000	Replacement reserves
Facilities	0	-	-	-	-	-	50,000	50,000	Replacement reserves
WTP	2310	-	47,000	-	15,000	-	-	62,000	Replacement reserves
								<u>7,868,400</u>	



City Council Agenda Bill

Meeting Date: 9/26/2016

Agenda Item: 7b

Subject: Budget amendment authorizing one time cash transfer from General Fund to ERR equipment replacement fund.

Staff Contact: Steve Hoglund

Approved for Submittal to Council by	
X	Laurie Gere, Mayor
X	Steve Hoglund, Finance Director
	Darcy Swetnam, City Attorney

Action Type	
X	Ordinance No. 2990
	Code Revision?
	Resolution No.
	Contract
	Public Hearing
	Staff Report

Summary Statement: The Equipment Replacement and Reserve (ERR) Fund collects replacement funds from the departments using the vehicles, for future replacement when the equipment fully depreciates and is surplus. Those replacement reserves have been under funded for a number of years, and a one-time transfer from the General Fund would bring those replacement reserves back to a healthy level. The amount requested does not include the Fire Department Ladder truck (whose replacement cost is over \$1.4 million alone), and includes non-utility fleet only.

Background: When the great recession set in, a variety of cost saving measures were implemented to maintain a balanced budget, and one of those was reducing the ERR replacement charges. This was a conscious decision by administration at the time to avoid layoffs, and retain as many City employees as possible. Now that the economy has recovered, and the City has been saving cash reserves in the General Fund every year since 2009, it makes sense to use some of that money to get ERR reserves to a healthy level. This transfer of cash will allow the operation of the ERR fund to be more consistent and predictable, rather than budgeting on a "pay as you go" basis for vehicles the way we have for the past 6 to 8 years. Fiscal Year 2015 General Cash Balance was 8.9M, or 72% of Expenditure budget. Projected 2016 year end balances, with this transfer, would put General fund cash at 50% of the 2016 expenditure budget, well above GFOA recommended levels of 16%.

Budget Impact	
Amount Budgeted	0
Budget Account (BARS)	001.210.597.00.00
Proposed Expenditure	2,218,358.28
Budget Amendment Required?	Yes
Revenue Source	Cash reserves

Previous Council/Committee Action: Budget Ordinance 2963 adopting 2016 annual budget.

Competing Viewpoints Considered: Budget should not be amended, transfer should not take place, keep cash reserves in the General Fund.

Recommended Motion: I move to adopt ordinance 2990 authorizing the one time ERR transfer.

Alternative Actions: Do not adopt budget amendment.

Attachments (listed in order presented): Ordinance 2990

ORDINANCE 2990

AN ORDINANCE AMENDING ORDINANCE NO. 2963 ADOPTED ON DECEMBER 07, 2015, ENTITLED "AN ORDINANCE ADOPTING THE BUDGET FOR ALL MUNICIPAL PURPOSES AND USES FOR THE YEAR 2016"

WHEREAS, The City of Anacortes has an Equipment Rental and Revolving Fund that owns, maintains, and replaces all of the City's fleet vehicles, and those vehicles are leased to the departments using them, and

WHEREAS, The leasing department's lease payments consist of a maintenance charge and a replacement charge for future vehicles, and

WHEREAS, When the great recession hit, the replacement charges were reduced in an effort to minimize staff reductions but continue to have a balanced budget, and

WHEREAS, The General fund has healthy cash reserves, exceeding 8 million dollars at fiscal year 2015 year end, and expected to be roughly that level at fiscal year 2016 year end, and

WHEREAS, The ERR cash reserve for replacement for non-utility vehicles is currently underfunded by \$2,218,358.28, and City Council desires to make a one-time operating transfer from the General Fund to the ERR fund to get the ERR replace reserve balance to 75% of its fully funded amount, which will provide sufficient funds to operate the ERR replacement fund consistently,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Anacortes, Washington, as follows:

Section 1. Ordinance No. 2963 dated December 7, 2015 adopting the Budget for 2016 is hereby amended to reflect the following revisions to expenditures and revenues in the following funds:

001.210.597.00.00	Transfers out	2,218,358.28	
001.000.308.90.00	Fund balance		2,218,358.28
501.151.10.00.00	Fund Balance	(2,218,358.28)	
501.000.397.00.00	Transfers in		2,218,358.28

Section 2. Effective date. This Ordinance shall take effect from and after five (5) days after its passage and publication, as required by law.

PASSED AND APPROVED THIS 26th day of September, 2016

CITY OF ANACORTES, WASHINGTON

BY: _____
Laurie Gere, Mayor

ATTEST:

(Corporate Seal)

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM

Darcy Swetnam
City Attorney



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning October 24, 2016

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes, vouchers and consent agenda items is not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

October 24, 2016

- Public Hearing: Ordinance 2991 Adopting New Standards for Stormwater Management (Discussion)
- Continued Public Hearing: Ordinance 2988: Amendments to AMC Title 2, Title 9, Title 18, and Creating a New Title 20 to Provide for a Fair and Efficient System of Civil Code Enforcement (Discussion/Possible Action)
- Council Review of 2017/2018 Budget: Departments Other than Public Works (Discussion)

November 7, 2016

- Public Hearing: Ordinance ____: Adopting the 2017/2018 Budget (Discussion/Possible Action)
- Substantial Need Resolution ____: Authorizing 1% Property Tax Increase (Action)
- Resolution ____: Authorizing 1% Property Tax Increase (Action)
- Ordinance 2991: New Standards for Stormwater Management (Action)

November 14, 2016

- UW Health Impact Assessment (HIA) presentation of Anacortes South Commercial Avenue Corridor Plan by UW Graduate Students (Discussion)
- 500K Solar Project Presentation (Discussion/Possible Action)

November 21, 2016

- Special Meeting: Site visit at 4:00 PM re: SDP-2016-1003. Meet at eastern terminus of Skyline Way.*
- Closed-record Public Hearing: Mousel 2-story Building; 1st Floor Restroom serving the Marina; 2nd Floor Apartment; SSDP, & Land Use CUP (SDP-2016-1003)

November 28, 2016

December 5, 2016

- Resolution ____: Establishing Fees for the Water Utility

December 12, 2016

December 19, 2016

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Public Works, Monday, Oct 17, 2016, 5:00 PM, Public Works Director's Office
- Tourism Promotion & Strategic Planning, Thursday, Oct 20, 2016, 4:30 PM, City Hall
- Planning, Monday, Oct 24, 2016, 5:00 PM, Planning Director's Office
- Finance, Wednesday, Oct 26, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Housing Affordability & Community Services, Thursday, Nov 3, 2016, 1:30 PM, City Hall
- Public Works, Monday, Nov 7, 2016, 4:30 PM, Mayor's Office, City Hall
- Finance, Wednesday, Nov 9, 2016, 5:00 PM, Johnny Picasso's, 501 Commercial Avenue
- Planning, Monday, Nov 14, 2016, 5:00 PM, Planning Director's Office