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- The public is encouraged to comment via email to cityclerk@cityofanacortes.org or via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received by the [City Clerk](#) prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.
- Complete guidelines for virtual participation in Anacortes City Council meetings are available [here](#). View the quick video example for connecting to the meeting [here](#).



Anacortes City Council
Municipal Building Council Chambers
904 6th Street

November 21, 2022
6:00 PM

PRELIMINARY AGENDA
[Packet Materials](#) / [Watch Meeting](#)

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Closed Session**
 - a. Collective Bargaining topics per RCW 42.30.140(4)(a) (Discussion)
4. **Announcements and Committee Reports**
 - a. Parks and Recreation Committee (Report)
 - b. Traffic Safety Committee (Report)
 - c. Assistant Fire Chiefs Swearing In and Pinning (Presentation)
5. **Public Comment**
6. **Consent Agenda**
 - a. Minutes of November 14, 2022 (Action)
 - b. Approval of claims in the amount of \$323,107.68 (Action)
 - c. Interlocal Agreement #23-015-STM-001 with Skagit Conservation District for National Pollutant Discharge Elimination System (NPDES) Phase II Public Outreach & Education (Action)
7. **Public Hearings**
 - a. * Ordinance 4033: 2023-2028 Capital Facilities Plan (Discussion/Possible Action)
 - b. * Ordinance 4034: 2023 Budget (Discussion/Possible Action)
8. **Other Business**
 - a. Contract Award: Unit-Priced Electrical Services 2023-2025 #23-007-FAC-001 (Discussion/Action)
 - b. 2023-2025 Cartegraph Solutions and Subscription Agreement #23-006-IDS-001

Per Resolution 3051, citizens wishing to comment on items not on the agenda may do so under Public Comment. Citizens wishing to comment on items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting.*

The City of Anacortes is committed to making public meetings available and accessible to all members of the community. For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.

(Discussion/Action)

- c. * Resolution 3100: Establishing Real Property Purchase Checklist (Discussion/Possible Action)
 - d. * Amending the Qualifications for the Utility Discount Program and Adding to the Unified Fee Schedule (Discussion)
 - e. * Ordinance 4035: Oversize Parking (Discussion)
 - f. * Ordinance 4036: Sidewalk Obstruction (Discussion)
 - g. * Ordinance 4037: Trespass on City Property (Discussion)
9. **Adjournment**

Per Resolution 3051, citizens wishing to comment on items not on the agenda may do so under Public Comment. Citizens wishing to comment on items indicated with an asterisk () may do so as those items are considered by Council during the course of the meeting.*

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Anacortes City Council Minutes - November 14, 2022

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of November 14, 2022 at 6:00 p.m. Councilmembers Jeremy Carter, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton, Bruce McDougall and Amanda Hubik were present.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller thanked the Port of Anacortes for a great Veterans Day event and shared an update regarding the Tommy Thompson Trail Trestle repair project, announcing a fundraising kickoff on December 6 at 5pm in City Council Chambers with the Anacortes Parks Foundation leading the effort. He then announced a public safety roundtable discussion at 5:00pm before the City Council meeting on November 21st. He concluded by mentioning the City is hosting a meeting of the Washington State Transportation Commission meeting tomorrow and Wednesday, which requires pre-registration at wtc.wa.gov.

Economic Development Committee

Ms. Hubik reported from the Economic Development Committee meeting held November 8th. The topics discussed included the outline from the Economic Development Alliance of Skagit County focusing on how to talk about economic development, who to reach out to, which topics could be discussed, which stakeholders to add to certain conversations, and a timeline for the coming year.

Public Safety Committee

Ms. Cleland-McGrath reported from the Public Safety Committee meeting held on November 9th. The topics discussed included a discussion of parking, trespassing and sidewalk ordinances, questions about the jail and feedback from the police department on suggested changes to the proposed ordinances, and a potential levy lid lift discussion for Police and Fire department staffing. On November 10th the committee met with Police Chief, Dave Floyd, and discussed the four vacancies in the police department and the associated scheduling challenges, and what would go in to adding more positions. They met earlier today with Fire Chief, Bill Harris, and discussed what options there are to address ongoing staffing challenges in light of community growth and increasing population density.

Parks and Recreation Advisory Commission Re-Appointments

Mayor Miller asked for Council confirmation to re-appoint Brad Adams and JoAnn York-Gilmore to the Parks and Recreation Advisory Commission for a five-year term effective through December 2027.

Ms. Moulton moved, seconded by Mr. Young to confirm the re-appointment of Brad Adams and JoAnn York-Gilmore for a five-year term to the Parks and Recreation Advisory Commission. The motion carried unanimously by voice vote.

Arts Commission Re-Appointments

Mayor Miller asked the Council to confirm the re-appointment of Zachary Wight and Laura Hamilton to the Arts Commission for a three-year term effective through December 2025.

Ms Hubik moved, seconded by Mr. Carter to confirm the re-appointment of Zachary Wight and Laura Hamilton to the Arts Commission. The motion carried unanimously by voice vote.

Forest Advisory Board Appointment

Mayor Miller introduced Nathan Schwarck as the nominee to be appointed to the Forest Advisory Board for a

five-year term effective through December 2027.

Mr. Young moved, seconded by Ms. Hubik to confirm the appointment of Nathan Schwarck to the Forest Advisory Board for a five-year term effective through December 2027. The motion carried unanimously by voice vote.

Public Comment

Mayor Miller invited the public to comment on any item not on the agenda.

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

Consent Agenda

Mr. McDougall moved, seconded by Ms. Hubik, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

a. Minutes of November 7, 2022

b. Approval of claims in the amount of \$682,306.71

The following vouchers/checks were approved for payment:

EFT numbers: 104738 through 104789, total \$ 431,408.59

Check numbers: 104790 through 104806, total \$ 235,884.54

Wire transfer numbers: 313002 through 313340, total \$ 15,013.58

c. Amendment #1 to Interlocal Agreement IL265 with Anacortes School District 103 for the School Resource Officer Program

d. Street Fair Event - Chamber Coastal Christmas Tree Lighting Event

Public Hearings

Capital Facilities Plan Ordinance 4033

Finance Director, Steve Hoglund, introduced the latest version of Ordinance 4033, Capital Facilities Plan (CFP) 2023-2028 and invited the Council to ask questions regarding the latest version.

Mayor Miller invited the public to comment as part of the continued public hearing which had begun at the regular City Council meeting on November 7, 2022. No one present or online wished to comment on the agenda item.

Councilmembers requested more time to review the ordinance and details prior to taking action. Mr. Walters asked if the proposed CFP would replace the six-year financing plan provisions of the Comprehensive Plan. Mr. Hoglund affirmed this was the case. Mr. Young expressed appreciation for the staff work that went in to producing the proposed CFP. Mayor Miller encouraged the Council to review the CFP prioritization scheme. Mr. Walters asked if priorities were included in the OpenGov stories. Mr. Hoglund responded that priorities were included in the initial budgeting process and are not included in the .pdf version.

Mayor Miller left the public hearing open for a future meeting.

2023 Budget Ordinance 4034

Finance Director, Steve Hoglund, pointed out proposed changes to the budget including 2 additional full-time employees for the Fire department and funding for running a Levy Lid Lift ballot proposition, referring to a document that was added to the packet materials for the meeting. He proposed bringing back the amended budget next week for Council consideration. Mayor Miller referred to discussions at the Council retreat in May regarding the use of Staffing For Adequate Fire and Emergency Response (SAFER) grant funding for the additional Fire department employees, saying he was nearly certain that this funding would not be available in

2023, adding that the City could possibly add the requested full-time positions by undertaking a Levy Lid Lift. He proposed using the Ambulance Service Fund to cover the gap in SAFER grant monies to fund the needed positions. Fire Chief, Bill Harris, detailed a proposal for two additional full-time employees that would allow for three shifts of 9 employees each to meet staffing needs in light of increased instances of simultaneous calls.

Councilmembers, Mayor Miller and Chief Harris discussed a proposed Levy Lid Lift measure to fund additional full-time positions in the police and fire departments, including funding considerations, numbers of positions, and ballot measure timing. Mayor Miller concluded the discussion, saying the next step would be to bring a resolution before the Council and determine what information would be necessary to move the resolution forward.

Mr. McDougall and Ms. Hubik expressed support for moving ahead with funding the two positions. Mr. Walters reiterated his reservations about spending reserves on ongoing expenses and added that he would not want to come up short on funding for needed equipment such as police vehicles or training, concluding that he would favor adding the positions after the Levy Lid Lift measure passes. Ms. Hubik asked if staff could provide inclusive cost estimates for onboarding additional employees, including equipment and training to the Public Safety Committee on a quarterly basis, so that the discussions surrounding these issues could be more well informed in the future. Mayor Miller pointed out that the two additional full-time employees would have a significant impact on Fire Department operations. Chief Harris provided a detailed example of improved response capability and operational flexibility with two additional firefighters. Ms. Moulton asked that the Council consider the proposal and continue the discussion next week. Mayor Miller agreed and moved the discussion to include the proposed half-time parking enforcement officer. Ms. Moulton asked if there would be any overlap in enforcement with the Planning Department and requested an overview of how this position will help the Police Department. Police Chief, Dave Floyd, responded that this position would handle parking enforcement in the City overall, with a significant amount of time spent addressing the situation on T Avenue, which would add 20 hours per week of dedicated parking enforcement in order to address complaints in a more timely manner. Ms. Moulton wondered if parking enforcement was working on T Ave. Chief Floyd responded that it is only one area of focus in the City and that there are additional areas such as Washington Park and near the Guemes Island ferry terminal, and that those efforts would help discourage those individuals from long-term parking in any part of the city. Mayor Miller added that parking enforcement has reduced the number of vehicles parked on T Avenue. Chief Floyd remarked that the position must be funded out of law enforcement funding to give them access to the appropriate vehicle databases. Mr. Walters commented that there needs to be more code enforcement in general, including parking, land use, civil code violations and drug houses. Mayor Miller pointed out that uniformed officers are used in enforcement actions related to drug houses.

Mr. Walters asked to clarify if the proposed full-time employee would be part-time stormwater work and part-time stormwater code enforcement. Mayor Miller clarified that it is one person half-time stormwater and half-time code enforcement for budgeting purposes. Public Works Director, Henry Hash, detailed the requirements for the .5 FTE for stormwater and code enforcement with the Planning Community and Economic Development department that it is required to fulfill the requirements of the source control program, which is required under the City's stormwater permit, adding that staffing is currently not adequate to comply with permit requirements. Mr. Hash added that the employee would assist the Planning, Community and Economic Development department with site plan reviews and front counter service to the public in City Hall. Mr. Walters asked if this person is going to be stormwater focused and not able to do considerable code enforcement. Mr. Hash confirmed this to be the case.

Mayor Miller invited the public to comment as part of the continued public hearing which had begun at the regular City Council meeting on November 7, 2022. No one present or online wished to comment on the 2023 budget proposal.

Mr. Walters proposed the Levy Lid Lift, an expansion of the utility discount program, shifting the parking enforcement officer to the Planning department and a civil deputy that would add \$18,000 over the current contracted deputy prosecutor and invited discussion on those proposals. Mayor Miller responded that the long-term costs of a full-time attorney would exceed the contractor's price. City Attorney, Darcy Swetnam, addressed the proposal stating that the contractor earns \$80,000 this year with an additional \$15,000 to assist with police related issues, whereas the proposed full-time staff attorney would amount to between \$137,000 to \$171,000 including benefits. She cited concerns about having a new Police Chief and upcoming projects such as expanding Laserfiche to the Municipal Court as reasons she did not include this request in the Legal department budget request. Mr. Walters asked for information specifying the cost basis for the comparable wage calculations. Ms. Swetnam responded she would provide the information.

Mr. Walters suggested that the City fund a Community Action office here in Anacortes. Mr. Young expressed support for Community Action, saying it is an investment in supporting those in need in Skagit County, and that a physical presence on Fidalgo Island would be complimentary to the services already available. Mayor Miller asked Mr. Hoglund to remind the Council of how much is budgeted in support of Community Action. Mr. Hoglund responded that \$10,000 is budgeted for 2023 and that there are Community Development Block Grant (CDBG) funding opportunities as well. Mr. Walters clarified that it would require \$60,000 to establish a Community Action office in Anacortes and that CDBG funds are limited to ten percent for services, which are currently allocated to the Family Center. Ms. Moulton shared Mr. Walters' concerns about the CDBG grant funding and pointed out that she agreed that the costs associated with those losing their homes far outweigh the cost of funding an office here in Anacortes. Ms. Hubik expressed support for Community Action, as it will connect Anacortes with the statewide organization. Mayor Miller acknowledged the Council's desires.

Mr. Walters asked for details of how much is expended on a payment management program for 2022 and 2023 and projections of real estate excise tax (REET) expenses. Mr. Hoglund responded that he did not have the payment history for the payment management program. He then provided overall real estate excise tax expenditures from 2016-2022 and projections from 2023-2028 referring to a spreadsheet that was added to the packet materials for the meeting. Mr. Walters asked that the REET projections and the payment management software cost estimate be provided to the Council. Mayor Miller promised to get the requested information to the Council.

Mr. Hoglund asked for firm directions on what to prepare for the Council for the next meeting regarding the addition of 2 full-time firefighters. Ms. Cleland-McGrath asked that the Police Chief and Fire Chief present what funding from a potential Levy Lid Lift would look like for each department. Mayor Miller remarked that the additional hires that would come with an approved Levy Lid Lift measure does not factor into the 2023 budget and that he would like something concrete for the Council to vote on. Ms. Moulton asked for additional time to talk with fire and police union representatives about their staffing needs.

Mayor Miller left the public hearing open for a future meeting.

Other Business

Mt Erie Cell Tower: Memorandum of Agreement with the Anacortes Kiwanis Club

Parks and Recreation Director, Jonn Lunsford, introduced the proposed memorandum of agreement with the Anacortes Kiwanis Club referring to a presentation that was added to the packet materials for the meeting. Mr. Lunsford and Cynthia Richardson of the Kiwanis Club answered Councilmember questions. ANTHONY YOUNG moved, seconded by CAROLYN MOULTON, to approve the memorandum of agreement with the Anacortes Kiwanis Club. Vote: Ayes - JEREMY CARTER, ANTHONY YOUNG, RYAN WALTERS, CHRISTINE CLELAND-MCGRATH, CAROLYN MOULTON, BRUCE MCDUGALL, AMANDA HUBIK. Nays - None. Result: Passed

Adjournment

There being no further business, at approximately 8:25 p.m. the Anacortes City Council meeting of November 14, 2022 was adjourned.

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 November 21, 2022 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
313656	4/6/2022	5752	ANACORTES PRINTING	DOOR HANGERS FOR FIBER	\$ 136.00	fiber
313680	7/31/2022	2207105C	SEAHURST ELECTRIC, INC	WTP TEMPORARY POWER TO INTAKE STATION	\$ 983.92	dwtp
313380	8/16/2022	51988	KRIEG CONSTRUCTION, INC	CEMETERY PAVING	\$ 21,669.70	parks1
313682	8/31/2022	22-0863C	SEAHURST ELECTRIC, INC	WTP TEMPORARY POWER TO INTAKE STATION	\$ 4,231.06	dwtp
313601	9/27/2022	20269	SEASIDE AUTO BODY	REPAIRS- #204	\$ 2,456.16	dshop
313602	9/27/2022	20270	SEASIDE AUTO BODY	REPAIRS- #176	\$ 2,985.25	wdist
313676	10/6/2022	8230385763	MOTOROLA SOLUTIONS INC	POLICE DEPARTMENT BODY CAMERAS - ANNUAL VIDEO SERVICE	\$ 391.68	apd
313687	10/10/2022	202201	ANACORTES WATERFRONT ALLIANCE	LEARN TO SAIL PROGRAM 2022	\$ 24,837.00	pkrec
313675	10/15/2022	20988TC	NW SAFETY SIGNS INC	OAK HARBOR FIBER INSTALLATION FLAGGING - 9/16/22-10/15/22	\$ 2,828.80	dwtp
313599	10/26/2022	INV053907	TRAFFIC SAFETY SUPPLY CO. INC	STREET BLANK SIGNS	\$ 464.20	dshop
313659	10/28/2022	19987787	MCKESSON MEDICAL-SURGICAL	PHARMA: NAHCO3	\$ 53.84	medic
313671	10/31/2022	220545	BLYTHE MECHANICAL, INC	DEPOT BOILER REPAIR	\$ 1,349.12	pw1
313690	10/31/2022	INV2557868	COPIERS NORTHWEST, INC	PURCHASE OF 5 REPLACEMENT COPIERS-FINANCE, FIRE, LEGAL, LIBRARY, WTP	\$ 21,563.07	finance
313374	10/31/2022	32238181	LINDE GAS & EQUIPMENT INC.	MAINTENANCE SUPPLIES	\$ 1,212.36	dwwtp
313649	10/31/2022	2083	SKAGIT CONSERVATION DISTRICT	NPDES PHASE II PUBLIC OUTREACH AND EDUCATION - SEP & OCT 2022	\$ 3,480.53	pw1
313597	10/31/2022	0173	SKAGIT COUNTY SOLID WASTE FUND	OCTOBER TONNAGE HAULED	\$ 88,650.70	dshop
313655	11/1/2022	19998176	MCKESSON MEDICAL-SURGICAL	PHARMA: ETOMIDATE	\$ 36.28	medic
313668	11/1/2022	200000666863	PUGET SOUND ENERGY INC	LIBRARY 10TH STREET LED 10/1-11/2/22	\$ 9.95	publib
313669	11/1/2022	200000667218	PUGET SOUND ENERGY INC	LIBRARY 10TH & M ST 10/1-11/1/22	\$ 20.72	publib
313695	11/1/2022	386000156	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 10/1-10/31/22	\$ 44.00	finance

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
313673	11/2/2022	2020-121	CURTIS EMERGENCY SERVICES LLC	EMERGENCY MANAGEMENT SERVICES - PER DIEM NOVEMBER 2022	\$ 61.50	medic
313603	11/2/2022	810578	MISTER T'S AWARDS &	NAME BADGES - MUSEUM, LIBRARY, HR	\$ 43.44	hr
313382	11/2/2022	27741	SKAGIT PUBLISHING LLC	PUBLISH AA-294904	\$ 113.68	finance
313383	11/2/2022	27742	SKAGIT PUBLISHING LLC	PUBLISH AA-294905	\$ 138.04	finance
313677	11/4/2022	1841-110422	CHAVOND-BARRY ENGINEERING CORP	INCINERATOR GENERAL ADVICE - OCTOBER 2022	\$ 750.00	dwwtp
313644	11/5/2022	022602368	GALLS, LLC.	UNIFORM BOOTS; OFC WILSON	\$ 116.20	apd
313645	11/5/2022	022602528	GALLS, LLC.	UNIFORM BOOTS; OFC RHODES	\$ 110.65	apd
313600	11/5/2022	216287	LAKE SIDE INDUSTRIES, INC.	WA CLASS G ASPHALT	\$ 5,088.34	wdist
313598	11/7/2022	1154919	FERGUSON ENTERPRISES, INC	6 OMNI+ C2 100CF METER-REFINERY	\$ 7,322.21	wdist
313654	11/7/2022	BC1748232	GALLS, LLC.	AC & FF BADGES	\$ 1,209.20	medic
313243	11/7/2022	34684	THRIFTY CLEANERS	UNIFORM CLEANING 10/1-10/31/22	\$ 103.63	apd
313641	11/8/2022	22-43255	BUDGET TOWING & AUTO REPAIR	TOWING; APD CASE 22-A08220	\$ 435.25	apd
313688	11/8/2022	2837989	FOSTER GARVEY PC	WWTP OUTFALL RELOCATION/GRANT PROJECT D20-2033	\$ 143.00	legal
313462	11/8/2022	141954	FRONTIER FORD	SPORD ARM & BLADE- #130	\$ 68.59	dshop
313646	11/8/2022	022630357	GALLS, LLC.	UNIFORM EXTERNAL VEST; CHIEF FLOYD	\$ 320.96	apd
313651	11/8/2022	BC1749297	GALLS, LLC.	ASSISTANT CHIEF UNIFORMS	\$ 2,005.99	medic
313373	11/8/2022	1200476260	HDR ENGINEERING, INC	WTP ELECTRICAL SYSTEM: PROJECT MANAGEMENT AND SYSTEM SUPPORT - SEP 25 - OCT 22	\$ 3,002.21	dwwtp
313657	11/8/2022	IN1787523	MUNICIPAL EMERGENCY SERVICES	SCBA REPAIR	\$ 49.08	medic
313461	11/8/2022	0001-280291	NAPA	BRAKE PADS & ROTOR #130	\$ 164.01	dshop
313459	11/8/2022	0001-280319	NAPA	BRAKE #130	\$ 4.29	dshop
313463	11/8/2022	208371	OASYS INC	PLOTTER CHARGE BASE AND CONTRACT 11/9-12/8/2022	\$ 66.89	pw1
313670	11/8/2022	200000667101	PUGET SOUND ENERGY INC	LIBRARY 1220 10TH 10/7-11/7/22	\$ 4,060.73	publib
313376	11/8/2022	220013297076	PUGET SOUND ENERGY INC	1100 STATE ROUTE 20 10/7-11/7/22	\$ 14.94	finance
313605	11/8/2022	220013297498	PUGET SOUND ENERGY INC	CASINO DRIVE UNDER TWIN BRIDGES: 10/7 - 11/7/22	\$ 33.28	dshop

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
313375	11/8/2022	220022355618	PUGET SOUND ENERGY INC	500 T TSUNAMI SIREN 10/7-11/7/22	\$ 10.89	dwwtp
313639	11/8/2022	1031	SKAGIT SHOOTING RANGE, LLC	RANGE FOR PISTOL QUAL	\$ 597.30	apd
313664	11/9/2022	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 10/12 - 11/8/12	\$ 75.48	medic
313578	11/9/2022	INV2556438	COPIERS NORTHWEST, INC	CANON/IRC5560I FINANCE/OPS/WWTP 10/8-11/7/22	\$ 458.24	finance
313377	11/9/2022	cpls	DEPARTMENT OF LICENSING	CPLS TO D.O.L.; OCTOBER 2022	\$ 432.00	apd
313464	11/9/2022	141958	FRONTIER FORD	HOSE & COVER #130	\$ 399.60	dshop
313661	11/9/2022	I6265853	HD FOWLER COMPANY INC	MAINTENANCE SUPPLIES FOR CHLORINE PLUMBING PROJECT	\$ 165.84	dwwtp
313684	11/9/2022	22-3217	IMS ALLIANCE	NAMETAGS, PASSPORT COLLECTORS FOR B29	\$ 262.21	medic
313460	11/9/2022	0001-280418	NAPA	OIL FILTER #516	\$ 47.51	dshop
313674	11/9/2022	1205	NORTHWEST COLORS INC.	W.T. PRESTON DECK RECOATING	\$ 26,351.90	museum
313648	11/9/2022	28010	SKAGIT PUBLISHING LLC	PUBLISH AA-302081	\$ 129.92	plan
313642	11/10/2022	22-43298	BUDGET TOWING & AUTO REPAIR	TOWING; APD CASE 22-A08273	\$ 418.88	apd
313573	11/10/2022	8498 30 030 0111230	COMCAST	WTP 14489 RIVER BEND RD. - 11/19-12/18/22	\$ 139.42	finance
313678	11/10/2022	1200477595	HDR ENGINEERING, INC	WASTEWATER TREATMENT PLANT OUTFALL - DESIGN - 8/28/22-10/22/22	\$ 10,640.96	pw1
313465	11/10/2022	RefundMcPherron	MCPHERRON, TAMI	WA PARK CAMPING REFUND	\$ 73.00	parks1
313643	11/10/2022	2022Q3-194	SKAGIT COUNTY INFORMATION	SKAGIT COUNTY IT - SPILLMAN FOR OTR 3 2022	\$ 29,678.51	apd
313576	11/10/2022	L151001	STATE AUDITOR'S OFFICE	ACCOUNTABILITY AUDIT 21-21	\$ 12,655.60	finance
313686	11/10/2022	2022-2730	THE WATERSHED COMPANY	PERIODIC REVIEW OF SHORELINE MASTER PROGRAM - THROUGH 10/31/22	\$ 620.00	plan
313457	11/10/2022	112185	WALTON BEVERAGE COMPANY, INC	OPS BREAK ROOM SUPPLIES	\$ 286.00	dshop
313650	11/11/2022	FB29621	CAROLLO ENGINEERS, INC.	WATER SYSTEM PLAN UPDATE - THROUGH 10/31/2022	\$ 5,619.00	dwtpt
313640	11/11/2022	2EV85805P5977311U	COMBAT FIRST AID	MINI FIRST AID KITS FOR PATROL WITH 12	\$ 2,030.89	apd
313572	11/11/2022	8498 30 017 0464628	COMCAST	WA PARK INTERNET 11/21-12/20/22	\$ 108.16	finance

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
313574	11/11/2022	106693757	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 11/1-11/30/22	\$ 378.35	finance
313596	11/12/2022	INV2558186	COPIERS NORTHWEST, INC	Canon/IRC5870i/3rd Floor 10/11-11/10/22	\$ 324.17	finance
313691	11/12/2022	calmopsanacorteswa11	FIREFIGHTER INSPIRATION	CALM THE CHAOS CLASS	\$ 10,952.48	medic
313606	11/14/2022	810699	MISTER T'S AWARDS &	NAME BADGE - PW DIRECTOR	\$ 21.72	hr
313692	11/14/2022	12P21871	MOTOR TRUCKS, INC	SENSOR #514	\$ 108.78	dshop
313607	11/14/2022	20222261	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING OCT 2022	\$ 3,492.94	finance
313689	11/14/2022	7427	TCA ARCHITECTURE PLANNING INC	FIRE STATION PLANNING AND DESIGN SERVICES - OCTOBER 2022	\$ 2,971.25	medic
313681	11/15/2022	120222	DAVE WHITE	ART WALK MUSICIAN	\$ 50.00	parks1
313666	11/15/2022	3997	DRUMMOND, SALLY	CEMETERY LOT BUY BACK	\$ 250.00	parks1
313685	11/15/2022	110122	FRIENDS OF THE FOREST	ANNUAL PROGRAM SUPPORT	\$ 8,000.00	parks1
313683	11/15/2022	11220	GEOGRAPHIC INFORMATION	2022 GIS SUPPORT	\$ 415.75	pw1
313665	11/15/2022	3996	RODGERS, SUSAN	LOT BUY BACK AT CEMETERY	\$ 250.00	parks1
313667	11/15/2022	221435	T-SHIRTS BY DESIGN	REC PROGRAM SUPPLIES	\$ 1,860.48	pkrec
	Total				\$ 323,107.68	



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 6.c.

Agenda Item Title: Interlocal Agreement #23-015-STM-001 with Skagit Conservation District for National Pollutant Discharge Elimination System (NPDES) Phase II Public Outreach & Education

Staff Contact(s): Henry Hash, DIANE HENNEBERT

Approved for Submittal to Council by **Action Type**
TIFFANY MATSON Contract Award

Item Summary: City staff seeks approval to execute Interlocal Cooperative Agreement 23-015-STM-001 with Skagit Conservation District for the NPDES Phase II Public Outreach & Education program for 2023.

Background: The City's municipal stormwater permit requires municipalities to develop and implement a Stormwater Management Program to reduce pollutants to the maximum extent practicable. Minimum control measures under this permit include public education and outreach activities. Skagit Conservation District has been providing education and outreach services with the City and other local jurisdictions as part of a regional partnership.

Key Terms:

- The total not-to-exceed cost for 2023 is \$19,272.00.
- The term of this Agreement shall be from 1/1/2023-12/31/2023.

Budget Impact:

Contractor	Skagit Conservation District
Agreement Amount	\$19,272.00
BARS #	445.711.531.00.41
Budget Amendment Required?	No
Start Date	1/1/23

End Date	12/31/23
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Previous Action: Interlocal agreements have been executed with Skagit Conservation District for these services in the past years to meet requirements under the NPDES permit.

Recommended Motion: I move that City Council authorize the Mayor to execute Interlocal Cooperative Agreement 23-015-STM-001 between City of Anacortes and Skagit Conservation District.

Alternative Actions: Not approve the interlocal.

Attachments (listed in order presented):

1. 23-015-STM-001

INTERLOCAL COOPERATIVE AGREEMENT #23-015-STM-001
BETWEEN
SKAGIT CONSERVATION DISTRICT
AND
CITY OF ANACORTES

WHEREAS, Phase II municipal stormwater permits require that municipalities develop, and implement a Stormwater Management Program ("SWMP") designed to reduce pollutants to the maximum extent practicable and that minimum control measures in the SWMP include: (i.) Public education and outreach on stormwater impacts, (ii.) Public participation/involvement opportunities, (iii.) Detection and elimination of illicit discharges to the Municipal Separate Storm Sewer System (MS4) (a regulatory program), (iv.) Post-construction stormwater management in new development and redevelopment (a regulatory program), and (v.) Pollution prevention and good housekeeping for municipal operations; and,

WHEREAS, the City of Anacortes, hereinafter referred to as "CITY", and the Skagit Conservation District, hereinafter referred to as "DISTRICT", would achieve mutual benefit from an agreement which would allow the DISTRICT to perform work on a reimbursable basis to assist CITY with the completion of certain tasks related to the implementation of NPDES Phase II permit requirements; and,

WHEREAS, working cooperatively on these programs can greatly aid in their overall quality, efficiency and economy.

NOW THEREFORE, THIS AGREEMENT (herein the "Agreement") is made and entered into by and between the DISTRICT, a Washington special purpose district and quasi-municipal corporation, and CITY, a Washington municipal corporation, pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT. DISTRICT and CITY may be individually referred to herein as "party" and may be collectively referred to herein as the "parties." In consideration of the following terms and conditions, the parties mutually agree as follows:

1. GENERAL PURPOSE: The CITY will reimburse the DISTRICT in accordance with Section 4 herein for planning and carrying out specific public education and outreach activities related to stormwater management, as specified in Exhibit A (attached hereto and incorporated by reference). The CITY intends to use these activities to fulfill its responsibilities under the National Pollution Discharge Elimination System Phase II (NPDES II) permit under Section S5.C.1 and Section S5.C.2. This work is in addition to a previous agreement between the CITY and the DISTRICT for similar services, which successfully completed several initial tasks associated with NPDES II permit compliance, including stormwater pond maintenance, stormwater education in schools, and coordination of the Stream Team volunteer program.

2. RESPONSIBILITIES:

2.1. The CITY shall:

2.1.1. Verify with the State Department of Ecology that tasks and deliverables performed and submitted pursuant to this Agreement meet the CITY's NPDES, Phase II requirements.

2.1.2. Reimburse the DISTRICT for the work as identified in Exhibit A (Scope of Work and Schedule), in accordance with the terms of this Agreement.

2.1.3. The CITY is not obligated to perform or provide any other services, duties, or responsibilities except as otherwise specified pursuant to the terms of this Agreement.

2.2. The DISTRICT shall:

- 2.2.1. Provide the work, services, and deliverables as described in Exhibit A (Scope of Work and Schedule), in accordance with the terms of this Agreement.
- 2.2.2. Be responsible for overseeing and managing volunteers identified in Exhibit A. All volunteers shall be volunteers of the DISTRICT and not volunteers of the CITY.
- 2.2.3. Be responsible and liable for all costs and expenses associated with all work involved in the education and outreach plan not reimbursed under this Agreement unless this Agreement is subsequently amended as provided for in Section 9 of this Agreement.

3. TERM OF AGREEMENT:

- 3.1. The term of this Agreement shall be from January 1, 2023 through December 31, 2023, unless sooner terminated pursuant to the terms herein.

4. MANNER OF PAYMENT:

- 4.1. The DISTRICT shall submit invoice(s) MONTHLY for quantities delivered during the invoice period and include with each invoice a report documenting each task and the work accomplished. Invoices shall be accompanied by any backup documentation pertaining to the invoice as may be requested by the CITY.
- 4.2. Upon receipt of invoices from the DISTRICT pursuant to 4.1, the CITY shall pay the DISTRICT for expenditures based on satisfactory performance and progress toward deliverables as provided and documented in reports accompanying detailed invoices for services. The CITY shall pay such invoice(s) to the DISTRICT within thirty (30) days. Such payment shall be full compensation for work performed or services rendered, including, but not limited to all labor, materials, supplies, equipment, and incidentals necessary to complete the work (as identified and described at Exhibit A).
- 4.3. The parties agree that the maximum funding to be provided by the CITY to the DISTRICT pursuant to this Agreement shall be on a time and materials basis not-to-exceed **Nineteen Thousand Two Hundred and Seventy-Two Dollars (\$19,272.00)** for the term of this agreement. The estimated costs per task are detailed in Exhibit A.

5. NO PARTNERSHIP OR JOINT VENTURE: No partnership and/or joint venture exist between the Parties, and no partnership and/or joint venture is created by and between the Parties by virtue of this Agreement. No agent, employee, contractor, subcontractor, consultant, volunteer, and/or other representative of the parties shall be deemed an agent, employee, contractor, subcontractor, consultant, volunteer, or other representative of the other Party.

6. ADMINISTRATION: The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

6.1. The CITY's representative shall be the Public Works Director. The Public Works Director has designated the Stormwater Program Manager as his designee.

6.2. DISTRICT's representative shall be the District Manager.

7. TREATMENT OF ASSETS AND PROPERTY: No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

8. INDEMNIFICATION: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the CITY by reason of entering into this contract except as expressly provided herein.

9. TERMINATION: Any party hereto may terminate this Agreement upon thirty (30) days' notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

10. CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS: The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

11. SEVERABILITY: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement 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.

12. DOCUMENTS AND MATERIALS PRODUCED: The CITY shall have the right to use and distribute any and all documents, writings, data, public records or other materials prepared by either party in connection with performance of this Agreement. When using material that is funded under the Implementation Grant, the parties shall acknowledge the funding source.

13. DEFAULT: Failure of the parties to comply with the terms of this Agreement shall constitute default.

14. VENUE AND CHOICE OF LAW: In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this agreement, the venue of such action of litigation shall be in the Superior Court of the State of Washington in and for the County of Skagit. This agreement shall be governed by the laws of the State of Washington.

15. NO THIRD PARTY BENEFICIARIES: This Agreement is not intended to nor does it create any third party beneficiary or other rights in any third person or party, including, but not limited to, any agent, contractor, subcontractor, consultant, volunteer, or other representative of either party.

16. COUNTERPARTS: This Agreement may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one agreement.

17. ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

SKAGIT CONSERVATION DISTRICT

CITY OF ANACORTES

By: _____
Dean Wesen
Chair

By: _____
Matt Miller
Mayor

Date: _____

Date: _____

Address: Skagit Conservation District
2021 E. College Way, Suite 203
Mount Vernon, WA 98273

City of Anacortes
904 6th Street
Anacortes, WA 98221

TN: (360) 482-4313

(360) 293-1966

FAX: (360) 424-6172

(360) 293-1938

Exhibit A – Scope of Work and Schedule

Public Education, Outreach, Participation and Involvement Project for National Pollution Discharge Elimination System (NPDES) Phase II Compliance

1.0 Public Education, Outreach, Participation and Involvement

The District, with City assistance, shall develop and implement activities for addressing the “Public Participation and Involvement” minimum control measure, one of six measures required to meet the conditions of the NPDES stormwater permit with fair treatment and meaningful involvement of all people, regardless of race, color, national origin, or income. The essential goals include improving public knowledge of local stormwater issues, receiving public input on potential solutions, gaining public support for the compliance with the County’s Comprehensive Stormwater Management Plan (CSMP), and developing a volunteer workforce to help implement this plan.

Task 1.1 Host Private Stormwater Facility Maintenance Workshop

The SCD will organize and implement two partial day or evening workshops focusing on Private Stormwater Facility Maintenance. The target audience for this group will be Home Owner Associations, private stormwater facility owners, and the general public. These workshops will focus on educating the audience on their responsibilities to maintain their private stormwater facilities.

Required Tasks and Deliverables:

The District, with City assistance, shall develop and deliver an annual workshop. The workshop shall occur before August 31, 2023. The workshop shall include:

- A. An overview of the key components of identifying private stormwater maintenance and a field trip to visit several private facility examples.
- B. An assessment of the attendees behavior change as a result of the workshop.

Estimated Cost: **\$1,500.00**

Task 1.2 – Watershed Masters Training Program

This outreach and education program will target residents of all major drainage basins within the lower Skagit, including Gages Slough on an annual basis. This program consists of 40 hours of training and will focus on: providing presentations/training to the Watershed Masters (WSM) on City stormwater program priorities through classroom and fieldtrip activities. Topics covered include, but are not limited to: watershed history and geology, water quality, stream ecology, salmon, wetlands and soils, agricultural and forestry BMPs, stormwater runoff and activities that landowners can do to reduce stormwater water quality impacts, and low impact development practices. Content of coursework will be coordinated with City staff to meet the needs of City stormwater program.

Required Tasks and Deliverables:

The District shall organize and present one Watershed Masters workshop series annually.

- A. Perform recruitment of interested community residents to participate in the annual Watershed Masters workshop series.
- B. Document participation and volunteer activities conducted by the Watershed Masters volunteers.

- C. Include program evaluation forms that will be completed by the participants to determine behavior changes implemented.
- D. Participants will report BMPs implemented at home based on education learned during training.

Estimated Cost: **\$1,955.00**

Task 1.3 – Volunteer Water Quality Monitoring Program (Skagit Stream Team)

The primary purposes of the program are: to inspire stewardship in regards to water quality by educating citizens about land use, stormwater runoff, and nonpoint source pollution and involving them in the process of water quality data gathering; to develop and implement a routing sampling program that can be used to assess water quality trends, characterize the existing water quality of priority freshwater drainages, and to determine how water quality conditions compare to State Standards; and to document improvements in water quality as a result of the implementation of BMPs. Water quality parameters sampled by volunteers currently include: fecal coliform bacteria, dissolved oxygen, water temperature, turbidity, and total depth.

- A. Coordinate with the City to determine priority areas for monitoring.
- B. Coordinate with the City jurisdictions to determine stream priority.
- C. Promote program in partnership with local jurisdictions and recruit citizen participation.
- D. Coordinate volunteer activities; maintain volunteer records and data sheets and coordinate volunteer recognition events.

Required Task and Deliverables:

- A. Annual recruitment of volunteers to participate in the Stream Team program will be conducted. Recruitment efforts will target local residents age 18 and up, Watershed Masters, and Environmental Tech students attending Skagit Valley College.
- B. The SCD shall conduct an annual 3-session training event held in Sept. of each year.
- C. Each year, a team of volunteers (2-3 volunteers on each team) will make a commitment to collect water quality data at 4-5 assigned stations on a monthly basis for one year (each station will be monitored twice a month). Stations will be located in consultation with City staff.
- D. Volunteer hours contributed by participants will be tracked on a yearly basis and submitted with annual report.
- E. An annual report will be submitted to the City on or before January 15 of each year.

Estimated Cost: **\$4,000.00**

Task 1.4 Not Applicable

Task 1.5 - Social Marketing Strategy

SCD will develop a social marketing strategy aimed at reducing fecal coliform bacteria levels in urban creeks by encouraging collection and proper disposal of dog waste by dog owners. SCD will work with City and County partners to identify high priority parks/neighborhoods, identify barriers and opportunities, develop a consistent message & develop and implement strategies to affect behavior change.

Required Tasks and Deliverables:

The SCD shall:

- A. Develop a social marketing strategy aimed at encouraging local residents to scoop their dogs' poop and put it in the trash in public areas and on private property.

Estimated Cost: **\$500.00**

2.0 Public Education and Outreach

The District, with City assistance, shall develop and implement activities for addressing the "Public Education and Outreach" minimum control measure, one of six measures required to meet the conditions of the NPDES stormwater permit. The goal of this minimum control measure is to facilitate greater public awareness of the sensitivity of local surface waters, their beneficial uses, the detrimental effects of polluted storm water and illicit discharges, and measures that can be taken to reduce stormwater pollution.

Task 2.1 – Backyard Conservation Program

This annual 6-week short course will feature tips for native plant landscaping, environmentally friendly gardening practices, composting, mulching, nutrient management, pest management, landscaping for wildlife, water conservation tips, low impact development practices for homeowners, and overall, backyard practices that will reduce stormwater runoff pollution. The training will be provided by local experts. Participants will attend 6 evening sessions (once a week) and two Saturday field excursions. The following topics will be included in the training: Proper use and disposal of pesticides, herbicides, and fertilizers, and use of non-toxic alternatives; use of native plants in landscaping, reducing size of lawn,; preventive car maintenance, including proper disposal of used oil, coolant, and other toxic materials; use of permeable pavement for driveways and patios; proper disposal of pet waste and livestock waste and composting.

Required Tasks and Deliverables:

The District shall organize and present one Backyard Conservation Program annually.

The SCD shall:

- A. Organize and conduct the Backyard Conservation Stewardship program in partnership with local jurisdictions on an annual basis.
- B. Engage in recruitment of interested residents to participate in the annual Backyard Conservation Stewardship program.
- C. Coordinate with, and involve businesses, schools, parks, and other organizations in establishing backyard stewardship practices that will promote habitat for wildlife and reduce stormwater runoff.
- D. Document participation of class attendees.
- E. Ensure that program evaluation forms are completed by the participants to determine class effectiveness. Follow up surveys will be conducted on an annual basis to determine whether or not class participants have made behavior changes to reduce stormwater impacts based on what was learned in the program.

Estimated Cost: **\$1955.00**

Task 2.2 – Resource Materials/Education for Local Schools

The District currently maintains an enviroscape watershed model that is available for presentations or available for teachers (or other agency personnel) to borrow. An

information packet, which contains a brief description of all materials available to teachers will be compiled and mailed to all elementary schools located throughout Skagit County (urban and rural areas) each September, to all elementary school teachers as well as science and agriculture teachers at the middle school and high school levels, home schools, and other groups. Information about other District educational programs, such as Envirothon, 6th Grade Conservation Tour, and the Annual Natural Resource Poster Contest, and live presentations available by District staff will be included in the packet.

Required Tasks & Deliverables:

The District shall prepare and send out an annual teacher's packet, provide classroom presentations, and provide educational resources to teachers. The SCD shall:

- A. Incorporate a special section in the annual teacher's packet that will specifically highlight stormwater and low impact development education materials and presentations available.
- B. Provide classroom presentations on stormwater and water resources to local schools (and other groups) as requested. The SCD shall work with the City of Anacortes Stormwater Program Manager to create a new Anacortes specific curriculum.
- C. Distribute 100 teacher's information packets highlighting resources on stormwater and water quality available through the District office.
- D. Give a minimum of 7 presentations each year to local schools or other youth groups on pollution from stormwater.

Estimated Cost: **\$1,100.00**

Task 2.3 – Miscellaneous

Assist City with other related programs or tasks on an as needed basis upon mutual agreement between City and SCD, such as providing annual reporting requirements.

Required Tasks and Deliverables:

To be determined as agreed to between the parties.

Estimated Cost: **\$2,100.00**

Task 2.4 – Stormwater Educational Brochures and Fact Sheets

The District will develop a series of educational brochures and/or fact sheets for the general public and specific audiences (homeowners, businesses, landscapers, property managers, engineers, developers, contractors, land use planners, etc) on various topics that could range from landscaping, low impact development, recycling, disposing of motor oil and other hazardous materials, water conservation, pet waste management, etc. Where the demographics are applicable, the information may also be printed in Spanish.

Required Tasks and Deliverables:

The District shall develop and mail stormwater related education brochures, fact sheets, and posters to a variety of target groups. The SCD shall:

- A. Coordinate with the City and local citizen groups to choose stormwater education topics that will be used to generate a series of brochures and/or fact sheets.

- B. Oversee printing and distribution of these materials.
- C. Develop educational materials to target mobile businesses, landscapers, homeowners, and property managers.

Estimated Cost: **\$1,960.00**

Task 2.5 – Workshops for Local Contractors, Businesses & Residents

The SCD will organize and host workshops, trainings and/or tours focusing on topics that include green roofs, pervious pavement, rain gardens, biofiltration, pervious pavement, and pervious concrete. The target audience for these workshops will be local contractors, businesses, or homeowners.

Required Tasks and Deliverables:

The SCD will organize and implement a public workshop and/or tour focusing on education and outreach to local contractors, businesses, or homeowners on a variety of Low Impact Development (LID) techniques.

The District, with City assistance, shall develop and host a workshop, training and/or field tour, which will include:

- A. An overview of the benefits and challenges of the different types of LID techniques and instruction on how to implement LID into their operations.
- B. An assessment of the attendees behavior change as a result of the workshop.

Estimated Cost: **\$1,500.00**

Task 2.6 Not Applicable

Task 2.7 – Produce Media Advertisements

The District will coordinate with all of the Skagit County Municipal NPDES Phase II permittees to design and produce a variety of media advertisements to promote sustainable behavior and stewardship ethics that reduce potential pollution and stormwater impacts.

Required Tasks and Deliverables:

The District shall:

- A. Design and produce a minimum of one media advertisement annually. The media format may include newspaper, social media, internet, and radio.
- B. SCD will coordinate the advertisement with City staff.

Estimated Cost: **\$950.00**

3.0 Administration and Oversight

SCD shall perform administrative duties and program oversight related to the tasks listed in the agreement. Activities will include:

- A. Maintaining clear records and files for all activities conducted under this contract
- B. Preparing progress reports, invoices, and other documentation as required under the contract

Annual Cost (10% of All Tasks): **\$1,752.00**



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 7.a.

Agenda Item Title: Ordinance 4033: 2023-2028 Capital Facilities Plan

Staff Contact(s): STEVE HOGLUND

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
GREG FRANCIOCH	Public Hearing

Item Summary: The Capital Facilities Plan covers the budget years 2023 - 2028 and totals \$273,444,524

Budget Impact:

\$273,444,524

Previous Action: Council review on [October 3](#) and [October 10](#); and public hearing on [November 7](#) and [November 14](#).

Recommended Motion: I make a motion to approve ordinance 4033 adopting the 2023-2028 Capital Facilities Plan.

Alternative Actions: Do not approve and direct staff as to next steps.

Attachments (listed in order presented):

1. Ord 4033 full cfp document

ORDINANCE NO. 4033

AN ORDINANCE ADOPTING THE CAPITAL FACILITIES PLAN (CFP)
FOR THE 6-YEAR PERIOD 2023-2028

Section 1. The Growth Management Act mandates development of a capital facilities element consisting of a six-year financing plan [RCW 36.70a.070-(3)].

Section 2. The City of Anacortes Comprehensive Plan is hereby amended adopting the 2023-2028 Capital Facilities Plan. Adoption of the 2023-2028 Capital Facilities Plan will replace the 2022-2027 Capital Facilities Plan.

Section 3. The total estimated expenditures/revenues for each major category and the aggregate total for all such categories combined are summarized and set forth as follows:

General Government	\$ 25,497,000
Parks	\$ 6,325,000
Fiber	\$ 10,900,000
Fire/EMS	\$ 6,050,000
Waste Water	\$ 79,567,000
Solid Waste	\$ 270,000
Storm	\$ 1,426,750
Transportation	\$ 101,752,994
Water	\$ 41,655,780
Total	\$ 273,444,524

Section 4. 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 21st day of November, 2022

CITY OF ANACORTES, WASHINGTON

BY: _____
Matt Miller, Mayor

ATTEST:

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM:

Darcy J. Swetnam, WSBA # 40530
City Attorney



SIX-YEAR CAPITAL FACILITIES PLAN (CFP)

2023-2028 CFP

EXECUTIVE SUMMARY

This Capital Facilities Plan (CFP) is a supporting document to the Comprehensive Plan. The CFP identifies what public facilities and services are needed for the planned growth and how to finance them. The information presented in the CFP reflects an evaluation of existing infrastructure and levels of service for the following facilities: 1) general government facilities 2) public safety 3) water 4) sanitary sewer 5) storm water 6) solid waste facilities 7) parks and recreation, and 8) transportation facilities. With a set of proposed capital projects and the related financial plans to carry them out, this CFP provides a clear path forward for infrastructure expansion. The CFP also ensures that infrastructure improvements are provided at the same time as development (“concurrent”) as required by state law.

LIST OF CAPITAL PROJECTS

INTRODUCTION

In 1990, the Washington State Legislature approved the Growth Management Act (GMA) directing local government to control and manage growth within their jurisdictional boundaries. Through this unprecedented action, the State Legislature recognized that uncoordinated and unplanned growth without common goals could impact the environment and effect economic development and the high quality of life for Washington citizens. GMA has significant requirements in the areas of facilities planning and capital improvement financing to ensure that the public facilities and services necessary to support development will be adequate at the time the development is available for occupancy and use. Furthermore, this support must be planned for and funded without decreasing current levels of service below locally established minimum standards.

The statutory requirements for preparing a capital facilities plan under GMA have changed the way comprehensive planning has previously been accomplished. Both the transportation element and the capital facilities element reinforce the requirement that a local government’s comprehensive plans prepared according to GMA be realistic. Specifically, the GMA requires that the Capital Facilities Element of a Comprehensive Plan include an inventory of public facilities, a projection of future needs, and a plan for funding and financing public facilities and infrastructure. This Capital Facilities Plan is intended to provide the technical foundation – inventory of existing facilities, established Level of Service (LOS) standards, proposed projects, and projected funding as appropriate – for the Capital Facilities Element.

Why are capital facilities important? Capital facilities support the growth envisioned in the City's Comprehensive Plan. The GMA requires that all capital facilities have "probable funding" to pay for capital facility needs, and that jurisdictions have capital facilities in place and readily available for new development or must be of sufficient capacity when the population grows, particularly for transportation concurrency or for services deemed necessary to support development.

CAPITAL FACILITIES PLAN OVERVIEW

This Capital Facilities Plan is a companion document to the Capital Facilities Element of the City of Anacortes Comprehensive Plan. The Capital Facilities Element addresses the City's capital facilities planning approach and policy framework, while the Capital Facilities Plan is an implementing strategy and planning methodology designed to demonstrate that the Capital Facilities Element is financially realistic and attainable. The Capital Facilities Plan and the Capital Facilities Element, in combination, fulfill the requirement of the State of Washington's GMA that the comprehensive plan of each jurisdiction planning under the Act include the following elements:

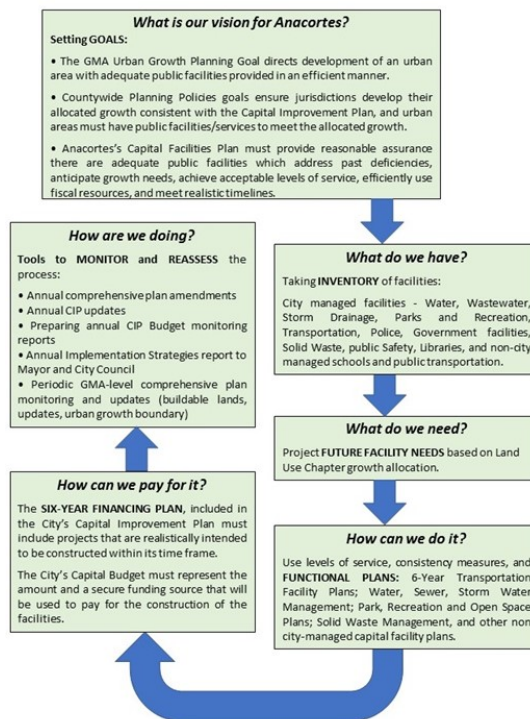
- An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities;
- A forecast of the future needs for such capital facilities;
- The proposed locations and capacities of expanded or new capital facilities;
- At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and
- A requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, Capital Facilities

Element, and financing plan within the capital facilities plan element are coordinated and consistent. (RCW 36.70A.070)

The Capital Facilities Plan and the Capital Facilities Element are also intended to achieve, primarily, the following planning goal of the GMA:

"Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards." (RCW 36.70A.020)

CAPITAL FACILITIES PLANNING PROCESS UNDER THE GMA



DEFINITION OF A CAPITAL PROJECT

According to WAC 365-196-415, capital facilities to be included in the inventory and analysis of the CFP include, at a minimum water systems, wastewater systems, stormwater systems, schools, parks, trails, and recreation, public safety, and transportation. Capital facilities generally have a long useful life and include both city and non-city operated infrastructure. Capital facilities planning does not cover regular operations and maintenance, but such planning does include major repair, rehabilitation, or reconstruction of facilities.

For the purposes of this plan document, capital facilities projects are generally defined to be any project that possesses all the following characteristics:

Has a useful life of at least 10 years;

Exceeds an estimated cost of \$20,000;

Involves totally new physical construction (or equipment procurement), reconstruction designed to gradually and systematically replace an existing system on a piecemeal basis, replacement of a major component of an existing facility, or acquisition of land or structures;

Involves City funding in whole, or in part, or involves no City funds, but is the City's responsibility for implementing, such as a 100% grant-funded project.

Examples of Capital Facilities

Facility Category	Improvements, Equipment, Etc.
General Government	Community Youth Recreation Center
Public Safety	Expansion of Public Safety facility
Water	Water tanks Treatment facilities/buildings Transmission/distribution pipeline system
Sewer	Wastewater Treatment Plant Pump stations & standby generators Sewer collection and conveyance system
Storm drain	Regional detention/Treatment facilities Subdivision detention/treatment facilities (public) Pipeline/open channel conveyance systems
Solid Waste	Dumpsters
Parks & Recreation	Purchase of park property Construction of park facilities Construction of trail facilities
Transportation	Arterial street improvements Collector, residential & neighborhood streets Intersection improvements

CAPITAL FACILITIES PROVIDED BY OTHERS

In addition to city-owned infrastructure and facilities, the GMA requires that jurisdictions plan for facilities that are provided by other entities, such as public school facilities. Public school facilities are planned for and provided throughout the UGA by the Anacortes School District. Each county and city must also provide a process for identifying and citing “essential public facilities” within our area. Such facilities could include major regional facilities that are needed but difficult to site, such as airports, state educational facilities, solid waste handling facilities, substance abuse and mental health facilities, group homes and others.

Schools

In the Anacortes UGA, school facilities are planned for and provided by the Anacortes School District. The City provides projected growth information to the School District for its planning purposes. In 2015, the voters passed an \$86.9 million bond to partially replace the high school and address other facility needs.

School Building	Location	Bldg. Size (SF)	Enrollment (2017)	Capacity
Whitney Early Childhood Education Center	1200 M Ave.	16,750	143	192
Fidalgo Elementary School (K-5)	13590 Gibraltar Rd.	56,722	373	451
Island View Elementary School (K-5)	2501 J Ave.	56,566	423	475
Mt. Erie Elementary School (K-5)	1313 41st St.	41,796	384	449
Anacortes Middle School (6-8)	2202 M Ave.	96,791	617	675
Anacortes High School (9-12)	1600 20th St.	146,330	745	994

Other Recreational Facilities

The Fidalgo Parks and Recreation District (a special purpose district) operates a public swimming pool and fitness center located at 1603 22nd Street. The pool was constructed in 1975. In 2014 a new fitness center was constructed adjacent to the pool building.

On October 1, 2018 the District Commission voted to move forward with the proposed construction of a new, approximately 40,000 sq. ft. pool facility to better serve the community’s evolving needs. Potential funding includes a combination of private donations and public funds. If adequate funding is obtained, construction of the facility is projected to begin in spring 2021.

DETERMINING WHERE, WHEN, AND HOW CAPITAL FACILITIES WILL BE BUILT

In planning for future capital facilities, many factors need to be considered. The process used to determine the location of a new park is very different from the process used to determine the location

of a new sewer line. Also, many sources of financing can only be used for certain types of projects. The City conducts detailed planning regarding water, sewer, and stormwater systems; parks and recreation; transportation; and public safety. Planning documents related to each of these facilities include detailed inventories and capacity information, needs analyses, and general financing information. This Capital Facilities Plan, therefore, is the product of many separate but coordinated planning documents, each focusing on a specific type of facility.

The Comprehensive Plan provides goals and policies for capital facilities planning. Policy CF-1.5 states “When planning, developing, and administering the City’s capital facilities plan, give primary consideration to the following:

1. Protect public health and safety.
2. Provide infrastructure to support the vision of Anacortes’s future as articulated in the Comprehensive Plan.
3. Support the provision of City services consistent with the expectations of the community, as expressed in the City’s adopted level of service standards.
4. Maintain, rehabilitate, or replace the City’s facilities and infrastructure as necessary to extend the useful life of existing facilities and ensure continued efficiency.
5. Develop and operate capital investments in a way that is fiscally responsible.”

In addition to established goals and policies, recommendations of local community members and advisory boards are also considered when determining types and locations of projects. Some capital needs of the City are not specifically included in a comprehensive plan, however are important to the quality of life in Anacortes. These projects may not meet the growth management definition of capital facilities because of the nature of the improvement, its cost, or useful life.

THE ROLE OF THE CFP IN THE OPERATING BUDGET PROCESS

The CFP is a financial planning document that satisfies mandatory planning requirements under the Growth Management Act as outlined in RCW 36.70A.070 , and allows the City to apply for grants and authorized funding sources such as REET. The CFP financing plan proposes (vs. provides) an income stream that can finance capital expenditures and the increased operating costs which may result from opening new public facilities. However, projects that are listed in the CFP do not automatically roll into the budget. It is not until budget decisions are made by the City Council that the actual means of financing a project are determined and the actual dollars to be spent on capital costs and operating costs are determined, budgeted, and approved.

Once developed, the CFP makes the budget preparation process easier in that capital outlays will have already been spelled out and the dollar amounts only need be carried across to the budget. The CFP document accompanies the budget as a companion explanatory reference source. The City will perform its activities and make capital budget decisions in conformity with its Comprehensive Plan (RCW 36.70A.120).

CFP REVIEW PROCESS

Every two years a review process is conducted to update the Capital Facilities Plan, similar to the Operating Budget review process. The Anacortes Municipal Code (AMC 19.16.030.C) outlines the procedural requirements for amendments to the Comprehensive Plan capital facilities planning element and financing plan. Following is a general description of the biennial CFP update process:

1. Recommended Staff Changes

City staff reviews the current CFP and suggests alterations in scope, cost, financing sources or schedule for some of the projects currently in the Plan, then considers a list of entirely new CFP projects. Department managers present their preliminary program to the Mayor for review and changes are made based on overall City goals and priorities.

2. Staff Presentation to the City Council

The Council receives the staff's draft CFP and begins discussing the content. Staff makes presentations detailing the Plan's content and areas of change from the previous Plan.

3. Public Presentations and Feedback

Staff also offers to conduct informational meetings with community groups and the general citizenry. Suggested changes to the CFP that arise from these sessions are forwarded to the City Council.

4. Public Comment Period and Hearing

Public notice of the availability of the draft CFP is provided and the public is invited to comment in writing and/or at a public hearing conducted by the City Council.

5. City Council Review and Adoption

After considering all public testimony, the City Council makes their desired alterations to the CFP, adopts the plan by ordinance, and directs staff to prepare a published document containing the newly revised final CFP and to formally incorporate this into the City's Comprehensive Plan.

MEETING EXPECTATIONS: LEVELS OF SERVICE AND CONCURRENCY

INTRODUCTION

State Growth Management Act Administrative Code (WAC 365-195-315) recommends that local capital facilities plans include a discussion on “. . . the selection of levels of service or planning assumptions for the various facilities to apply during the planning period (twenty years or more) and which reflect community goals.” This section of this plan will constitute that discussion for the Anacortes Capital Facilities Plan.

LEVELS OF SERVICE

Level of service (LOS) is a term that describes the amount, type, or quality of facilities that are needed to serve the community at desired and measurable standards. These standards vary, based not only on the type of services being provided, but also by the quality of services desired by the community. A community has the option to lower, raise, or maintain the existing levels of service for each type of capital facility and service. This decision will affect both the quality of service provided, as well as the amount of new investment or facilities that are, or will be, needed in the future to serve the community.

Level of service standards state the quality of service that the community desires and for which service providers should plan. The adoption of level of service standards indicates that a community will ensure that those standards are either met, or can be met, at the time development occurs. If

such standards cannot be met, the community may decide to decrease the standard, determine how the needed improvements will be paid for, or deny the development.

CAPITAL FACILITIES PROVIDED BY THE CITY

Service or Facility	Level of Service Standard
Water	A flow volume that meets instantaneous demand together with projected fire flows consistent with the Anacortes Water System Plan, the Skagit County Coordinated Water System Supply Plan and the 1996 Memorandum of Agreement Regarding Utilization of Skagit River Basin Water Resources for Instream and Out of Stream Purposes.
Wastewater	Collection and treatment of peak wastewater discharge, including infiltration and inflow, consistent with the Sewer System Utility/Comprehensive Plan.
Stormwater	Consistent with the requirements of the current Department of Ecology Surface Water Design Manual and Surface Waste Water Comprehensive Plan adopted by the City.
Parks	As adopted in the Anacortes Parks & Recreation Comprehensive Plan
Transportation	LOS C for City street corridors. Washington State Department of Transportation LOS requirements apply to the State Routes within the City (LOS D). For a complete description of LOS standards for transportation, refer to the Transportation Element.
Police Protection	1.7 officers per 1,000 people Average 5 minute response to emergency calls from time of dispatch. Average 15 minute response to non-emergency calls from time of dispatch.
Fire Protection	Initial response—imminent rescue capability From time of 911 call to any structure, vessel, vehicle, wildland fire, and hazardous materials incident; arrive with the closest fire engine staffed with 3 firefighters within 7 minutes 90% of the time. Effective response force From time of 911 call, to any structure, boat, vehicle, wildland fire, and hazardous materials incident; be able to assemble an Effective Response Force of 12 firefighters within 11 minutes 90% of the time. Fire prevention Provide an initial fire inspection of High Risk Business Occupancies twice a year, and other Business Occupancies annually.

CAPITAL FACILITIES PROVIDED BY OTHERS

For some of the capital facilities in Anacortes, the City is not the direct provider of service. In the instances where the City does not provide the service, it may contract with either districts or other governmental entities. In some instances, certain public services, such as public transit, other recreational facilities, and school services, are entirely provided through other public entities. In these cases, the City can work collaboratively with those providers to recommend service goals and provide information to ensure that those providers are planning for appropriate growth in the City.

CONCURRENCY

The term concurrency is used in conjunction with LOS standards within the Capital Facilities Element of Anacortes's Comprehensive Plan and requires that the public facilities and services necessary to support development shall be adequate to serve the development at the same time (concurrent to when) the development is available for occupancy or use, or within a reasonable time as approved by the City, without decreasing current service levels below locally established minimum standards.

When concurrency is applied to a specific development, one of two outcomes is possible:

Outcome 1

When a new development requires capacity of capital facilities that are already in place, then that development has satisfied the concurrency test. Development and occupancy can then proceed.

Outcome 2

When a new development requires capital facilities that do not exist in order to maintain an adopted level of service, then that development does not satisfy the concurrency test. The new enhanced capital facilities must be strategized for, constructed, or bonded. Costs of the new facilities will be borne by the developer's fair share impact, the City, and possibly other parties participating in the installation of facilities.

CONCURRENCY – WHAT IS IT?

Concurrency is synonymous with the provision of adequate public facilities for a specific development project. GMA gives numerous statements of standards to follow when analyzing concurrency requirements:

GMA Planning Goals 12 (RCW 36.70A.020)

“...public facilities and services. . . shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.”

Subdivisions (RCW 58.17.110 (2))

“A proposed subdivision and dedication shall not be approved unless the city, town, or county legislative body makes written findings that: (a) appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainageways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds. . .”

Comprehensive Plans - Mandatory Elements (RCW 36.70A.070 (6)(b))

“... local jurisdictions must adopt and enforce ordinances which prohibit development approval if the development causes the level of service on a locally owned transportation facility to decline below the standards adopted in the transportation element of the comprehensive plan, unless transportation improvements or strategies to accommodate the impacts of development are made concurrent with the development . . . For the purposes of this subsection, ‘concurrent with the development’ shall mean that improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within six years.”

Impact Fees. (RCW 82.02.050 (1)(a))

“...It is the intent of the legislature . . . To ensure that adequate facilities are available to serve new growth and development.”

Interpretations on Concurrency. (WAC 365-195-070 (3))

“...concurrency should be sought with respect to public facilities in addition to transportation facilities. ...Concurrency describes the situation in which adequate facilities are available when the impacts of development occur, or within a specified time thereafter. With respect to facilities other than transportation facilities and water systems, local jurisdictions may fashion their own regulatory responses and are not limited to imposing moratoria on development during periods when concurrency is not maintained.”

CONCURRENCY APPLIED

The Anacortes Comprehensive Plan addresses concurrency in various goals and policy sections. The Capital Facilities Element of the Comprehensive Plan sets forth the following goals, each with its related policy subsets, relating to concurrency:

Goal CF-1. Support Existing Development and Future Growth. Provide capital facilities and public services necessary to support existing and new development envisioned in the land use element.

Goal CF-2. Level of Service. Utilize level of service standards that correspond with the Land Use Element and provide a realistic assessment of City resources.

Goal CF-3. Correct Deficiencies. Identify deficiencies in public facilities serving existing development based on adopted level of service standards and the means and timing by

which those deficiencies will be corrected.

Goal CF-4. Financial Feasibility. Ensure that planned capital facilities are financially feasible.

Goal CF-5. Development Costs. Require new development to pay its share of the cost of new facilities needed to serve such growth and development.

Goal CF-6. Sewer Connection. Develop codes and policies to require connection to the sanitary sewer system when development or subdivision of land occurs.

Goal CF-7. Design & Location. Design and locate capital facilities with features and characteristics that support the environmental, energy efficiency, aesthetic, technical innovation, cost-effectiveness and sustainability goals.

Goal CF-8. Essential Public Facilities. Ensure that Essential Public Facilities are sited and designed in compliance with the State Growth Management Act.

Goal CF-9. Anacortes Airport. Coordinate with the Port of Anacortes in planning activities associated with the airport.

In addition, the Transportation element of the Comprehensive Plan sets forth the following goals, in conjunction with the Countywide Planning Policies:

Goal T-1. Operations, Maintenance, Management and Safety. As a high priority, maintain, preserve, and operate the city's transportation system in a safe and functional state.

Goal T-2. Greater Safety, Options and Mobility. Invest in transportation systems that offer greater options, mobility, and access in support of the city's growth strategy.

Goal T-3. Support Growth. Support the city's and region's growth strategy by focusing on moving people and goods within the city and beyond with a highly efficient multimodal transportation network for now and into the future.

Goal T-4. Sustainability. Design and manage the city's transportation system to minimize the negative impacts of transportation on the natural environment, promote public health and safety, and achieve optimum efficiency.

ABSENCE OF CONCURRENCY

If a specific development fails to meet levels of service or other plan performance measures, development standards, impact or mitigation fee charges, then that development should not be permitted for construction or occupancy. Furthermore, the City may enact a moratorium on new development if the level of service is not being met or will not be met in six years.

REVENUE AND FUNDING SOURCES

INTRODUCTION

RCW Section 36.70A.070 requires that the Capital Facilities Element of the Comprehensive Plan include at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identify sources of public money for such purposes. The Comprehensive Plan provides a comprehensive list of the various funding sources available.

FUNDING CATEGORIES

For financial accounting purposes, municipal operations are divided into two broad categories: general governmental and proprietary. General governmental activities are primarily tax and user fee

supported, while proprietary activities rely primarily on fees generated from rate payers for the sale of goods and services for their operations. Capital improvements for police, fire, parks, administration, and transportation are traditionally general governmental in nature, while water, wastewater, storm drain and equipment rental are proprietary. Although, the State Legislature did approve legislation in 1990 that would allow streets to be established as proprietary rather than general governmental entities. In this plan, the Transportation element continues to remain general governmental in nature. Capital funding for both general governmental and proprietary categories emanates primarily from operating revenues, with grants, local improvement districts, latecomer, and impact fees frequently contributing substantial sums towards capital construction. General governmental and proprietary operations both use such debt financing strategies as bonding and leasing to help fund improvements. It is at this juncture that the similarities between general governmental and proprietary capital projects diverge. In Washington State, it is generally easier to fund proprietary capital improvements than it is general governmental improvements. To carry out a proprietary capital improvement, there may be an increase in the charges for commodities like water, sewer, and storm drain rates or raising the connection charges or system development charges. In the general governmental area, however, Washington State law limits: 1) the sources municipalities can use to raise funds for capital improvements; 2) the tax rates that can be charged to raise funds for capital improvements; and 3) the amount of general obligation debt capacity that can be issued to raise funds for capital improvements. Again, we note that substantial change in this area has arisen because of the Growth Management Act. GMA authorizes, through proper legislation of the City Council, impact fees for various areas that include: (a) public streets and roads; (b) publicly owned parks, open space and recreation facilities; (c) school facilities; and (d) fire protection facilities in jurisdictions that are not part of a fire district.

Below is a description of the various revenue sources used to fund Capital Facilities:

- Real Estate Excise Tax
- State and Federal Grants
- Impact Fees
- User Fees
- Cash Reserves

SUMMARIES OF REVENUE AND EXPENDITURE REQUIREMENTS

The availability of revenues is critical to the funding of needed capital facilities. Different sources of revenue have varying statutory or application methodologies which may restrict certain revenues from being utilized for functionally non-related projects. For example, park impact fees may only be used for parks and recreation facilities, utility rate revenues may only be used to fund projects specifically related to the originating utility, or real estate excise taxes may be spent under the parameters of State statutes. At the same time, certain tax revenues may be utilized as funding sources at the discretion of the entity's legislative body. For example, sales, property, and utility taxes may, at times, be used across departmental functions.

FUNDING SUMMARY

CFP Revenue by Type

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$23,596,818	\$1,500,000	\$20,000,000	\$20,000,000	\$22,550,000	\$0
340 Charges For Goods & Services	\$7,522,000	\$11,655,000	\$3,611,000	\$4,558,000	\$20,603,000	\$17,662,750
370 Proprietary Funds Revenues	\$19,076,000	\$11,076,500	\$4,164,000	\$2,175,000	\$2,660,000	\$2,816,280
390 Debt, Capital & Other	\$9,730,846	\$8,531,000	\$3,466,500	\$2,907,000	\$3,712,600	\$1,443,230
360 Interest & Other Earnings	\$1,300,000	\$20,710,000	\$610,000	\$725,000	\$225,000	\$0
334 State Grants	\$0	\$0	\$1,000,000	\$0	\$12,000,000	\$0
310 Taxes	\$1,600,000	\$1,750,000	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000
308 Beginning Fund Balance	\$25,000	\$10,000	\$1,732,000	\$0	\$0	\$200,000
337 Interlocal Grants, Entitlements & Other	\$0	\$140,000	\$0	\$0	\$0	\$0
TOTAL	\$62,850,664	\$55,372,500	\$36,183,500	\$31,965,000	\$63,350,600	\$23,722,260

PROJECTED EXPENDITURES

CFP by Dept Category

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
CFP Transportation Projects	\$8,842,664	\$3,621,000	\$25,126,500	\$23,132,000	\$38,887,600	\$2,143,230
CFP Sewer Projects	\$23,122,000	\$11,235,000	\$3,300,000	\$4,270,000	\$20,290,000	\$17,350,000
CFP Water Projects	\$19,111,000	\$10,716,500	\$4,164,000	\$2,175,000	\$2,673,000	\$2,816,280
CFP General Government Projects	\$325,000	\$21,090,000	\$1,782,000	\$600,000	\$600,000	\$1,100,000
CFP Fiber Projects	\$7,830,000	\$3,035,000	\$35,000	\$0	\$0	\$0
CFP Parks Projects	\$1,615,000	\$1,260,000	\$1,350,000	\$1,500,000	\$600,000	\$0
CFP Fire Projects	\$1,750,000	\$4,150,000	\$150,000	\$0	\$0	\$0
CFP Storm Projects	\$210,000	\$220,000	\$231,000	\$243,000	\$255,000	\$267,750
CFP Sanitation Projects	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
TOTAL	\$62,850,664	\$55,372,500	\$36,183,500	\$31,965,000	\$63,350,600	\$23,722,260

DEPARTMENTAL PROJECT REQUEST DETAILS

Each category of this section (i.e., General Government, Public Safety, Water System Facilities, etc.) has its own financial plan. Each financial plan: 1) prioritizes projects based upon the criteria mentioned earlier; and 2) lists all the sources of revenues. In addition, each category contains a worksheet listing individual projects with the individual project cost and individual revenue sources presented. Occasionally, individual projects may or may not be scheduled for construction in the same year as the financial plan indicates. These shifts in project timing might depend on funding availability from the various sources and from coordination and timing of other construction projects.

Projects without links are in the process of being updated.

PROJECTS

General Government

- Gen Gov - City Hall Generator
- Gen Gov - Community Recreation Center
- Gen Gov - Creosote Pile Removal and Replacement at City Owned Travel Lift Float and Dock
- Gen Gov - Enterprise Resource Planning (ERP) System replacement
- Gen Gov - Various Facilities EV Charging Infrastructure
- Gen Gov - Various Facilities Maintenance Projects

PROJECTS

Fire

- Fire - Aerial Ladder Truck
- Fire - Community Paramedic Vehicle
- Fire - Ladder Truck Training Tower
- Fire - Main Fire Station Upgrade
- Fire - March Point Fire Station

Access - Anacortes Fiber

- Fiber - Access Anacortes Fiber Internet Expansion - EDA grant area
- Fiber - Equipment for Developers
- Fiber - Guemes View
- Fiber - South Fidalgo Bay

Operations Building

- PW OPS - Operations Upper Parking lot pavement
- PW OPS- 100 kW Solar Array on Maintenance Facility
- PW Ops- Operations/ ASD facility parking lot repave East half
- PW Ops- Ops Facility Master Plan

Water

- Water System - Refinery: West March Point Road Waterline
- Water System - Regional: Decommission the Retired WTP
- Water System - Regional: Water System Plan Update
- Water System - Regional: Construct Storage Building
- Water System - Regional: Electrical switching gear replacement
- Water System - Regional: Hydro Excavator
- Water System - Regional: Phase 4 & 5 WTP Controls Reliability
- Water System - Regional: Repair 36-inch Transmission Line near Swinomish Slough
- Water System - Regional: Service Vehicle
- Water System - Regional: Water System Security
- Water System - Re-roof WTP A Ave Booster Station
- Water System - Retail: Blue Heron Pump Station Upgrade
- Water System - Retail: Advanced Metering Infrastructure (AMI) Water Meters
- Water System - Retail: Fidalgo Island Water Service (FIWS) area Telemetry
- Water System - Retail: Pipeline Replacements
- Water System - Retail: Reservoir Internal Maintenance
- Water System - Various Maintenance and Repair Projects
- Water System - Water Model

Parks

- Parks - Ace of Hearts restrooms and upgrades
- Parks - Bicycle and Pedestrian Connections
- Parks - Cap Sante Eastside Summit Trail Improvement
- Parks - Cap Sante Lookout Improvements
- Parks - H Avenue Stream Restoration & Educational Trail
- Parks - Heart Lake Improvements
- Parks - Heart Lake Water Quality
- Parks - James Rice Civic Park Improvements
- Parks - Parks Infrastructure
- Parks - Planning Study for the Tommy Thompson Trestle and Causeway Replacement
- Parks - Pocket Park Construction
- Parks - Q'elech'ilhch Park Improvements
- Parks - Re-roof and Re-model Washington Park Maintenance Building
- Parks - Re-roof Parks Grandview Cemetery Office
- Parks - Re-roof Washington Park Caretaker House
- Parks - Senior Center Generator Transfer Switch
- Parks - Ship Harbor Wetland Interpretive Trail
- Parks - Skate Park
- Parks - Storvik Park field lighting and improvements
- Parks - Storvik Park small courts makeover
- Parks - Volunteer Field Improvement
- Parks - Washington Park Campground Improvements
- Parks - Washington Park Restroom & Infrastructure
- Parks - West Side Park

Transportation

- Transportation - 12th Street and K Avenue Intersection
- Transportation - 17th Street Q Ave Intersection
- Transportation - ADA Ramps
- Transportation - Annual Pavement Maintenance
- Transportation - Fidalgo Bay Road Reconstruction
- Transportation - Guemes Channel Trail Phases II, III, & VI

- Water System - Whistle Lake Dam Project
- Water System- Re-roof Fidalgo Bay Estates Booster Station
- Water System- Re-roof WTP Blue Heron Booster Station Roof

Wastewater System

- Wastewater System - Re-roof the WWTP Secondary Building
- Wastewater System - Re-roof WWTP Head Works Building
- Wastewater System - Sanitary Sewer Collection System: Pump Station 3 Upgrade
- Wastewater System - WWTP Solids Handling
- Wastewater System- Re-roof The Solids Handling Building
- Wastewater System - Sewer line from Lovrics to 6th St
- Wastewater System - WWTP: Basin Rehabilitation
- Wastewater System - WWTP: Effluent Pump Station Upgrade
- Wastewater System - WWTP: Solids Handling/Dewatering Facility
- Wastewater System - New Wastewater Treatment Plant Outfall
- Wastewater System - Pump Station 4 Upgrade
- Wastewater System - Reservation Road, Padilla Heights Rd. and Similk Bay Road Sewer Extension
- Wastewater System - Sanitary Sewer Collection System: Pump Station 16 Upgrade
- Wastewater System - Sanitary Sewer Collection System: Pump Station Upgrades
- Wastewater System - Sanitary Sewer Collection System: System Maintenance/Inflow and Infiltration Reduction
- Wastewater System - Various Maintenance and Repair Projects
- Wastewater System - WWTP: Incinerator Preheat Unit
- Wastewater System - WWTP: Nutrient Removal Evaluation and Upgrades
- Wastewater System - WWTP: Influent Pumping Upgrade
- Wastewater System - WWTP: Replace Bar Screens and upgrade grit handling system
- Wastewater System - WWTP: Septage Handling Facility Upgrade __

- Transportation - H Avenue ACFL Multimodal Connector
- Transportation - Kansas Ave
- Transportation - Non-Motorized Improvements
- Transportation - R Avenue Safety and Mobility Improvements
- Transportation - Sidewalk and Trip Hazard Repairs
- Transportation - South Commercial Avenue Corridor Plan -- Phase I Commercial Avenue from 11th to 13th
- Transportation - South Commercial Avenue Corridor Plan - Phase II Commercial Avenue from 14th to 34th
- Transportation - South March Point Road Reconstruction
- Transportation - SR 20 Spur (Oakes Ave) Sidewalk Improvements

Storm

- Storm - Storm System Restoration and Upgrades

Solid Waste

- Solid Waste - New Containers

Below is an inventory of existing capital facilities owned by the City, including the locations and capacities of the facilities, where applicable.

GLOSSARY OF TERMS

Adequate public facilities. Facilities that have the capacity to serve development without decreasing levels of service below locally established minimums.

Assessed Valuation. Refers to how much the total real estate and personal property within a jurisdiction is worth. The value is established by the County Assessor at 100% of appraised market value, and adjusted by the State to account for variations in assessment practices among counties.

Available public facilities. Facilities or services are in place or that a financial commitment is in place to provide the facilities or services within a specified time. In the case of transportation, the specified time is six years from the time of development.

Bonding. Is the act of issuing the debt to finance capital projects and other expenditures.

Budget. A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Capital Program. A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

Concurrent or Concurrency. Means that adequate public facilities are available when the impacts of development occur. This definition includes the two concepts of “adequate public facilities” and of “available public facilities” as defined above.

General Obligation Debt. Debt that will be repaid mainly by taxes and other general governmental revenues. This debt includes limited and unlimited general obligation bonds, capital leases and other notes and contracts issued with the full faith and credit of the government.

Impact Fee. A fee assessed on new development that creates additional demand and need for public facilities.

Infrastructure. The underlying foundation, especially the basic installations and facilities on which the continuance and growth of a jurisdiction depends, i.e., streets and roads, sewer, and water systems.

Latecomer Fees. Fees paid by developers or future service users for their share of past improvements financed by others.

Leasing. A financing technique whereby ownership of the project or equipment remains with the financing entity, and where title may or may not transfer to the City at the end of the lease.

Local Improvement District (“LID”). A method of carrying out a specific improvement by allocating the costs among the benefiting properties. The project is usually financed through a long term bond issue, and the repayment of which is mainly from the collection of special assessments from the benefiting properties.

Mitigation Fees. Contributions made by developers toward future improvements of City facilities resulting from the additional demand on the City’s facilities generated from the development. See also Fee in Lieu of Charge.

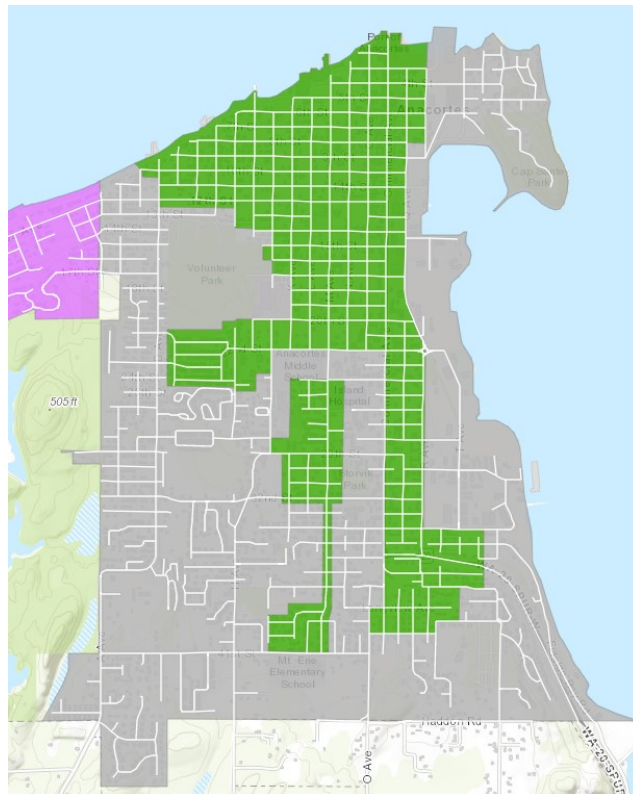
Public Facilities. The capital facilities owned or operated by the City or other governmental entities.

Real Estate Excise Tax (“REET”). A tax upon the sale of real property from one person or company to another.



EDA GRANT AREA EXPANSION

2023-2028 CFP



SUMMARY

PROJECT TITLE: EDA Grant Area Fiber Expansion
DEPARTMENT: Administrative Services
BUDGET CODE: CFP-FBR-00001
JUSTIFICATION: Network Expansion
START DATE (FY): 2022
END DATE (FY): 2023

PROJECT DESCRIPTION:

The City is building a fiberoptic network that will provide Fiberoptic internet access to every premise within the City limits while further expanding connectivity options throughout Skagit County. This phase of the project expands access to 1815 premises. This project involves constructing fiber in Residential, Light Commercial, Commercial Marine, Industrial, Marine Mixed Use, and Commercial land zones. Broadly speaking the project area extends from Fidalgo Bay north to the Guemes Channel, west to A Avenue, and South to the city limits.

RELATIONSHIP TO COMPREHENSIVE PLAN:

This project is aligned and incorporated into the City's Comprehensive Plan which seeks to increase fiberoptic connectivity as a means of increasing economic development in Anacortes and throughout Skagit County.

The City of Anacortes' Comprehensive Plan (Ordinance 2982 Updating of the Comprehensive Plan under RCW 36.70A.130(5)(b) specifies the importance of broadband fiber infrastructure and this fiberoptic expansion project aligns with the plan's goals and policies:

GOAL ED-1. Balanced Economy.

Foster a balanced, diversified and sustainable local economy that contributes to Anacortes's high quality of life.

- Policy ED-1.14: Provide state of the art broadband infrastructure, including high-capacity fiber optic cable, for business, education, public affairs, and consumer uses.

GOAL CF-1. Support Existing Development and Future Growth.

Provide capital facilities and public services necessary to support existing and new development envisioned in the land use element.

- Policy CF-1.11: Evaluate the feasibility of the City providing broadband services.
 - A. Conduct a fiber-optic infrastructure feasibility study and business model analysis.
 - B. Author and work toward implementation of a Broadband Strategic Plan which describes in detail the technology and economic context and outlines the community's options and intended plan to address its broadband needs.

GOAL U-1. Quality Utility Services.

Facilitate provision of quality utility services throughout Anacortes to meet the needs of residents and businesses.

- Policy U-1.5. Explore options for improving telecommunication services in Anacortes, with high speed internet being a high priority, including potential development of a broadband/ fiber master plan and policies requiring installation of conduit where needed

PROJECT OBJECTIVES / STATUS:

Design is complete. Two Requests for Proposals will be issued. One will be for materials and the other will be for construction.

COST ESTIMATE

Fiber - Access Anacortes Fiber Internet Expansion - EDA g...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Access Anacortes Fiber Internet Expansion - EDA grant area	\$5,445,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$5,445,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Fiber - Access Anacortes Fiber Internet Expansion - EDA g...

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$2,253,731	\$0	\$0	\$0	\$0	\$0
390 Debt, Capital & Other	\$3,191,269	\$0	\$0	\$0	\$0	\$0
TOTAL	\$5,445,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

The City has received over 750 orders for service in this expansion area. When the backbone construction is complete, City staff will coordinate placing these customers into service.



EQUIPMENT FOR DEVELOPERS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Equipment for Developers
DEPARTMENT: Administrative Services
BUDGET CODE: CFP-FBR-00004
JUSTIFICATION: Network Expansion
START DATE (FY): 2023
END DATE (FY): 2025

PROJECT DESCRIPTION:

In following City's development regulations, City will keep fiberoptic construction materials on hand to provide to contractors supporting installation of municipal fiberoptics in new development areas.

RELATIONSHIP TO COMPREHENSIVE PLAN:

This project is aligned and incorporated into the City's Comprehensive Plan which seeks to increase fiberoptic connectivity as a means of increasing economic development in Anacortes and throughout Skagit County.

The City of Anacortes' Comprehensive Plan (Ordinance 2982 Updating of the Comprehensive Plan under RCW 36.70A.130(5)(b) specifies the importance of broadband fiber infrastructure and this fiberoptic expansion project aligns with the plan's goals and policies:

GOAL ED-1. Balanced Economy.

Foster a balanced, diversified and sustainable local economy that contributes to Anacortes's high quality of life.

- Policy ED-1.14: Provide state of the art broadband infrastructure, including high-capacity fiber optic cable, for business, education, public affairs, and consumer uses.

GOAL CF-1. Support Existing Development and Future Growth.

Provide capital facilities and public services necessary to support existing and new development envisioned in the land use element.

- Policy CF-1.11: Evaluate the feasibility of the City providing broadband services.
 - A. Conduct a fiber-optic infrastructure feasibility study and business model analysis.
 - B. Author and work toward implementation of a Broadband Strategic Plan which describes in detail the technology and economic context and outlines the community's options and intended plan to address its broadband needs.

GOAL U-1. Quality Utility Services.

Facilitate provision of quality utility services throughout Anacortes to meet the needs of residents and businesses.

- Policy U-1.5. Explore options for improving telecommunication services in Anacortes, with high speed internet being a high priority, including potential development of a broadband/ fiber master plan and policies requiring installation of conduit where needed

PROJECT OBJECTIVES / STATUS:

Ensure materials are available to support fiberoptic expansion in new development areas.

COST ESTIMATE

Fiber - Equipment for Developers

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Fiber - Equipment for Developers	\$35,000	\$35,000	\$35,000	\$0	\$0	\$0
TOTAL	\$35,000	\$35,000	\$35,000	\$0	\$0	\$0

FUNDING SOURCES

Fiber - Equipment for Developers

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services						
343 Utilities						
Television/Cable/Internet Sales and Services	\$35,000	\$35,000	\$35,000	\$0	\$0	\$0
343 UTILITIES TOTAL	\$35,000	\$35,000	\$35,000	\$0	\$0	\$0
340 CHARGES FOR GOODS & SERVICES TOTAL	\$35,000	\$35,000	\$35,000	\$0	\$0	\$0
TOTAL	\$35,000	\$35,000	\$35,000	\$0	\$0	\$0

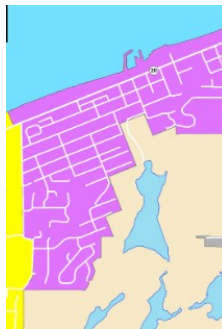
OPERATING IMPACTS

There will be no operating impact for the City.



GUEMES VIEW EXPANSION

2023-2028 CFP



SUMMARY

PROJECT TITLE: Guemes View Fiber Expansion

DEPARTMENT: Administrative Services

BUDGET CODE: CFP-FBR-00002

JUSTIFICATION: Network Expansion

START DATE (FY): 2022

END DATE (FY): 2023

PROJECT DESCRIPTION:

The Guemes View Fiberoptic Expansion project installs 55,000 feet of underground fiber conduit and 8,500 feet of aerial fiber conduit which pass 900 premises. When the project is complete the City will be able to provide access to high speed fiber internet to each of these premises.

RELATIONSHIP TO COMPREHENSIVE PLAN:

This project is aligned and incorporated into the City's Comprehensive Plan which seeks to increase fiberoptic connectivity as a means of increasing economic development in Anacortes and throughout Skagit County.

The City of Anacortes' Comprehensive Plan (Ordinance 2982 Updating of the Comprehensive Plan under RCW 36.70A.130(5)(b) specifies the importance of broadband fiber infrastructure and this fiberoptic expansion project aligns with the plan's goals and policies:

GOAL ED-1. Balanced Economy.

Foster a balanced, diversified and sustainable local economy that contributes to Anacortes's high quality of life.

- Policy ED-1.14: Provide state of the art broadband infrastructure, including high-capacity fiber optic cable, for business, education, public affairs, and consumer uses.

GOAL CF-1. Support Existing Development and Future Growth.

Provide capital facilities and public services necessary to support existing and new development envisioned in the land use element.

- Policy CF-1.11: Evaluate the feasibility of the City providing broadband services.
 - A. Conduct a fiber-optic infrastructure feasibility study and business model analysis.
 - B. Author and work toward implementation of a Broadband Strategic Plan which describes in detail the technology and economic context and outlines the community's options and intended plan to address its broadband needs.

GOAL U-1. Quality Utility Services.

Facilitate provision of quality utility services throughout Anacortes to meet the needs of residents and businesses.

- Policy U-1.5. Explore options for improving telecommunication services in Anacortes, with high speed internet being a high priority, including potential development of a broadband/ fiber master plan and policies requiring installation of conduit where needed

PROJECT OBJECTIVES / STATUS:

The trenching portion of this project is under contract and scheduled to begin in November 2022.

COST ESTIMATE

Fiber - Guemes View

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Guemes View	\$2,350,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,350,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Fiber - Guemes View

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$2,350,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,350,000	\$0	\$0	\$0	\$0	\$0

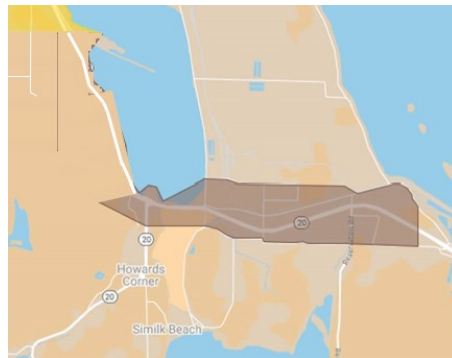
OPERATING IMPACTS

The City has received several hundred orders for service in this expansion area. When the backbone construction is complete, City staff will coordinate placing these applicants into service.



SOUTH FIDALGO BAY FIBER EXPANSION

2023-2028 CFP



SUMMARY

PROJECT TITLE: South Fidalgo Bay Fiber Expansion
DEPARTMENT: Administrative Services
BUDGET CODE: CFP-FBR-00003
JUSTIFICATION: Network Expansion
START DATE (FY): 2024
END DATE (FY): 2024

PROJECT DESCRIPTION:

Continued expansion of fiberoptic network throughout City of Anacortes. Project cost is comprehensive to include expanding core network equipment, designing infrastructure, obtaining construction permits and easements, procuring materials, creating and submitting pole attachment requests, and deploying infrastructure for 100% of premises passed. It also includes performing customer installations including customer premise equipment for 35% of premises passed.

RELATIONSHIP TO COMPREHENSIVE PLAN:

This project is aligned and incorporated into the City's Comprehensive Plan which seeks to increase fiberoptic connectivity as a means of increasing economic development in Anacortes and throughout Skagit County.

The City of Anacortes' Comprehensive Plan (Ordinance 2982 Updating of the Comprehensive Plan under RCW 36.70A.130(5)(b) specifies the importance of broadband fiber infrastructure and this fiberoptic expansion project aligns with the plan's goals and policies:

GOAL ED-1. Balanced Economy.

Foster a balanced, diversified and sustainable local economy that contributes to Anacortes's high quality of life.

- Policy ED-1.14: Provide state of the art broadband infrastructure, including high-capacity fiber optic cable, for business, education, public affairs, and consumer uses.

GOAL CF-1. Support Existing Development and Future Growth.

Provide capital facilities and public services necessary to support existing and new development envisioned in the land use element.

- Policy CF-1.11: Evaluate the feasibility of the City providing broadband services.
 - A. Conduct a fiber-optic infrastructure feasibility study and business model analysis.
 - B. Author and work toward implementation of a Broadband Strategic Plan which describes in detail the technology and economic context and outlines the community's options and intended plan to address its broadband needs.

GOAL U-1. Quality Utility Services.

Facilitate provision of quality utility services throughout Anacortes to meet the needs of residents and businesses.

- Policy U-1.5. Explore options for improving telecommunication services in Anacortes, with high speed internet being a high priority, including potential development of a broadband/ fiber master plan and policies requiring installation of conduit where needed

PROJECT OBJECTIVES / STATUS:

This project will construct a fiberoptic network along the annexed area near HWY 20 on the east side of the City.

COST ESTIMATE

Fiber - South Fidalgo Bay

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
South Fidalgo Bay	\$0	\$3,000,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$3,000,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Fiber - South Fidalgo Bay

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$2,380,000	\$0	\$0	\$0	\$0
370 Proprietary Funds Revenues	\$0	\$500,000	\$0	\$0	\$0	\$0
340 Charges For Goods & Services	\$0	\$120,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$3,000,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

When the backbone construction is complete, City staff will coordinate placing customers into service.

FIRE - AERIAL LADDER TRUCK

2023-2028 CFP



SUMMARY

PROJECT TITLE: Fire - Aerial Ladder Truck
DEPARTMENT: Fire/EMS
BUDGET CODE: CFP-AFD-00010
JUSTIFICATION: Current ladder truck is past its safe and effective service life. A modern ladder truck will allow for faster and more efficient operations that will be safer for both our citizens and our firefighters.
START DATE (FY2023): 4/1/2023
END DATE (FY2023): 12/31/2023

RECCOMENDATION:

The current plan is to fund this purchase through a low interest Washington State loan. It is our recommendation that we move this expense forward into the 2023 budget with the additional \$53,000 authorized for change orders and equipment.

PROJECT DESCRIPTION:

This project will design and build a new 100' Aerial Ladder truck for the City of Anacortes. The City of Anacortes needs a ladder truck for many reasons. The rescue of victims in multi-story buildings trapped by fire is the most critical need. As our community continues to grow and add 4 and 5 story buildings this need will only grow greater. The aerial device is also used to provide elevated master streams to fight fires in all types of buildings including multi-story, commercial and large expansive buildings and is also used in many rescue scenarios. The City's current Aerial Ladder Truck is 22 years old and past its front-line service life.

PROJECT OBJECTIVES / STATUS:

This project has already been approved by council during the 2022 budget process and is on order. Currently the pre-construction meeting is scheduled for April of 2023 with a tentative delivery date of December 2023. These delays were longer than anticipated and has caused a need to move the funding of this project into the 2023 CFP and budget. The purchase contract was signed for \$1,622,000. We are requesting an authorization to adjust the purchase price up to \$1,675,000 at the time of pre-construction. During the pre-construction process it is likely that there will be adjustments made to the plan by design engineers and unknown but usefully features might be recommended. There is also very little room in the operating budget to add equipment to this apparatus. Adding some of this equipment such as hose or extrication tools to the purchase contract would allow us to spread these costs out during the life of the loan so as to not greatly impact a single operating budget. These types of equipment are likely to last the duration of the service life of this apparatus.

COST ESTIMATE

Fire - Aerial Ladder Truck

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Aerial Ladder Truck	\$1,675,000	\$0	\$0	\$0	\$0	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$1,675,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

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OPERATING IMPACTS

Operating impacts to be determined in the future.



FIRE - ANTIQUE ENGINE DISPLAY

FY 2023 ANNUAL BUDGET



SUMMARY

PROJECT TITLE: Bellview Avenue Improvements
DEPARTMENT: Public Services
BUDGET CODE: 312-4121-441.83-08
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Project would consist of adding curb & gutter, sidewalk, and drainage along Bellview Avenue from S. Loudoun Street to Valley Avenue.

RELATIONSHIP TO STRATEGIC PLAN:

Goal 4 - Moving Winchester - Facilitate the movement of people and goods around the city in all modes with comfortable sidewalks and trails, reliable transit, and safe streets.

PROJECT OBJECTIVES / STATUS:

This project would significantly improve traffic flow and safety along this corridor.

COST ESTIMATE

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FUNDING SOURCES

Funding Sources - Bellview Avenue Improvments

Object (Duplicate)	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
State Categorical Aid	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500,000
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500,000
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000,000

Object (Duplicate)	Total
State Categorical Aid	\$2,500,000
Other Financing Sources	\$2,500,000
TOTAL	\$5,000,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



FIRE - COMMUNITY PARAMEDIC VEHICLE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Fire - Community Paramedic Vehicle

DEPARTMENT: Fire/EMS

BUDGET CODE: CFP-AFD-00012

JUSTIFICATION: There is currently no vehicle designed for and assigned to the Community Paramedic Program.

START DATE (FY2023): 1/1/2023

END DATE (FY2023): 12/31/2023

PROJECT DESCRIPTION:

This project will add a new purpose built vehicle to our fleet for the Community Paramedic Program. Our Community Paramedic often works alone in the field and responds to emergency calls as well as routine non-emergency patient contacts and provides a variety of other community services. Medical equipment, PPE and many other items need to be carried to the field.

RECOMMENDATION:

Currently the community paramedic is utilizing a 2007 vehicle that was already removed from ERR after being replaced. This program has secured permanent funding and a long term vehicle solution is needed. It is our recommendation that we purchase a new SUV for this purpose utilizing EMS funds.

PROJECT OBJECTIVES / STATUS:

The primary objective of the project is to provide an effective and reliable response vehicle for our Community Paramedic. This project will also allow us to improve our overall response capabilities by repurposing the current 2007 vehicle to our on-duty captains. Currently when 3 personnel are on duty at Station 1 we are asking our Captains to function in a hybrid Engine Officer/Command Officer role. Part of their responsibility is to support operations and training at the outlying stations when needed.

COST ESTIMATE

Fire - Community Paramedic Vehicle

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Community Paramedic Vehicle	\$75,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$75,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Fire - Community Paramedic Vehicle

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$75,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$75,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

This will add a new vehicle to fleet with associated fuel, insurance, maintenance and ER&R expenses.

FIRE - LADDER TRUCK TRAINING TOWER

2023-2028 CFP



SUMMARY

PROJECT TITLE: Fire - Ladder Truck Training Tower
DEPARTMENT: Fire/EMS
BUDGET CODE: CFP-AFD-00001
JUSTIFICATION: This facility will allow AFD personnel to properly prepare to conduct safe and efficient rescue and firefighting operations on and in multi-story buildings.
START DATE (FY2024): TBD
END DATE (FY2024): TBD

PROJECT DESCRIPTION:

This project would construct a 4-5 story training facility with the ability to train for both exterior and interior above grade firefighting and rescue operations. There are multiple 3-5 story buildings currently in Anacortes with many more under construction and being planned for the future. The AFD needs to be able to adapt to this new risk. The ability to train our personnel on proper aerial placement and operations as well as conducting interior operations on upper floors is critical in preparing for fires and other emergencies in these types of occupancies. Currently there is no realistic local ability to conduct this training.

RECOMMENDATION:

Our recommendation is to build a 4-5 story training building that will allow the AFD to properly train with our ladder truck and also train on standpipe operations utilizing interior stairwells. This facility will be best suited to be placed on the March's Point property and possibly built in conjunction with the proposed Station 3.

PROJECT OBJECTIVES / STATUS:

Training on occupied and operating buildings is currently our only option. This creates liability when working on and around private property as well as severely limits the types of training activities the crews can perform. Operating from standpipes in hallways and from stairwells is a skill as critical as operating the aerial device itself. There is little doubt that our community will continue to grow vertically. The facilities being planned at the new MJB development are prime examples of this growth.

COST ESTIMATE

Fire - Ladder Truck Training Tower

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Ladder Truck Training Tower	\$0	\$150,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$150,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Fire - Ladder Truck Training Tower

	2023	2024	2025	2026	2027	2028
310 Taxes	\$0	\$150,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$150,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



FIRE - MAIN FIRE STATION UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Fire - Main Station Upgrade
DEPARTMENT: Fire/EMS
BUDGET CODE: CFP-AFD-00002
JUSTIFICATION: Improved ability to safely house 24 hour employees with sleeping and living space.
START DATE (FY 2025): TBD
END DATE (FY2025): TBD

PROJECT DESCRIPTION:

This project would remodel the kitchen area to increase cooking space and storage. The sleeping area would be increased and modern lighting and station alerting devices would be added. Sound dampening in the sleeping area would also be considered. Fire Station 1 is now 30 years old and showing its age in some areas. The apparatus bay doors were failing, and are being replaced in 2022. The training room is inadequate for department wide or regional training. The kitchen area is inadequate and lacks some safety features that are needed in fire stations such as the oven shutting off when tones alert the crews for emergency calls. Sleeping space and apparatus bays are meeting our minimum needs currently but will become inadequate in the near future, particularly if no new Station 3 is constructed.

RECOMMENDATION:

Our recommendation is to complete a kitchen and sleeping area remodel should be in 2025 either in conjunction with a Station 3 build or as a stand-alone, more robust, project that would include a larger training room should we choose not to build Station 3.

PROJECT OBJECTIVES / STATUS:

Originally \$1,000,000 was placed in 2024 for a complete remodel/additions. This is now revised to Kitchen/sleeping quarter remodel in 2025. Training room addition is currently deleted pending Station 3 decisions. We could consider an improvement in conjunction with a bond for Station 3.

COST ESTIMATE

Fire - Main Fire Station Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Main Fire Station Upgrade	\$0	\$0	\$150,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$150,000	\$0	\$0	\$0

FUNDING SOURCES

Fire - Main Fire Station Upgrade

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$0	\$150,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$150,000	\$0	\$0	\$0

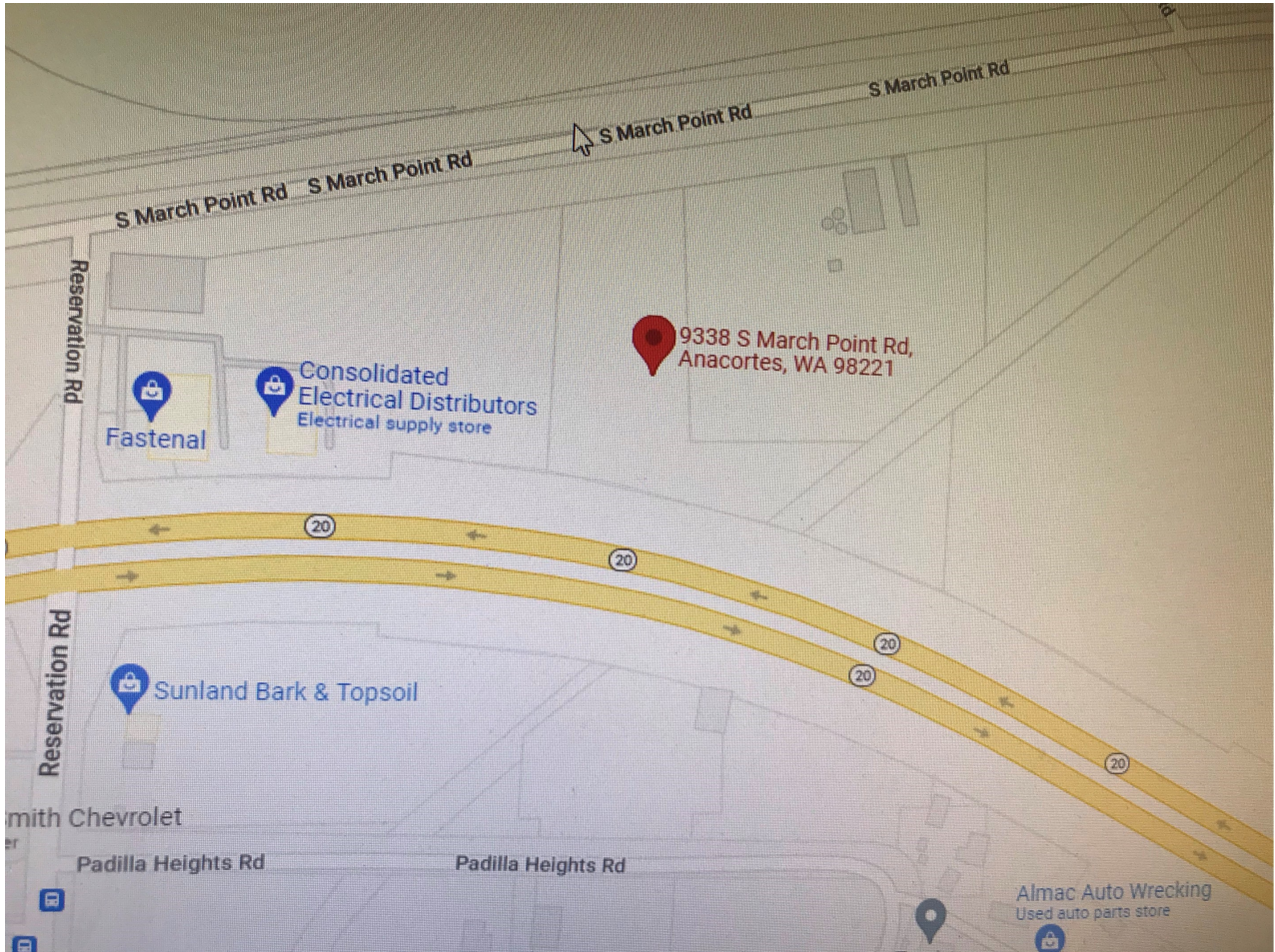
OPERATING IMPACTS

Operating impacts to be determined in the future.



FIRE - MARCH'S POINT FIRE STATION

2023-2028 CFP



SUMMARY

PROJECT TITLE: March's Point Fire Station
DEPARTMENT: Fire/EMS
BUDGET CODE: CFP-AFD-00004
JUSTIFICATION: Permanent (non leased) space needed from which to provide fire suppression and EMS services to the East end of Anacortes and the surrounding areas.
START DATE (FY2024): TBD
END DATE (FY2024): TBD

RECOMMENDATION:

It is our recommendation to complete the studies and then develop appropriate plans to fund and construct a new Fire Station #3 and possibly move the training facility.

PROJECT DESCRIPTION:

This project will build a permanent fire station and possibly a campus for other city services in the March's Point area. There is also the possibility being considered of our training facility being moved to this property. Currently our Fire Station #3 is located in a leased building on Molly Lane. It houses an engine and a medic unit which are cross staffed by a two person crew. The city owns land on March's Point Rd which was purchased with the intent to build a permanent facility. Station #3 is our second busiest station and not only serves that area of Anacortes but the Swinomish tribal land and a large portion of Skagit County from La Conner to Bayview. TCA Architects are under contract to provide a site study, basic design concepts and cost estimates. These results should be available in late 2022.

PROJECT OBJECTIVES / STATUS:

Operating critical services out of leased property carries inherent risk. With relatively short notice the lease could be terminated and there would be no quarters for our apparatus and crews. Overall the AFD lacks the apparatus, sleeping and training space needed to support the growth of our community. These needs will need to be met in some manner and will only increase with time. A properly planned and built station will serve the community well for many years.

It is also likely that the City of Anacortes has other needs in the March's Point area. The planning phase for this project should look at the needs of all city departments and potentially Skagit County Fire District 13 as well since this station will sit adjacent to their border.

COST ESTIMATE

Fire - March Point Fire Station

2023 CFP

2024 CFP

2025 CFP

2026 CFP

2027 CFP

2028 CFP

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
March Point fire Station	\$0	\$4,000,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$4,000,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Fire - March Point Fire Station

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$4,000,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$4,000,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

This will be a larger facility than currently occupied. Additional utility, maintenance and operating costs will be generated.



GEN GOV - CITY HALL GENERATOR

2023-2028 CFP



SUMMARY

PROJECT TITLE: Gen Gov - City Hall Generator
DEPARTMENT: General Government
BUDGET CODE: CFP-GG-00003
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

City Hall Generator

RECOMMENDATION:

Replace ageing generator and increase capacity to support more of City Hall Power needs. Paid for by various departments that use City Hall via overhead.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Gen Gov - City Hall Generator

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
City Hall Generator	\$0	\$230,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$230,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Gen Gov - City Hall Generator

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$230,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$230,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



GEN GOV - COMMUNITY RECREATION CENTER

2023-2028 CFP



SUMMARY

PROJECT TITLE: Gen Gov - Community Recreation Center
DEPARTMENT: General Government
BUDGET CODE: CFP-GG-00002
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Comp. Plan Policy PR-1.10 directs the exploration of options for development of a community center in cooperation with community partners.

PROJECT DESCRIPTION:

Construction of a Community Center in partnership with the Anacortes Community and the Boys and Girls Club. Approximately 21,000 s.f. building with a regulation size Gymnasium, providing a center for the community's recreational needs, Boys and Girls Club, and potential lease space. The attached picture is an example only.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Gen Gov - Community Recreation Center

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Community Recreation Center	\$0	\$20,000,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$20,000,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Gen Gov - Community Recreation Center

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$20,000,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$20,000,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



GEN GOV - CREOSOTE PILE REMOVAL AND REPLACEMENT AT CITY OWNED TRAVEL LIFT FLOAT AND DOCK

2023-2028 CFP



SUMMARY

PROJECT TITLE: Gen Gov - Creosote Pile Removal and Replacement at City Owned Travel Lift Float and Dock

DEPARTMENT: General Government

BUDGET CODE: CFP-GG-00001

JUSTIFICATION: Improves existing service

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

The creosote piles will need to be removed and replaced with non-creosote (steel) piles consistent with the DNR Aquatic Land Lease.

The due date for project completion per the DNR Lease is January 2, 2026.

RECOMMENDATION:

For compliance with the DNR Aquatic Lands lease and futhers Shoreline Master Program goals related to improving water quality by replacing creosote pilings with non-toxic alternatives.

PROJECT OBJECTIVES / STATUS:

Project has not yet been completed

COST ESTIMATE

Gen Gov - Creosote Pile Removal and Replacement at City O...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Creosote Pile Removal and Replacement at City Owned Travel Lift Float and Dock	\$0	\$0	\$32,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$32,000	\$0	\$0	\$0

FUNDING SOURCES

Gen Gov - Creosote Pile Removal and Replacement at City O...

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$0	\$0	\$32,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$32,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



GEN GOV - ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM REPLACEMENT

2023-2028 CFP

SUMMARY

PROJECT TITLE: Gen Gov - Enterprise Resource Planning (ERP) System replacement
DEPARTMENT: General Government
BUDGET CODE: CFP-GG-00005
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

The City currently uses Eden, produced by Tyler Technologies, as its ERP system, which is the computing platform that unifies the various city functions, including utility billing, accounts payable, accounts receivable, accounting, payroll, HR, and permitting.

RECOMMENDATION:

Eden was installed over 20 years ago, is no longer sold as a new application by Tyler to municipal customers, and is becoming antiquated. An updated ERP system that integrates with Laserfiche and has improved functionality would provide additional staff efficiency.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Gen Gov - Enterprise Resource Planning (ERP) System repla...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Enterprise Resource Planning (ERP) System replacement	\$0	\$0	\$1,000,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$1,000,000	\$0	\$0	\$0

FUNDING SOURCES

Gen Gov - Enterprise Resource Planning (ERP) System repla...

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$0	\$0	\$1,000,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$1,000,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



GEN GOV - VARIOUS FACILITIES MAINTENANCE PROJECTS

2023-2028 CFP



SUMMARY

PROJECT TITLE: Gen Gov - Various Facilities Maintenance Projects
DEPARTMENT: General Government
BUDGET CODE: CFP-GG-00004
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

As facilities age and wear, equipment replacement, paint, flooring and roofing needs have to be addressed to maintain the integrity of the City's buildings, extend their useful life, and ensure continued efficiency.

COST ESTIMATE

Gen Gov - Various Facilities Maintenance Projects

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Various Facilities Maintenance Projects	\$300,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000
TOTAL	\$300,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000

PROJECT DESCRIPTION:

Facility equipment, flooring, paint, roofs, HVAC, and other maintenance needs are attended to every year on an ongoing basis.

PROJECT OBJECTIVES / STATUS:

FUNDING SOURCES

Gen Gov - Various Facilities Maintenance Projects

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$300,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000
TOTAL	\$300,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - ACE OF HEARTS RESTROOMS AND UPGRADES

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Ace of Hearts restrooms and upgrades
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00013
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

When the park was created several years ago with a dog park and new athletic field we did not have the funds to complete pathways, add a restroom, organized parking and other facilities.

RECOMMENDATION:

Provide the funding to complete this project as soon as revenue allows.

PROJECT OBJECTIVES / STATUS:

As Anacortes continues to grow we are seeing an increasing use of our parks. Our own recreational leagues are growing and using more spaces for practices, especially during soccer season. Other leagues run by local athletic non-profits use these fields as well. Completing the park is an important element in our goal to provide adequate recreational facilities for our growing community.

COST ESTIMATE

Parks - Ace of Hearts restrooms and upgrades

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Ace of Hearts restrooms and upgrades	\$0	\$0	\$0	\$500,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$500,000	\$0	\$0

FUNDING SOURCES

Parks - Ace of Hearts restrooms and upgrades

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$0	\$250,000	\$0	\$0
360 Interest & Other Earnings	\$0	\$0	\$0	\$250,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$500,000	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - BICYCLE AND PEDESTRIAN CONNECTIONS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Bicycle and Pedestrian Connections

DEPARTMENT: Parks and Recreation

BUDGET CODE: CFP-PRK-00012

JUSTIFICATION: Improves existing service

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

We added this element to our impact fees and comprehensive plan because of the increasing use of non-motorized travel to reach our parks in trails. Our goal is to improve the infrastructure to accommodate the needs of our users to safely access and use our parks and trails.

RECOMMENDATION:

Improve non-motorized transportation opportunities in the city and connect with existing trail heads and parks for local businesses, visitors and residents.

PROJECT OBJECTIVES / STATUS:

The elements we would add include improvement to sidewalks at the trail heads, amenities, signage and pedestrian crossings.

COST ESTIMATE

Parks - Bicycle and Pedestrian Connections

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Bicycle and Pedestrian Connections	\$0	\$50,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Bicycle and Pedestrian Connections

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$50,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0

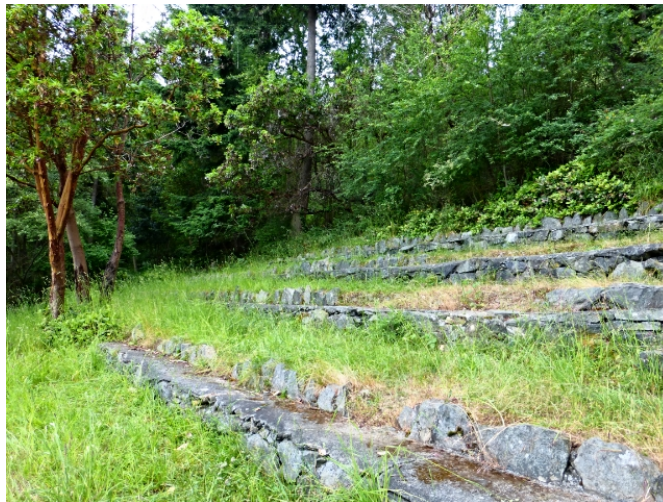
OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - CAP SANTE EASTSIDE SUMMIT TRAIL IMPROVEMENT

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Cap Sante Eastside Summit Trail Improvement
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00002
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Improve the trail leading from the summit down the east side of Cap Sante, past the old amphitheater and connecting near 5th Street. The trail has a stair case that was built in the 1930's that will need to be restored as part of this project.

RECOMMENDATION:

Support funding of this project through donations or grants.

PROJECT OBJECTIVES / STATUS:

The east side of the city would benefit with a loop trail through Cap Sante to reduce parking pressures at the summit and encourage pedestrian corridors in this end of town. The recent improvements by the Rotary Club on Cap Sante have encouraged more users to walk to the summit. To make a loop on their walk they either need to walk down the road or use the unimproved trail on the east side. Improvements to this east side trail would be a benefit to this specific neighborhood and all the downtown residents who could connect to this path via the Thompson Trail and downtown sidewalk access points. It would also improve pedestrian safety by taking walkers off of this narrow road.

COST ESTIMATE

Parks - Cap Sante Eastside Summit Trail Improvement

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Cap Sante Eastside Summit Trail Improvement	\$0	\$50,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Cap Sante Eastside Summit Trail Improvement

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$50,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - CAP SANTE LOOKOUT IMPROVEMENTS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Cap Sante Lookout Improvements
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00009
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATIONS:

Encourage the continued collaboration with the Rotary Club on this concept and public participation on final design.

PROJECT DESCRIPTION:

A lookout on the east side of the parking lot at Cap Sante is a project being considered by the Anacortes Rotary Club. The style of the lookout has not been determined but would serve as a destination to allow an accessible place for families to enjoy the view of Mt. Baker and the islands.

PROJECT OBJECTIVES / STATUS:

The Rotary Club is preparing design options to present to the Parks and Recreation Advisory Commission so the public can hear the various options and provide opinions. The issue of parking is a concern that we are trying to address with the hope of encouraging more pedestrian access to Cap Sante. We expect to work through the details of this proposal with the Parks and Recreation Commission to allow for public input and comment on any designs.

COST ESTIMATE

Parks - Cap Sante Lookout Improvements

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Cap Sante Lookout Improvements	\$150,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$150,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Cap Sante Lookout Improvements

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$150,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$150,000	\$0	\$0	\$0	\$0	\$0

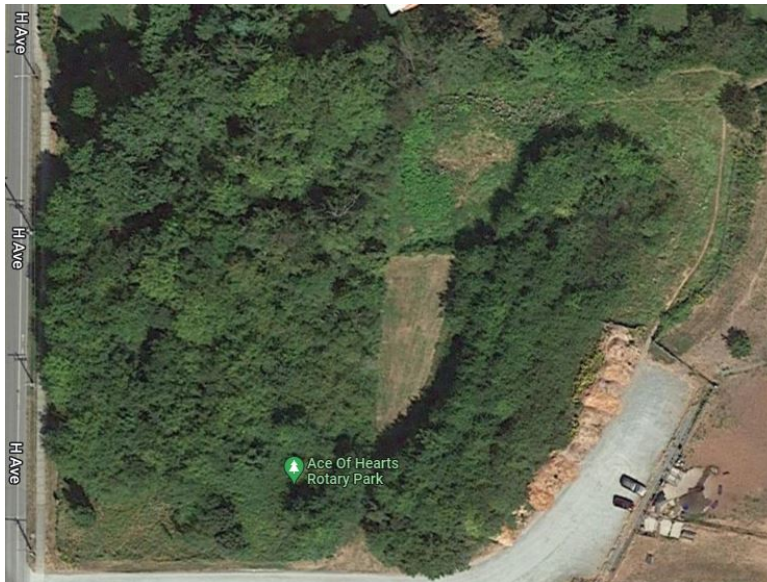
OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - H AVENUE STREAM RESTORATION & EDUCATIONAL TRAIL

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - H Avenue Stream Restoration & Educational Trail
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00006
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

Seek out grant or restoration funding for this project.

PROJECT DESCRIPTION:

This would be a restoration project at the Ace of Hearts/Rotary Park to daylight the stream that flows through the park. This could be a benefit to increase riparian habitat and establish an educational trail.

PROJECT OBJECTIVES / STATUS:

A project to daylight the stream and establish significant buffers is a unique opportunity due to the size and location of the park. There are few structures in the vicinity that would block these improvements.

COST ESTIMATE

Parks - H Avenue Stream Restoration & Educational Trail

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
H Avenue Stream Restoration & Educational Trail.	\$0	\$0	\$0	\$0	\$250,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$250,000	\$0

FUNDING SOURCES

Parks - H Avenue Stream Restoration & Educational Trail

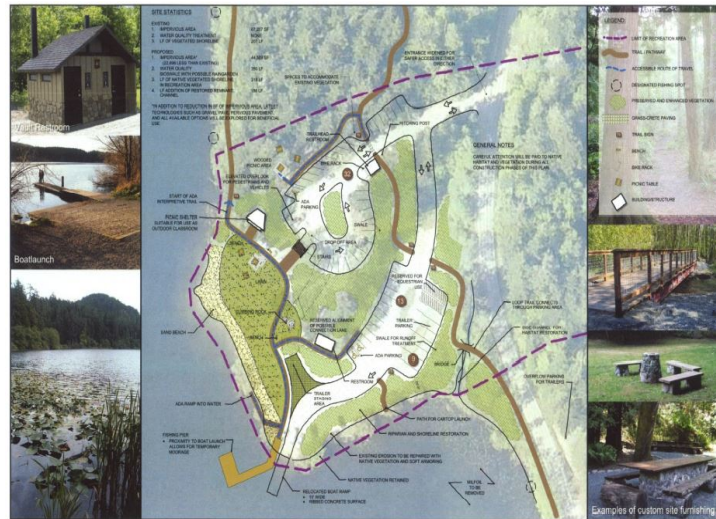
	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$0	\$0	\$125,000	\$0
360 Interest & Other Earnings	\$0	\$0	\$0	\$0	\$125,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$250,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

PARKS - HEART LAKE IMPROVEMENTS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Heart Lake
 Improvements
 DEPARTMENT: Parks and Recreation
 BUDGET CODE: CFP-PRK-00005
 JUSTIFICATION: Improves existing service
 START DATE (FY): TBD
 END DATE (FY): TBD

PROJECT DESCRIPTION:

This improvement has recreational, conservation and transportation elements in its design. Once the path from 41st Street to the forestlands is constructed along "H" Avenue, it will create an important link to the community forest lands. A 2010 Heart Lake master plan was developed to make improvements that would amplify the benefits from this 41st Street connection by improving amenities at Heart Lake. These include a major redesign of the parking lot to better organize the parking and replace gravel with native plantings. A new boat launch, dock and pit toilet system are part of this plan.

RECOMMENDATION:

The use at Heart Lake is growing and with the lake being clear of algae now, it will continue and management is needed to preserve the space and make it more useable. Upgrades at the parking lot, consistent with critical areas regulations should be implemented as funding allows.

PROJECT OBJECTIVES / STATUS:

New critical areas regulations could alter the original master plan from 2010 and would need to be addressed in this project.

COST ESTIMATE

Parks - Heart Lake Improvements

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Heart Lake Improvements	\$0	\$0	\$700,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$700,000	\$0	\$0	\$0

FUNDING SOURCES

Parks - Heart Lake Improvements

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$0	\$0	\$350,000	\$0	\$0	\$0
360 Interest & Other Earnings	\$0	\$0	\$250,000	\$0	\$0	\$0
390 Debt, Capital & Other	\$0	\$0	\$100,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$700,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - HEART LAKE WATER QUALITY

2023 -2028 CFP



SUMMARY

PROJECT TITLE: Parks - Heart Lake Water Quality
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00014
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Continued management of water quality at Heart Lake including milfoil and algae treatments

RECOMMENDATION:

Continue to fund this as needed through Forest Lands Reserves and city general fund.

PROJECT OBJECTIVES / STATUS:

This should be done as aquatic survey and lake testing dictates. Aquatic weed and algae treatment at the lake will need continued attention and treatment to preserve existing habitat and recreation opportunities. Eliminating or broadly reducing blooms of toxic cyanobacteria will benefit public health.

COST ESTIMATE

Parks - Heart Lake Water Quality

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Heart Lake Water Quality	\$0	\$0	\$0	\$0	\$300,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$300,000	\$0

FUNDING SOURCES

Parks - Heart Lake Water Quality

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$0	\$0	\$200,000	\$0
360 Interest & Other Earnings	\$0	\$0	\$0	\$0	\$100,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$300,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - JAMES RICE CIVIC PARK IMPROVEMENTS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - James Rice Civic Park Improvements
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00020
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

We are recommending that City Council provide the \$20,000 in REET funding to do this work.

COST ESTIMATE

Parks - James Rice Civic Park Improvements

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
James Rice Civic Park Improvements	\$20,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$20,000	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

The Jim Rice Civic Park incorporates the area from 9th Street to 6th Street and R Avenue to Market Street. The Depot, the WT Preston, the Maritime Heritage Center and the Altair / Americus Park all reside within the Jim Rice Civic Park. We are looking at making improvements to the southern end of the park adjacent to the WT Preston south to 9th Street. Per the Depot Master Plan, this section of the park was slated to have pathway improvements and other amenities to provide a welcoming place for residents to gather to enjoy the park and its water views.

PROJECT OBJECTIVES / STATUS:

The work required involves removing the two sets of railroad tracks and railroad ties and adding a pathway and parks amenities such as tables, benches, and garbage/recycling receptacles. The sale of the surplus tracks could help with the clean up of the ties as they have in other locations. We would look to REET to fund the other amenities. We would coordinate this project with the Anacortes Museum so that it best served the existing facilities and park users.

FUNDING SOURCES

Parks - James Rice Civic Park Improvements

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$20,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$20,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

PARKS - PARKS INFRASTRUCTURE

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Parks Infrastructure
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00001
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

By working on small projects in a regular fashion through the CFP we have maintained a healthy infrastructure in our parks to better serve our guests. At Washington Park the past several years we used funds to improve our failing water and electrical infrastructure in the campground.

RECOMMENDATION:

Continue to improve these amenities via REET 1 funds.

PROJECT OBJECTIVES / STATUS:

We would like to continue improvements in the campground and other facilities at Washington Park by improving sidewalks, ventilation at the campground upper restrooms as well as our heating system.

COST ESTIMATE

Parks - Parks Infrastructure

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
PRK Infrastructure	\$25,000	\$50,000	\$50,000	\$0	\$50,000	\$0
TOTAL	\$25,000	\$50,000	\$50,000	\$0	\$50,000	\$0

FUNDING SOURCES

Parks - Parks Infrastructure

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$25,000	\$50,000	\$50,000	\$0	\$50,000	\$0
TOTAL	\$25,000	\$50,000	\$50,000	\$0	\$50,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - POCKET PARK CONSTRUCTION

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Pocket Park Construction
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00004
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

Look for opportunities as they become available and work with community partners.

COST ESTIMATE

PROJECT DESCRIPTION:

The addition of Pickett Pocket Park near Commercial Avenue and 22nd Street has turned out to be an important neighborhood and community park. It was especially popular during the COVID shutdowns as an outdoor gathering place. We are encouraged to look for additional opportunities along Commercial Avenue for public open spaces.

PROJECT OBJECTIVES / STATUS:

Add new pocket park in south Commercial Avenue area similar to Pickett Pocket Park.



Parks - Pocket Park Construction

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Pocket Park Construction	\$0	\$0	\$150,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$150,000	\$0	\$0	\$0

FUNDING SOURCES

Parks - Pocket Park Construction

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$0	\$0	\$100,000	\$0	\$0	\$0
360 Interest & Other Earnings	\$0	\$0	\$50,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$150,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - Q'ELECH'ILHCH PARK IMPROVEMENTS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Q'elech'ilhch Park Improvements
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00018
JUSTIFICATION: Improves existing service & recognizes the importance of Samish history on Fidalgo Island.
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

This project is a collaboration with the Samish Nation to rename the park and place interpretive signs on site.

RECOMMENDATION:

Identify city funds and community partners.

PROJECT OBJECTIVES / STATUS:

The park was renamed Q'elech'ilhch Park (translated to Ironwoods) after the Samish village on Guemes and Fidalgo Island in this vicinity. The project will include replanting the beach area with native plants that would have been present at the time of the village. Interpretive signage will be placed at the west of the park in collaboration with the Samish Nation with assistance from the Anacortes Museum.

Qelech

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Q'elech'ilhch Park Improvements	\$0	\$50,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Qelech

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$50,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS- RE-ROOF AND RE-MODEL WASHINGTON PARK MAINTENANCE BUILDING

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks- Re-roof and Re-model
Washington Park Maintenance Building
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-GG-00010
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Improve the facility using REET funds and force account contributions.

COST ESTIMATE

PROJECT DESCRIPTION:

The maintenance shop at Washington Park has several problems. Its drainage system needs improvement including a curtain drain to prevent water from the outside from flowing onto the floor. It lacks any insulation making work in the winter extremely difficult and the roof is in need of repair.

PROJECT OBJECTIVES / STATUS:

This project can be handled in stages as revenue allows.

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof and Re-model Washington Park Maintenance Building	\$0	\$40,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Re-roof and Re-model Washington Park Maintenance ...

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$40,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$40,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - RE-ROOF PARKS GRANDVIEW CEMETERY OFFICE

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Re-roof Parks Grandview Cemetery Office
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-GG-00008
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Replace failing cemetery office roof.

COST ESTIMATE

PROJECT DESCRIPTION:

The roof on the Grand View Cemetery office is an asphalt shingle roof that has failed and needs to be replaced with a standing seam metal roof.

PROJECT OBJECTIVES / STATUS:

The cemetery staff uses the office to meet with families who are looking for the grave of a loved one or looking to purchase a cemetery plot.

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof PRK Grandview Cemetery Office	\$0	\$10,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$10,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Re-roof Parks Grandview Cemetery Office

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$0	\$10,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$10,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

PARKS- RE-ROOF WASHINGTON PARK CARETAKER HOUSE

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Re-roof Washington Park Caretaker House
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-GG-00007
JUSTIFICATION: Roof is failing/longevity of structure
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Replace roof to safeguard the longevity of the structure.

COST ESTIMATE

PROJECT DESCRIPTION:

The Washington Park Caretaker residence has an asphalt shingle roof that has failed and needs replacing. Roof to be replaced with a standing seam metal roof.

PROJECT OBJECTIVES / STATUS:

The residence is sound but the roof has begun to fail. Like the roofs at the park, replacement with metal roofing lends itself to a longer life and easier care and cleaning.

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof Washington Park Caretaker House	\$120,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$120,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Re-roof Washington Park Caretaker House

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$120,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$120,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - SENIOR CENTER GENERATOR TRANSFER SWITCH

2023-2028 CFP

SUMMARY

PROJECT TITLE: Parks - Senior Center Generator Transfer Switch
DEPARTMENT: Parks
BUDGET CODE: CFP-GG-00016
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Senior Center Generator Transfer Switch

RECOMMENDATION:

Backup power for community center, including food distribution to seniors. This power will also support EOC command functions if needed.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Parks - Senior Center Generator Transfer Switch

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Senior Center Generator Transfer Switch	\$0	\$150,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$150,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Senior Center Generator Transfer Switch

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$150,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$150,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - SHIP HARBOR WETLAND INTERPRETIVE TRAIL

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Ship Harbor Wetland Interpretive Trail
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00016
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

The Ship Harbor interpretive trail weaves through the Ship Harbor Interpretive Preserve providing access to this unique near shore wetland. The boardwalk does not have a clear access point to the neighboring Washington State Ferry Terminal.

RECOMMENDATION:

Seek grant funding and community partners for the completion of this important trail system.

PROJECT OBJECTIVES / STATUS:

The goal is to provide access to the State Ferry Terminal and reduce the number of social trails that currently exist. This would diminish the environmental footprint of the trail system and improve accessibility.

COST ESTIMATE

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Ship Harbor Wetland Interpretive Trail	\$0	\$0	\$0	\$300,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$300,000	\$0	\$0

FUNDING SOURCES

Parks - Ship Harbor Wetland Interpretive Trail

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$0	\$0	\$225,000	\$0	\$0
390 Debt, Capital & Other	\$0	\$0	\$0	\$75,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$300,000	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

ANACORTES WASHINGTON PARKS - SKATE PARK

2023-2028 CFP



Anacortes Skatepark Concept
PC092922 | September 29th, 2022

Anacortes Skatepark Concept
Anacortes, WA

grindline.com | info@grindline.com

SUMMARY

PROJECT TITLE: Parks - Skate Park
DEPARTMENT: Parks
BUDGET CODE: CFP-PRK-00017
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

City Council has already approved \$100,000 in REET funding for this project.

PROJECT DESCRIPTION:

The City was interested in upgrading the Ben Root Skate Park when we were approached by donors with significant funding to do this sooner than expected. This project is in process with contract for design already underway.

PROJECT OBJECTIVES / STATUS:

Project is slated for construction in 2022-2023..

COST ESTIMATE

Parks - Skate Park

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Skate Park Replacement	\$900,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$900,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Skate Park

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$800,000	\$0	\$0	\$0	\$0	\$0
390 Debt, Capital & Other	\$100,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$900,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

PARKS - STORVIK PARK FIELD LIGHTING AND IMPROVEMENTS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Storvik Park field lighting and improvements
DEPARTMENT: Park and Recreation
BUDGET CODE: CFP-PRK-00010
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Storvik Park will be 50 years old in 2023 and the playfield, lighting and backstop are in need of repair to accommodate increased growth in Anacortes and with it, more use of the park. We are also holding more events at the park that require better access to utilities. We are planning on adding LED lighting at the field, access to power at each pole, a new backstop, new dugouts and field drainage.

RECOMMENDATION:

This is a project that would most likely require state funds with the city providing matching funds. Our recommendation is to make that match available at the time of the grant application.

PROJECT OBJECTIVES / STATUS:

We want to replace turf and amend the soil for drainage, replace the existing field lighting, electrical outlets as well as make improvements to the backstop and area around the scorer's booth.

COST ESTIMATE

Parks - Storvik Park field lighting and improvements

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Storvik Park field lighting and improvements	\$0	\$0	\$0	\$700,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$700,000	\$0	\$0

FUNDING SOURCES

Parks - Storvik Park field lighting and improvements

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$0	\$450,000	\$0	\$0
360 Interest & Other Earnings	\$0	\$0	\$0	\$250,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$700,000	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - STORVIK PARK SMALL COURTS MAKEOVER

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Storvik Park small courts makeover
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00011
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Seek funding from community groups in combination with city funds to make desired improvements.

PROJECT DESCRIPTION:

We want to upgrade the "small courts" area of Storvik Park that now includes horseshoe pits, shuffleboard courts and an old lawn bowling area. There are a number of options of what might go in its place including a, bocce ball area, sand volleyball or temporarily making it a grass play area that could accommodate different uses.

PROJECT OBJECTIVES / STATUS:

As the city population continues to grow this places added demands on the parks system by those seeking outdoor recreation opportunities. Improvements at Storvik Park to accommodate a variety of types or play and age groups is what we are seeking.

COST ESTIMATE



Parks - Storvik Park small courts makeover

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Storvik Park small courts makeover	\$0	\$60,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$60,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Storvik Park small courts makeover

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$60,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$60,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - PLANNING STUDY FOR THE TOMMY THOMPSON CAUSEWAY AND TRESTLE REPLACEMENT.

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Planning study for the Tommy Thompson causeway and trestle replacement.

DEPARTMENT: Parks and Recreation

BUDGET CODE: CFP-PRK-00007

JUSTIFICATION: Improves existing service

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

The City is working with the Washington State Department of Natural Resources and the Samish Indian Nation on a planning grant and feasibility study for the removal and replacement of the trestle and causeway. The work will start at Weaverling Spit and go east to March Point. The goal is to improve the health of Fidalgo Bay by opening up the tidal flushing capacity to benefit habitat for salmon and marine species beneficial to salmon development and removing over 700 known creosote pilings.

This project was approved in 2020 but matching funding has delayed the start of the planning study until late 2022.

RECOMMENDATION:

Continue with this process and encourage the participation of more community partners in this effort.

PROJECT OBJECTIVES / STATUS:

This City, Samish and the DNR already have secured a grant from the State's Recreation and Conservation Office. Other community partners are poised to join this effort. Our task is to study the feasibility of removing the existing trestle and causeway and replacing it with a steel, concrete and fiberglass structure. The study will look at improving the health of Fidalgo Bay and improving recreational and commuter opportunities.

COST ESTIMATE

Parks - Tommy Thompson Trestle and Causeway Replacement

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Tommy Thompson Trestle and Causeway Replacement	\$350,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$350,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Tommy Thompson Trestle and Causeway Replacement

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$350,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$350,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

PARKS - VOLUNTEER FIELD IMPROVEMENT

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Volunteer Field Improvement
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00019
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

The returfing of Volunteer Field with synthetic turf would extend the use of the area throughout the year and provides opportunities for a wide range of groups to use it. The fact that this field also has existing field lights expands the use of the field as well.

RECOMMENDATION:

Approve the use of funds to serve as a partial match of private money to help fund this project.

PROJECT OBJECTIVES / STATUS:

The City has been fortunate to work with private donors to improve our facilities at Volunteer Park over the last 20 years. Recently we were able to place synthetic turf on Alton Daniels Field and returf the Marguerite and Don Daniels Field. These are primarily used for baseball and fastpitch but we are increasingly using them for soccer practices and other activities because they have lights and all weather surfaces. We now have the opportunity to change out Volunteer Field from grass to synthetic turf which would allow us to use this field for more activities and practices that benefit baseball, soccer, lacrosse and potentially softball. The donor is asking for public and other private funds to contribute to the identified donated funds.

COST ESTIMATE

Parks - Volunteer Field Improvement

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Volunteer Field Improvement	\$0	\$800,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$800,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Volunteer Field Improvement

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$550,000	\$0	\$0	\$0	\$0
390 Debt, Capital & Other	\$0	\$250,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$800,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - WASHINGTON PARK CAMPGROUND IMPROVEMENTS

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Washington Park
Campground improvements
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00008
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Continue funding these improvements to Washington Park infrastructure.

PROJECT DESCRIPTION:

These projects are on-going to improve campground facilities. We have upgraded water and electrical services. Repair and improvement to the road facilities are also upcoming necessities. With increased camping and the larger size of camping units starting the process of paving our exit road and possibly campground loops would improve the camping experience for our guests and reduce annual maintenance.

PROJECT OBJECTIVES / STATUS:

Our goal is to do as much of this work as possible using a combination of expertise with the city staff and use funds to pay for the materials. If this is not possible, we will use outside contractors.

COST ESTIMATE

Parks - Washington Park Campground Improvements

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Washington Park Campground Improvements	\$0	\$0	\$50,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$50,000	\$0	\$0	\$0

FUNDING SOURCES

Parks - Washington Park Campground Improvements

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$50,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$50,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - WASHINGTON PARK RESTROOM & INFRASTRUCTURE

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - Washington Park Restroom & Infrastructure
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00003
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Our goal is to build a small restroom near the picnic shelters and playground.

RECOMMENDATION:

Continue funding for this project.

PROJECT OBJECTIVES / STATUS:

The site where there are currently port-a-potties is where we would locate the new restrooms. This improvement would allow better access for disabled individuals and families who spend time nearer the playground, picnic shelters and beach. This project is starting in 2022, and will likely carryover and finish in 2023.

COST ESTIMATE

Parks - Washington Park Restroom & Infrastructure

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Washington Park Restroom & Infrastructure	\$50,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Parks - Washington Park Restroom & Infrastructure

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$50,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PARKS - WEST SIDE PARK

2023 - 2028 CFP



SUMMARY

PROJECT TITLE: Parks - West Side Park
DEPARTMENT: Parks and Recreation
BUDGET CODE: CFP-PRK-00015
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Build new neighborhood park at West 6th and Minnesota through grants, community donations and city funds.

PROJECT DESCRIPTION:

Our goal is to add another west end neighborhood park that will provide this section of town with a playground and other amenities. It will be limited by the size of the lot identified at West 6th Street and Minnesota Avenue for the park location. Tursi Park is similar to what could be designed here. We would hold community meetings to take input on the best design for the neighborhood.

PROJECT OBJECTIVES / STATUS:

The west streets have limited parks and playgrounds within walking and biking distance given the increasing density of this neighborhood. The Community Forest Lands do offer recreational opportunities, but they lack the playgrounds and other amenities found in a more traditional park.

COST ESTIMATE

Parks - West Side Park

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
West Side Park	\$0	\$0	\$400,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$400,000	\$0	\$0	\$0

FUNDING SOURCES

Parks - West Side Park

	2023	2024	2025	2026	2027	2028
360 Interest & Other Earnings	\$0	\$0	\$160,000	\$0	\$0	\$0
390 Debt, Capital & Other	\$0	\$0	\$140,000	\$0	\$0	\$0
308 Beginning Fund Balance	\$0	\$0	\$100,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$400,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



GEN GOV - 100 KW SOLAR ARRAY ON MAINTENANCE FACILITY

2023-2028 CFP

SUMMARY

PROJECT TITLE: PW OPS- 100 kW Solar Array on Maintenance Facility
DEPARTMENT: PW
BUDGET CODE: CFP-GG-00006
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Install a 100kW solar array on the Maintenance/Operations Facility, the roof was replaced in 2016 with a standing seam metal roof specifically to install a solar array system.

RECOMMENDATION:

A 100kW solar system will roughly produce enough electricity to cover 2/3 of the yearly bill at the Maintenance/Operations Facility. The rough pay back based on a cost of \$200,000 is 12 -13 years, average life span of a solar array system is 25 to 30 years.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

PW OPS- 100 kW Solar Array on Maintenance Facility

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
100 kW Solar Array on Maintenance Facility	\$0	\$0	\$150,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$150,000	\$0	\$0	\$0

FUNDING SOURCES

PW OPS- 100 kW Solar Array on Maintenance Facility

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$0	\$0	\$150,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$150,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PW OPS - OPERATIONS UPPER PARKING LOT PAVEMENT

2023-2028 CFP

SUMMARY

PROJECT TITLE: PW OPS - Operations Upper Parking lot pavement
DEPARTMENT: PW
BUDGET CODE: CFP-GG-00017
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Pavement in parking lot has failed, base has failed and sloughed in places and a new development to the west has forced us to reconfigure the lot and the entrance. The poured in place parking curb has also disintegrated.

RECOMMENDATION:

Aged pavement and high use are resulting in further damage. Increase in employees for both the City and the School as well as new development furthers the need to reconfigure the parking lot. Approx. 70 employees park daily.

If funded in the operating budget this could be done in house at a lower cost.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

PW OPS - Operations Upper Parking lot pavement

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Operations Upper Parking lot pavement	\$0	\$260,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$260,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

PW OPS - Operations Upper Parking lot pavement

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$260,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$260,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

PW OPS - OPS FACILITY MASTER PLAN

2023-2028 CFP

SUMMARY

PROJECT TITLE: PW Ops- Ops Facility Master Plan

DEPARTMENT: PW

BUDGET CODE: CFP-GG-00019

JUSTIFICATION: Improves existing service

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Develop a master plan for the Operations facility/yard in order to anticipate future and ongoing growth and space requirements. The ASD and the City have operated out of this facility since 1977 and both agencies have grown tremendously in that time. Time has come to think about both the long and short term future of this facility and its uses. We have grown and are still growing. Currently 50 City and 25+ School Dist. employees are working out of the facility. Departments have been added to the facility bringing more equipment to store and maintain. We are operating an impound for illegal oversize vehicles, our own Equipment is getting larger, electric heavy duty trucks are on the horizon, Electric Busses are already here and will require charging infrastructure and space. We continue to move more and more equipment into our rear yard for storage which is unsecured and also shrinking. We are fortunate to have more space on site potentially available we just need to plan on how to use it.

RECOMMENDATION:

A mid to long term plan will better help the City navigate growth and give us a clearer picture of the space required to continue operations. We need to consider the impacts of the \$0 property lease and the valuable space used by the School Dist transportation Dept. We are out of Fleet shop repair and maintenance space, we have already moved to alternative work schedules to help split our shop space better to give mechanics a space to work.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

PW Ops- Ops Facility Master Plan

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Ops Facility Master Plan	\$25,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$25,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

PW Ops- Ops Facility Master Plan

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$25,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$25,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



PW OPS - OPERATIONS/ ASD FACILITY PARKING LOT REPAVE EAST HALF

2023-2028 CFP

SUMMARY

PROJECT TITLE: PW Ops- Operations/ ASD
facility parking lot repave East half
DEPARTMENT: PW
BUDGET CODE: CFP-GG-00019
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

This pavement is poor. There has been trips
and falls by employees who often walk it in the
early morning and at night in the dark. The
West half was done about 10 years ago. Public
works did pave the main thruways in 2022
helping to push this project out before the rest
of the area needs repaving.

RECOMMENDATION:

The East half of ASD/Ops Facility needs
repaving in the future. the immediate need has
been remedied. this should play in to the
strategic plan of the Ops facility.

PROJECT OBJECTIVES / STATUS:

Planning

COST ESTIMATE

PW Ops- Operations/ ASD facility parking lot repave East ...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Operations/ ASD facility parking lot repave East half	\$0	\$0	\$0	\$0	\$0	\$300,000
TOTAL	\$0	\$0	\$0	\$0	\$0	\$300,000

FUNDING SOURCES

PW Ops- Ops Facility Master Plan

	2023	2024	2025	2026	2027	2028
308 Beginning Fund Balance	\$25,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$25,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



SOLID WASTE CONTAINERS

2023-2028 CFP



SUMMARY

PROJECT TITLE: Solid Waste - New Containers
DEPARTMENT: Public Services
BUDGET CODE: 450.780.594.37.60
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Replacement and Metal dumpsters and plastic totes.

Every year we have various Steel dumpsters that wear/rust out and need replacing. We keep several of each size in stock and consistently order replacements as needed. We also order replacement/ additional plastic totes as needed for our inventory levels.

FUNDING SOURCES

CFP - Solid Waste

Proposal Name	2023	2024	2025	2026	2027	2028	Total
Solid Waste - New Containers	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$270,000
TOTAL	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$270,000



STORM - STORM SYSTEM RESTORATION AND UPGRADES

2023-2028 CFP



SUMMARY

PROJECT TITLE: Storm System Restoration and Upgrades

DEPARTMENT: Public Works

BUDGET CODE: CFP-STM-00001

JUSTIFICATION: Maintenance and improvements to the existing Storm system

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Maintenance and improvements to the existing Storm system including pond maintenance.

RECOMENDATION:

Various projects to restore and upgrade the storm system, including: storm pond cleaning, repair, and fencing; storm pipe and outfall reconstruction; separation of combined storm/sanitary sewer systems; conveyance capacity improvement; trash rack installation; and water quality improvement, including storm swale and pond retrofitting.

PROJECT OBJECTIVES / STATUS:

Compliance with the requirements of the City's Phase 2 NPDES Permit

COST ESTIMATE

Storm - Storm System Restoration and Upgrades

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Storm System Restoration and Upgrades	\$210,000	\$220,000	\$231,000	\$243,000	\$255,000	\$267,750
TOTAL	\$210,000	\$220,000	\$231,000	\$243,000	\$255,000	\$267,750

FUNDING SOURCES

Storm - Storm System Restoration and Upgrades

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$210,000	\$220,000	\$231,000	\$243,000	\$255,000	\$267,750
TOTAL	\$210,000	\$220,000	\$231,000	\$243,000	\$255,000	\$267,750

OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - 12TH STREET AND K AVENUE INTERSECTION

2023-2028 CFP

SUMMARY

PROJECT TITLE: 12th Street and K Avenue Intersection
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00011
JUSTIFICATION:
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

The City's 2016 Comprehensive Plan identifies this intersection delay as LOS D in 2015 and dropping to a LOS F in 2036.

As this is on SR20 Spur the LOS Standard for this intersection is LOS D per WSDOT standards.

RECOMMENDATION:

Capacity improvement to accommodate anticipated growth and maintain level of service.

The Comprehensive Plan identifies project possibilities as follows: Capacity improvements options include signal, roundabout, right-in-right-out, or westbound acceleration lane.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - 12th Street and K Avenue Intersection

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
12th Street and K Avenue Intersection	\$0	\$0	\$0	\$0	\$1,000,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$1,000,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

FUNDING SOURCES

Transportation - 12th Street and K Avenue Intersection

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$0	\$0	\$1,000,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$1,000,000	\$0



TRANSPORTATION - 17TH STREET Q AVE INTERSECTION

2023-2028 CFP



SUMMARY

PROJECT TITLE: 17th Street Q Ave Intersection
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00007
JUSTIFICATION:
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Intersection upgrades resulting from development of MJB property.

RECOMMENDATIONS:

Capacity improvements to accommodate anticipated growth and maintain level of service.
Possible roundabout to replace signalized intersection.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
17th Street Q Ave Intersection	\$0	\$0	\$2,000,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$2,000,000	\$0	\$0	\$0

FUNDING SOURCES

Transportation - 17th Street Q Ave Intersection

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$2,000,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$2,000,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - ADA RAMPS

2023-2028 CFP

SUMMARY

PROJECT TITLE: ADA Ramps
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00001
JUSTIFICATION: The sidewalk is considered part of the transportation system that provides an alternative mode of transportation for people. This yearly project ensures a safe path of travel for all users.
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Modify existing ramps and build new ramps to meet ADA standards throughout the City

RECOMMENDATION:

The City is always working to update our facilities to meet ADA requirements. Also ADA needs to be met when most road maintenance is performed.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - ADA Ramps

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
ADA Ramps	\$105,000	\$110,000	\$115,000	\$120,000	\$125,000	\$130,000
TOTAL	\$105,000	\$110,000	\$115,000	\$120,000	\$125,000	\$130,000

FUNDING SOURCES

Transportation - ADA Ramps

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$105,000	\$110,000	\$115,000	\$120,000	\$125,000	\$130,000
TOTAL	\$105,000	\$110,000	\$115,000	\$120,000	\$125,000	\$130,000

TRANSPORTATION - ANNUAL PAVEMENT MAINTENANCE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Annual Pavement Maintenance
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00004
JUSTIFICATION: Extends the surface life of the roadways
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

PROJECT DESCRIPTION:

A multi-year project that provides multiple methods, such as asphalt overlay, slurry seal, chip seal, crack sealing to extend the overall life expectancy of the roadways.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - Annual Pavement Maintenance

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Annual Pavement Maintenance	\$2,400,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
TOTAL	\$2,400,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000

FUNDING SOURCES

Transportation - Annual Pavement Maintenance

	2023	2024	2025	2026	2027	2028
310 Taxes	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000
390 Debt, Capital & Other	\$800,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
TOTAL	\$2,400,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - FIDALGO BAY ROAD RECONSTRUCTION

2023-2028 CFP



SUMMARY

PROJECT TITLE: Fidalgo Bay Road
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00014
JUSTIFICATION: Fidalgo Bay Road is a secondary roadway into Anacortes during emergency situations that block SR20 between Sharpe's Corner and R Avenue at SR20.
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Reconstruction of Fidalgo Bay Road from 35th and V Avenue south to SR 20

RECOMMENDATION:

The Samish Indian Nation is interested pursuing grant funding the reconstruct Fidalgo Bay Road to improve access to their Nation's main economic resource. Inclusion of this project on the City's Transportation Plan will help to facilitate grant acquisition.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - Fidalgo Bay Road Reconstruction

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Fidalgo Bay Road Reconstruction	\$0	\$0	\$1,000,000	\$0	\$8,500,000	\$0
TOTAL	\$0	\$0	\$1,000,000	\$0	\$8,500,000	\$0

FUNDING SOURCES

Transportation - Fidalgo Bay Road Reconstruction

	2023	2024	2025	2026	2027	2028
334 State Grants	\$0	\$0	\$1,000,000	\$0	\$8,500,000	\$0
TOTAL	\$0	\$0	\$1,000,000	\$0	\$8,500,000	\$0

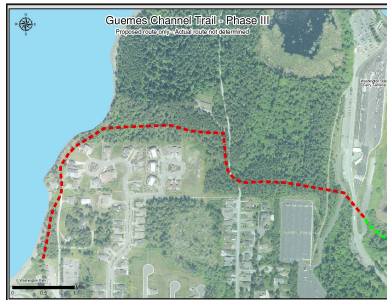
OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - GUEMES CHANNEL TRAIL PHASES II, III, & VI

2023-2028 CFP



SUMMARY

PROJECT TITLE: Guemes Channel Trail Phases II, III, & VI

DEPARTMENT: Public Works

BUDGET CODE: CFP-TRN-00012

JUSTIFICATION: Provide an alternate trail connection from the downtown to Washington park, expanding outdoor recreation in Anacortes

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Design and construct a bicycle and pedestrian trail:

Phase II - Ferry Terminal Road to Edwards Way

Phase III - Ferry Terminal Road to Washington Park

Phase VI - Hartford Ave. vicinity to 6th St. vicinity

RECOMMENDATION:

The Comprehensive Plan and Shoreline Master Program direct extending the Guemes Channel Trail to enhance physical and visual access to the water and to provide a nonmotorized connection between Washington Park and the Tommy Thompson trail.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - Guemes Channel Trail Phases II, III, & VI

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Guemes Channel Trail Phases II, III, & VI	\$0	\$0	\$0	\$0	\$3,500,000	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$0	\$0	\$0	\$0	\$3,500,000	\$0

FUNDING SOURCES

Transportation - Guemes Channel Trail Phases II, III, & VI

	2023	2024	2025	2026	2027	2028
334 State Grants	\$0	\$0	\$0	\$0	\$3,500,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$3,500,000	\$0

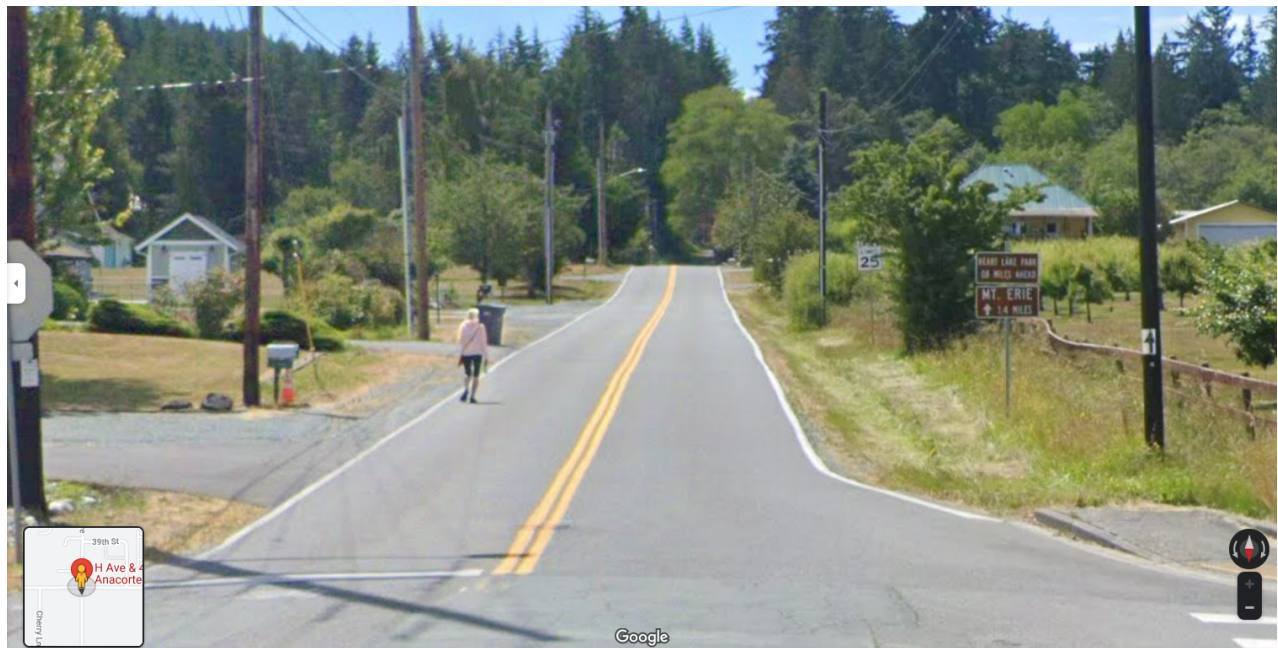
OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - H AVENUE ACFL MULTIMODAL CONNECTOR

2023-2028 CFP



SUMMARY

PROJECT TITLE: H Avenue ACFL Multimodal Connector

DEPARTMENT: Public Works

BUDGET CODE: CFP-TRN-00006

JUSTIFICATION:

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Construction of a new shared use path along H Avenue from 41st Street to the trailhead of Trail #208

RECOMMENDATION:

This project will provide pedestrian and bike connection to the ACFL trail system.

PROJECT OBJECTIVES / STATUS:

This project is grant funded with a Complete Streets Grant from TIB.

COST ESTIMATE

Transportation - H Avenue ACFL Multimodal Connector

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
H Ave ACFL Connector	\$200,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$200,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Transportation - H Avenue ACFL Multimodal Connector

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$200,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$200,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

TRANSPORTATION - KANSAS AVE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Kansas Avenue
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00015
JUSTIFICATION:
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Improved street network and pedestrian safety adding direct route to the arterial/collector network.

PROJECT DESCRIPTION:

Complete roadway construction for Kansas Avenue from West 4th Street to West 2nd Street with pedestrian improvements to full City of Anacortes Standards

PROJECT OBJECTIVES / STATUS:

- Work will be performed by City forces.
- Phase 1 will be from West 3rd Street to West 4th Street.
- Phase 2 will be from West 2nd Street to West 3rd Street.

COST ESTIMATE

Transportation - Kansas Ave

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Kansas Ave	\$0	\$0	\$0	\$0	\$1,200,000	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$0	\$0	\$0	\$0	\$1,200,000	\$0

FUNDING SOURCES

Transportation - Kansas Ave

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$0	\$0	\$1,200,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$1,200,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - NON-MOTORIZED IMPROVEMENTS

2023-2028 CFP

SUMMARY

PROJECT TITLE: Non-Motorized Improvements
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00003
JUSTIFICATION:
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Various Non-Motorized transportation improvements

RECOMMENDATION:

Provides extensions of multimodal trail network for both cyclists and pedestrians

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - Non-Motorized Improvements

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Non-Motorized Improvements	\$10,500	\$11,000	\$11,500	\$12,000	\$12,600	\$13,230
TOTAL	\$10,500	\$11,000	\$11,500	\$12,000	\$12,600	\$13,230

FUNDING SOURCES

Transportation - Non-Motorized Improvements

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$10,500	\$11,000	\$11,500	\$12,000	\$12,600	\$13,230
TOTAL	\$10,500	\$11,000	\$11,500	\$12,000	\$12,600	\$13,230

OPERATING IMPACTS

Operating impacts to be determined in the future.

TRANSPORTATION - R AVENUE SAFETY AND MOBILITY IMPROVEMENTS

2023-2028 CFP

ANACORTES - R AVENUE LONG TERM IMPROVEMENTS

PROJECT INTRODUCTION

- Enhance the safety and mobility along R Avenue and at crossing points of R Avenue from west to east.
- Improve the safety and mobility along R Avenue from east to west.
- Design of the final two phases is required to start through Spring 2022.

PROJECT HISTORY

The city worked with consultants to a citywide traffic study to analyze the Level of Service provided at selected intersections. A meeting report identified:

- Four critical intersections along R Avenue corridor: the intersection of R Avenue and Commercial Avenue.
- Addressing the Level of Service deficiency at the intersection of R Avenue and Commercial Avenue.
- To date, four of the six phases are completed including:

- Phase 1: R Avenue from 28th to 30th Street.
- Phase 2: R Avenue from 30th to 32nd Street.
- Phase 3: R Avenue from 32nd to 34th Street.
- Phase 4: R Avenue from 34th to 36th Street.

PROJECT OVERVIEW

The R Avenue Long Term Improvements Project addresses building on the success of previous phases for enhancing safety and multi-modal access.

PHASES TO BE COMPLETED:

- Constructing a roundabout at R Avenue and 30th Street intersection.
- Re-align, grade, and resurface R Avenue between 28th and 30th Streets.
- Re-align, grade, and resurface R Avenue between 30th and 32nd Streets.
- Re-align, grade, and resurface R Avenue between 32nd and 34th Streets.
- Re-align, grade, and resurface R Avenue between 34th and 36th Streets.
- Re-align, grade, and resurface R Avenue between 36th and 38th Streets.
- Re-align, grade, and resurface R Avenue between 38th and 40th Streets.
- Re-align, grade, and resurface R Avenue between 40th and 42nd Streets.
- Re-align, grade, and resurface R Avenue between 42nd and 44th Streets.
- Re-align, grade, and resurface R Avenue between 44th and 46th Streets.
- Re-align, grade, and resurface R Avenue between 46th and 48th Streets.
- Re-align, grade, and resurface R Avenue between 48th and 50th Streets.
- Re-align, grade, and resurface R Avenue between 50th and 52nd Streets.
- Re-align, grade, and resurface R Avenue between 52nd and 54th Streets.
- Re-align, grade, and resurface R Avenue between 54th and 56th Streets.
- Re-align, grade, and resurface R Avenue between 56th and 58th Streets.
- Re-align, grade, and resurface R Avenue between 58th and 60th Streets.
- Re-align, grade, and resurface R Avenue between 60th and 62nd Streets.
- Re-align, grade, and resurface R Avenue between 62nd and 64th Streets.
- Re-align, grade, and resurface R Avenue between 64th and 66th Streets.
- Re-align, grade, and resurface R Avenue between 66th and 68th Streets.
- Re-align, grade, and resurface R Avenue between 68th and 70th Streets.
- Re-align, grade, and resurface R Avenue between 70th and 72nd Streets.
- Re-align, grade, and resurface R Avenue between 72nd and 74th Streets.
- Re-align, grade, and resurface R Avenue between 74th and 76th Streets.
- Re-align, grade, and resurface R Avenue between 76th and 78th Streets.
- Re-align, grade, and resurface R Avenue between 78th and 80th Streets.
- Re-align, grade, and resurface R Avenue between 80th and 82nd Streets.
- Re-align, grade, and resurface R Avenue between 82nd and 84th Streets.
- Re-align, grade, and resurface R Avenue between 84th and 86th Streets.
- Re-align, grade, and resurface R Avenue between 86th and 88th Streets.
- Re-align, grade, and resurface R Avenue between 88th and 90th Streets.
- Re-align, grade, and resurface R Avenue between 90th and 92nd Streets.
- Re-align, grade, and resurface R Avenue between 92nd and 94th Streets.
- Re-align, grade, and resurface R Avenue between 94th and 96th Streets.
- Re-align, grade, and resurface R Avenue between 96th and 98th Streets.
- Re-align, grade, and resurface R Avenue between 98th and 100th Streets.

SECTION A - ROUNDABOUT

SECTION B - R AVENUE BLOCKING NORTH

SECTION C - SIDE STREET

CONTACT US

For general questions contact:
City Engineering Department
1000 1st Street
Anacortes, WA 98221
Phone: 360-291-1800
Email: info@cityofanacortes.org

PUBLIC MEETING | DECEMBER 2021

ANACORTES - R AVENUE LONG TERM IMPROVEMENTS

MULTI-USE PATH

BIODECKS

PEDESTRIAN CROSSING AND BUS STOP

ROUNDABOUT

KEY PROJECT FEATURES:

- 10-foot multi-use path connecting 30th Street and 32nd Street.
- Re-align, grade, and resurface R Avenue between 28th and 30th Streets.
- Re-align, grade, and resurface R Avenue between 30th and 32nd Streets.
- Re-align, grade, and resurface R Avenue between 32nd and 34th Streets.
- Re-align, grade, and resurface R Avenue between 34th and 36th Streets.
- Re-align, grade, and resurface R Avenue between 36th and 38th Streets.
- Re-align, grade, and resurface R Avenue between 38th and 40th Streets.
- Re-align, grade, and resurface R Avenue between 40th and 42nd Streets.
- Re-align, grade, and resurface R Avenue between 42nd and 44th Streets.
- Re-align, grade, and resurface R Avenue between 44th and 46th Streets.
- Re-align, grade, and resurface R Avenue between 46th and 48th Streets.
- Re-align, grade, and resurface R Avenue between 48th and 50th Streets.
- Re-align, grade, and resurface R Avenue between 50th and 52nd Streets.
- Re-align, grade, and resurface R Avenue between 52nd and 54th Streets.
- Re-align, grade, and resurface R Avenue between 54th and 56th Streets.
- Re-align, grade, and resurface R Avenue between 56th and 58th Streets.
- Re-align, grade, and resurface R Avenue between 58th and 60th Streets.
- Re-align, grade, and resurface R Avenue between 60th and 62nd Streets.
- Re-align, grade, and resurface R Avenue between 62nd and 64th Streets.
- Re-align, grade, and resurface R Avenue between 64th and 66th Streets.
- Re-align, grade, and resurface R Avenue between 66th and 68th Streets.
- Re-align, grade, and resurface R Avenue between 68th and 70th Streets.
- Re-align, grade, and resurface R Avenue between 70th and 72nd Streets.
- Re-align, grade, and resurface R Avenue between 72nd and 74th Streets.
- Re-align, grade, and resurface R Avenue between 74th and 76th Streets.
- Re-align, grade, and resurface R Avenue between 76th and 78th Streets.
- Re-align, grade, and resurface R Avenue between 78th and 80th Streets.
- Re-align, grade, and resurface R Avenue between 80th and 82nd Streets.
- Re-align, grade, and resurface R Avenue between 82nd and 84th Streets.
- Re-align, grade, and resurface R Avenue between 84th and 86th Streets.
- Re-align, grade, and resurface R Avenue between 86th and 88th Streets.
- Re-align, grade, and resurface R Avenue between 88th and 90th Streets.
- Re-align, grade, and resurface R Avenue between 90th and 92nd Streets.
- Re-align, grade, and resurface R Avenue between 92nd and 94th Streets.
- Re-align, grade, and resurface R Avenue between 94th and 96th Streets.
- Re-align, grade, and resurface R Avenue between 96th and 98th Streets.
- Re-align, grade, and resurface R Avenue between 98th and 100th Streets.

PUBLIC MEETING | DECEMBER 2021

SUMMARY

PROJECT TITLE: R Avenue Safety and Mobility Improvements

DEPARTMENT: Public Works

JOB CODE: CFP-TRN-00005

JUSTIFICATION: Improves existing service

START DATE (FY): TBD

END DATE (FY): TBD

RECOMMENDATION:

Needed capacity improvements to accommodate anticipated growth and maintain level of service. This project corrects projected capacity deficiencies in at three intersections along R Avenue (28th, 30th & 32nd).

COST ESTIMATE

PROJECT DESCRIPTION:

30th/R Ave Roundabout, right-in-right-out at 34th, 32nd, 28th; reroute 32nd to 30th at Q Ave; install 10-foot sidewalks for both bicycle and pedestrian use.

PROJECT OBJECTIVES / STATUS:

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
R Avenue Safety and Mobility Improvements	\$5,427,164	\$0	\$0	\$0	\$0	\$0
TOTAL	\$5,427,164	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Transportation - R Avenue Safety and Mobility Improvements

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$4,643,087	\$0	\$0	\$0	\$0	\$0
390 Debt, Capital & Other	\$784,077	\$0	\$0	\$0	\$0	\$0
TOTAL	\$5,427,164	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - SIDEWALK AND TRIP HAZARD REPAIRS

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sidewalk and Trip Hazard Repairs
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00002
JUSTIFICATION:
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATIONS:

PROJECT DESCRIPTION:

Pedestrian safety projects to eliminate trip hazards and fill in sidewalk gaps

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - Sidewalk and Trip Hazard Repairs

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sidewalk and Trip Hazard Repairs	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
TOTAL	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

FUNDING SOURCES

Transportation - Sidewalk and Trip Hazard Repairs

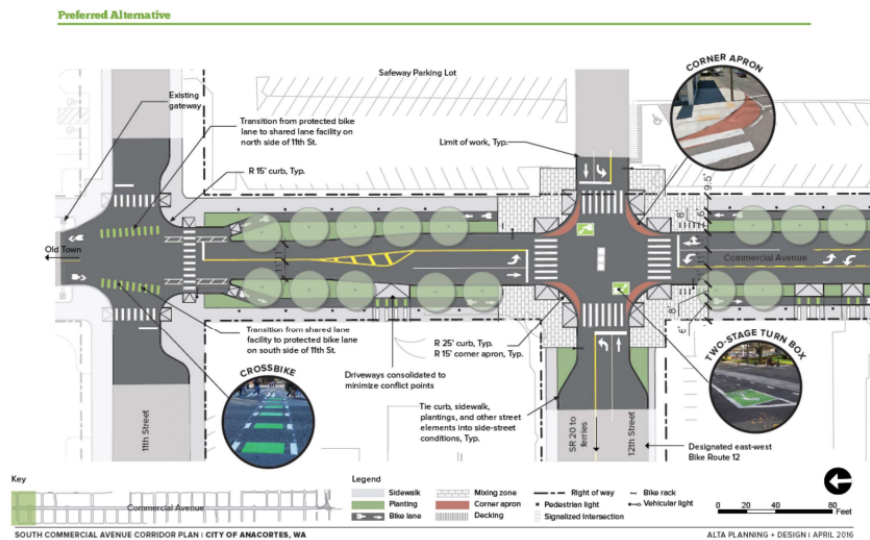
	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
TOTAL	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

OPERATING IMPACTS

Operating impacts to be determined in the future.

TRANSPORTATION - SOUTH COMMERCIAL AVENUE CORRIDOR PLAN - PHASE I COMMERCIAL AVENUE FROM 11TH TO 13TH

2023-2028 CFP



SUMMARY

PROJECT TITLE: South Commercial Avenue Corridor Plan -- Phase I Commercial Avenue from 11th to 13th

DEPARTMENT: Public Works

BUDGET CODE: CFP-TRN-00008

JUSTIFICATION: This project will provide a contextually sensitive connection from the downtown central business district to the rest of the South Commercial Avenue Corridor as well as 12th Street.

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Improve safety; pedestrian facilities and bicycle facilities at the 12th and Commercial Avenue intersections (SR 20 Spur).

RECOMMENDATION:

Implements Comp. Plan Policy LU-7.2 relating to enhancing and promoting non-motorized access on south Commercial Ave, and Transportation element policies prioritizing pedestrian and bicycle travel modes in planning and budgeting decisions.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - Phase I Commercial Avenue from 11th to 1...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
South Commercial Avenue Corridor Plan -- Phase I Commercial Avenue from 11th to 13th	\$500,000	\$1,500,000	\$0	\$0	\$0	\$0
TOTAL	\$500,000	\$1,500,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

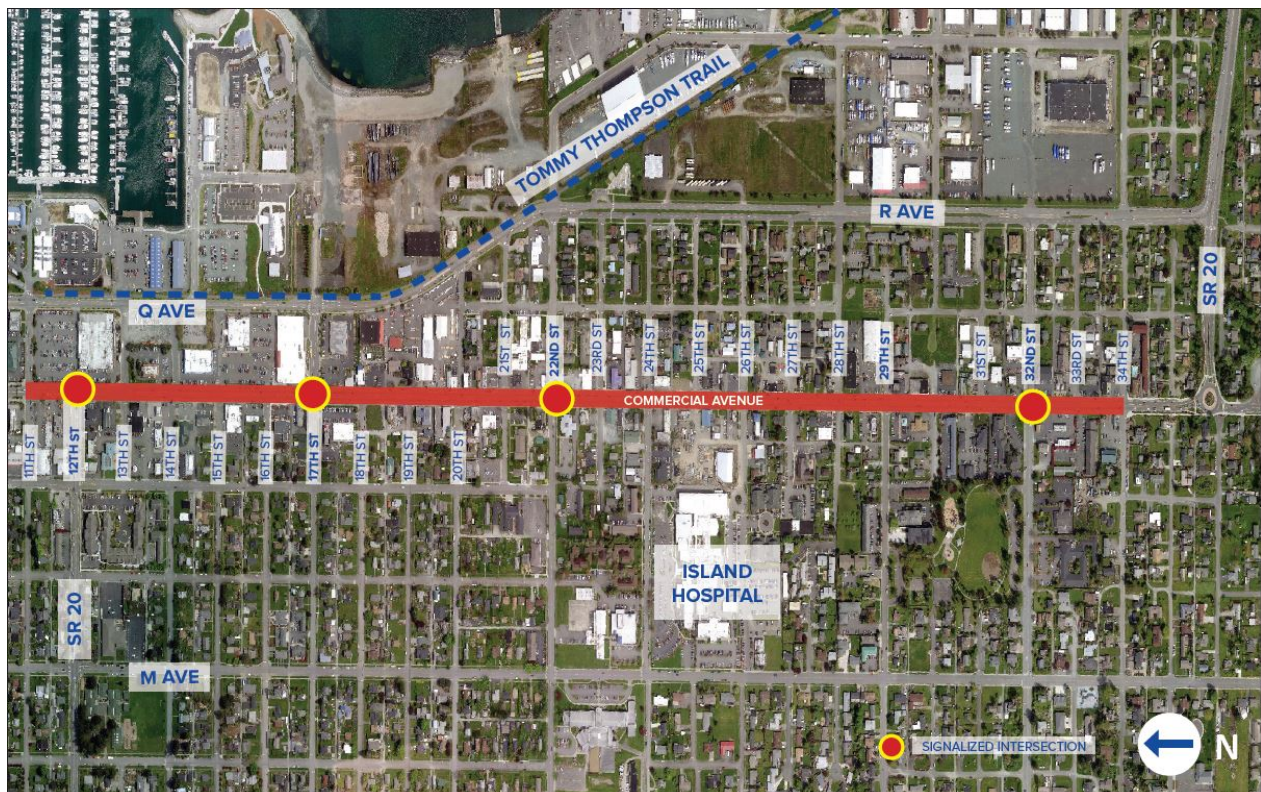
Transportation - Phase I Commercial Avenue from 11th to 1...

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$500,000	\$1,500,000	\$0	\$0	\$0	\$0
TOTAL	\$500,000	\$1,500,000	\$0	\$0	\$0	\$0



TRANSPORTATION - SOUTH COMMERCIAL AVENUE CORRIDOR PLAN - PHASE II COMMERCIAL AVENUE FROM 14TH TO 34TH

2023-2028 CFP



SUMMARY

PROJECT TITLE: South Commercial Avenue Corridor Plan - Phase II Commercial Avenue from 14th to 34th

DEPARTMENT: Public Works

BUDGET CODE: CFP-TRN-00009

JUSTIFICATION: The Complete Street Project is part of the city's South Commercial Avenue Corridor Plan, which aims to make the corridor safer for walking and biking as well as strengthen economic development between 11th and 34th streets.

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Revise and redevelop Commercial Avenue to have a more user friendly flow and atmosphere to facilitate ease of use and access of commercial and governmental entities.

RECOMMENDATION:

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - Phase II Commercial Avenue from 14th to ...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
South Commercial Avenue Corridor Plan -- Phase II Commercial Avenue from 14th to 34th	\$0	\$0	\$20,000,000	\$20,000,000	\$20,000,000	\$0
TOTAL	\$0	\$0	\$20,000,000	\$20,000,000	\$20,000,000	\$0

FUNDING SOURCES

Transportation - Phase II Commercial Avenue from 14th to ...

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$0	\$0	\$20,000,000	\$20,000,000	\$20,000,000	\$0
TOTAL	\$0	\$0	\$20,000,000	\$20,000,000	\$20,000,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - SOUTH MARCH POINT ROAD RECONSTRUCTION

2023-2028 CFP



SUMMARY

PROJECT TITLE: South March Point Road Reconstruction

DEPARTMENT: Public Works

BUDGET CODE: CFP-TRN-00013

JUSTIFICATION:

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Reconstruction of South March Point Road to enhance the high volume use road. Project will include 10-foot wide driving lanes, 5-foot bike path, 8-foot multi-modal use path, landscaping, water quality and RRFBs.

RECOMMENDATION:

The Swinomish Indian Tribal Community is constructing a rehab facility in the area that is changing the feel of the LM1 road design. In order to reduce speeds in this area, the roadway needs to feel different than an LM1 roadway.

PROJECT OBJECTIVES / STATUS:

The Swinomish Indian Nation will be applying for grants to put towards the project.

COST ESTIMATE

Transportation - South March Point Road Reconstruction

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$0	\$0	\$0	\$0	\$2,550,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$2,550,000	\$0

FUNDING SOURCES

Transportation - South March Point Road Reconstruction

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$0	\$0	\$0	\$0	\$2,550,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$2,550,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



TRANSPORTATION - SR 20 SPUR (OAKES AVE) SIDEWALK IMPROVEMENTS

2023-2028 CFP

SUMMARY

PROJECT TITLE: SR 20 Spur (Oakes Ave) Sidewalk Improvements
DEPARTMENT: Public Works
BUDGET CODE: CFP-TRN-00010
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Adding curb, gutter, and sidewalk on Oakes Avenue

RECOMMENDATION:

Needed capacity improvements to accommodate anticipated growth and maintain level of service, and implements Comp. Plan policy T-1.16 regarding providing adequate shoulders, safe bike lanes and sidewalks on this portion of roadway.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Transportation - SR 20 Spur (Oakes Ave) Sidewalk Improvem...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
SR 20 Spur (Oakes Ave) Sidewalk Improvements	\$0	\$0	\$0	\$1,000,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$1,000,000	\$0	\$0

FUNDING SOURCES

Transportation - SR 20 Spur (Oakes Ave) Sidewalk Improvem...

	2023	2024	2025	2026	2027	2028
390 Debt, Capital & Other	\$0	\$0	\$0	\$1,000,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$1,000,000	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - SYSTEM MAINTENANCE/INFLOW AND INFILTRATION REDUCTION

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sanitary Sewer Collection System: System Maintenance/Inflow and Infiltration Reduction

DEPARTMENT: Wastewater

BUDGET CODE: 440-750-535-83-31

JUSTIFICATION: Improves existing service

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

These are annual projects to repair or replace deteriorating components of the sewer collection system, to reduce inflow and infiltration of surface and ground water into the sanitary sewer, and to eliminate sewer overflows. Funds may also be used for bond payment for larger projects.

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT OBJECTIVES / STATUS:

This project objective is to repair and/or replace deteriorating components of the sewer collection system.

COST ESTIMATE

Wastewater System Inflow and Infiltration Reduction

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: System Maintenance/Inflow and Infiltration Reduction	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000

FUNDING SOURCES

Wastewater System - Inflow and Infiltration Reduction

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
TOTAL	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - NEW WASTEWATER TREATMENT PLANT OUTFALL

2023-2028 CFP



SUMMARY

PROJECT TITLE: New Wastewater Treatment Plant Outfall
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00015
JUSTIFICATION: Replace Old Outfall, Increase Capacity
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

Replace existing Outfall

PROJECT DESCRIPTION:

Relocate and replace existing outfall with a larger outfall that can handle increasing flow from the Wastewater Treatment Plant for the next 50 to 100 years.

PROJECT OBJECTIVES / STATUS:

Relocate and replace existing outfall

COST ESTIMATE

Wastewater - New Wastewater Treatment Plant Outfall

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
New Wastewater Treatment Plant Outfall	\$19,500,000	\$4,000,000	\$0	\$0	\$0	\$0
TOTAL	\$19,500,000	\$4,000,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - New Wastewater Treatment Plant Outfall

	2023	2024	2025	2026	2027	2028
333 Indirect Federal Grants	\$16,000,000	\$0	\$0	\$0	\$0	\$0
340 Charges For Goods & Services	\$3,500,000	\$4,000,000	\$0	\$0	\$0	\$0
TOTAL	\$19,500,000	\$4,000,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - SANITARY SEWER COLLECTION SYSTEM: PUMP STATION 16 UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sanitary Sewer Collection System: Pump Station 16 Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-535-83-31
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

Upgrade PS 16 to include a larger wetwell, full-time emergency power generator, and force main improvements.

PROJECT OBJECTIVES / STATUS:

This project would increase the size to accommodate generator and capacity improvements.

COST ESTIMATE

Wastewater System - Pump Station 16 Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: Pump Station 16 Upgrade	\$0	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System Pump Station 16 Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - PUMP STATION 3 UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sanitary Sewer Collection System: Pump Station 3 Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-535-81-31
JUSTIFICATION: Upgrade Pump Station
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Upgrade PS 3 to include a larger wetwell and pumps, upgrade electrical and emergency power to support new pumps.

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT OBJECTIVES / STATUS:

This project would upgrade current pump station to support new pumps.

COST ESTIMATE

Wastewater System - Pump Station 3 Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: Pump Station 3 Upgrade	\$50,000	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$500,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - Pump Station 3 Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$50,000	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$500,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - PUMP STATION 4 UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Pump Station 4 Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-760-594.35-62-CFP-SEW-00017
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

Upgrade Pump Station 4 to include a larger wet well and pumps, flow monitoring and upgrade electrical and emergency power to support new pumps.

PROJECT OBJECTIVES / STATUS:

With consideration to the Padilla Heights and Reservation Road sewer extension projects. Pump Station 4, which all of the sewer flow from the March Point area, will need a larger wet well and new pumps to increased capacity to accommodate the added flow.

COST ESTIMATE

Wastewater System - Pump Station 4 Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Pump Station 4 Upgrade	\$50,000	\$750,000	\$0	\$0	\$0	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$50,000	\$750,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - Pump Station 4 Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$50,000	\$750,000	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$750,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - PUMP STATION UPGRADES

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sanitary Sewer Collection System: Pump Station Upgrades
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-535-81-31
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

COST ESTIMATE

Wastewater System - Pump Station Upgrades

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: Pump Station Upgrades	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000
TOTAL	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000

PROJECT DESCRIPTION:

The City owns and operates 23 sanitary sewer pump stations. It is anticipated that any particular pump station will need work, such as pump, piping, or controls upgrades, on an approximate 20-year rotation. These are annual projects for such work.

PROJECT OBJECTIVES / STATUS:

Annual maintenance for 23 sanitary sewer pump stations.

FUNDING SOURCES

Wastewater System - Pump Station Upgrades

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000
TOTAL	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - RE-ROOF THE SOLIDS HANDLING BUILDING

2023-2028 CFP

SUMMARY

PROJECT TITLE: Wastewater System- Re-roof The Solids Handling Building
DEPARTMENT: Public Services
BUDGET CODE: CFP-GG-00013
JUSTIFICATION: Maintenance
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

This is the original roof installed in 1992 and is in fair condition and will need replaced in 2025. It will be replaced with a 50-Mil Duro Last PVC single ply roof membrane system.

RECCOMENDATION:

It will need replacing during the current 2022 - 2027 CFP.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Wastewater System- Re-roof The Solids Handling Building

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof The Solids Handling Building	\$0	\$0	\$0	\$40,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$40,000	\$0	\$0

FUNDING SOURCES

Wastewater System- Re-roof The Solids Handling Building

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$0	\$0	\$40,000	\$0	\$0
TOTAL	\$0	\$0	\$0	\$40,000	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - RE-ROOF THE WWTP SECONDARY BUILDING

2023-2028 CFP

SUMMARY

PROJECT TITLE: Wastewater System - Re-roof the WWTP Secondary Building
DEPARTMENT: Public Services
BUDGET CODE: CFP-GG-00012
JUSTIFICATION: Maintenance
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

This is the original roof installed in 1992 and is fair to poor condition and will need replacing. It will be replaced with a 50-Mil Duro Last PVC single ply roof membrane system.

RECOMMENDATION:

Roof is in poor condition and needs replacing.

PROJECT OBJECTIVES / STATUS:

COST ESTIMATE

Wastewater System - Re-roof the WWTP Secondary Building

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof the WWTP Secondary Building	\$0	\$0	\$50,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$50,000	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - Re-roof the WWTP Secondary Building

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$0	\$50,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$50,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



GEN GOV - RE-ROOF WWTP HEAD WORKS BUILDING

2023-2028 CFP

SUMMARY

PROJECT TITLE: Wastewater System - Re-roof WWTP Head Works Building
DEPARTMENT: Public Services
BUDGET CODE: CFP-GG-00011
JUSTIFICATION: Maintenance
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

This is the original roof installed in 1992 and is fair to poor condition and will need replacing. It will be replaced with a 50-Mil Duro Last PVC single ply roof membrane system.

RECOMENDATION:

PROJECT OBJECTIVES / STATUS:

Roof is starting to wear down.

COST ESTIMATE

Wastewater System - Re-roof WWTP Head Works Building

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof WWTP Head Works Building	\$0	\$0	\$30,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$30,000	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - Re-roof WWTP Head Works Building

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$0	\$30,000	\$0	\$0	\$0
TOTAL	\$0	\$0	\$30,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - RESERVATION ROAD, PADILLA HEIGHTS RD. AND SIMILK BAY ROAD SEWER EXTENSION

2023-2028 CFP



SUMMARY

PROJECT TITLE: Reservation Road, Padilla Heights Rd. and Similk Bay Road Sewer Extension
DEPARTMENT: Wastewater
BUDGET CODE: 440-760-594.35-63-CFP-SEW-00018
JUSTIFICATION: Extend existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

Extend the infrastructure of a gravity sewer collection system on Reservation Road and Similk Bay Road to convey the sewage to the existing collection system on March Point Rd.

PROJECT OBJECTIVES / STATUS:

This project would convey the sewage to the existing collection system on March Point Rd.

COST ESTIMATE

Wastewater System - Reservation, Padilla Heights . and Si...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Reservation Road, Padilla Heights Rd. and Similk Bay Road Sewer Extension	\$0	\$0	\$500,000	\$1,500,000	\$4,000,000	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$0	\$0	\$500,000	\$1,500,000	\$4,000,000	\$0

FUNDING SOURCES

Wastewater System - Reservation, Padilla Heights . and Si...

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$0	\$500,000	\$1,500,000	\$4,000,000	\$0
TOTAL	\$0	\$0	\$500,000	\$1,500,000	\$4,000,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - SANITARY SEWER COLLECTION SYSTEM: PUMP STATION 16 UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Pump Station 16 Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00012
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

Upgrade PS 16 to include a larger wetwell, full-time emergency power generator, and force main improvements.

PROJECT OBJECTIVES / STATUS:

Pump station 16 needs a comprehensive upgrade to meet reliability and logistical requirements.

COST ESTIMATE

Wastewater System - Pump Station 16 Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: Pump Station 16 Upgrade	\$0	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System Pump Station 16 Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - SANITARY SEWER COLLECTION SYSTEM: PUMP STATION 3 UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sanitary Sewer Collection System: Pump Station 3 Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00016
JUSTIFICATION: Upgrade existing pump station
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

Update pumpstation to increase flow and meet requirements

COST ESTIMATE

Wastewater System - Pump Station 3 Upgrade

PROJECT DESCRIPTION:

Upgrade PS 3 to include a larger wet well and pumps, upgrade electrical and emergency power to support new pumps.

PROJECT OBJECTIVES / STATUS:

Pump Station 3 is undersized for the volume of flow encountered during wet weather. Pump station 3 needs a comprehensive upgrade to meet reliability and logistical requirements.

2023 CFP

2024 CFP

2025 CFP

2026 CFP

2027 CFP

2028 CFP

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: Pump Station 3 Upgrade	\$50,000	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$500,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - Pump Station 3 Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$50,000	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$500,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - SANITARY SEWER COLLECTION SYSTEM: PUMP STATION UPGRADES

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sanitary Sewer Collection System: Pump Station Upgrades
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00002
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

The City owns and operates 23 sanitary sewer pump stations. It is anticipated that any particular pump station will need work, such as pump, piping, or controls upgrades, on an approximate 20-year rotation. These are annual projects for such work.

PROJECT OBJECTIVES / STATUS:

To upgrade aging pump stations

COST ESTIMATE

Wastewater System - Pump Station Upgrades

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: Pump Station Upgrades	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000
TOTAL	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000

FUNDING SOURCES

Wastewater System - Pump Station Upgrades

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000
TOTAL	\$252,000	\$260,000	\$270,000	\$280,000	\$290,000	\$300,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - SANITARY SEWER COLLECTION SYSTEM: SYSTEM MAINTENANCE/INFLOW AND INFILTRATION REDUCTION

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sanitary Sewer Collection System: System Maintenance/Inflow and Infiltration Reduction
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00001
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

COST ESTIMATE

PROJECT DESCRIPTION:

These are annual projects to repair or replace deteriorating components of the sewer collection system, to reduce inflow and infiltration of surface and ground water into the sanitary sewer, and to eliminate sewer overflows. Funds may also be used for bond payment for larger projects.

PROJECT OBJECTIVES / STATUS:

Repair or replace deteriorating components of the sewer collection system to reduce inflow and infiltration of surface and ground water into the sanitary sewer.

Wastewater System Inflow and Infiltration Reduction

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sanitary Sewer Collection System: System Maintenance/Inflow and Infiltration Reduction	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
TOTAL	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000

FUNDING SOURCES

Wastewater System - Inflow and Infiltration Reduction

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
TOTAL	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - SEWER LINE FROM LOVRICS TO 6TH ST

2023-2028 CFP



SUMMARY

PROJECT TITLE: Sewer Line from Lovrics to 6th Street
DEPARTMENT: Wastewater System
BUDGET CODE: 440-760-594.35-63-CFP-SEW-00019
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

Details TBD

PROJECT DESCRIPTION:

Sewer Line from Lovrics to 6th Street

PROJECT OBJECTIVES / STATUS:

Connect Service areas from Lovrics to 6th Street

COST ESTIMATE

Wastewater System - Sewer line from Lovrics to 6th St

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Sewer line from Lovrics to 6th St	\$0	\$0	\$0	\$0	\$9,000,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$9,000,000	\$0

FUNDING SOURCES

Wastewater System - Sewer line from Lovrics to 6th St

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$0	\$0	\$0	\$9,000,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$9,000,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - VARIOUS MAINTENANCE AND REPAIR PROJECTS

2023-2028 CFP



SUMMARY

PROJECT TITLE: Various Maintenance and Repair Projects
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-00013
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Ongoing maintenance and projects to keep our system working properly. These are budgetary amounts large enough to capture here for planning purposes.

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT OBJECTIVES / STATUS:

Keep system upgraded and working properly

COST ESTIMATE

Wastewater System - Various Maintenance and Repair Projects

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Various Maintenance and Repair Projects	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000
TOTAL	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000

FUNDING SOURCES

Wastewater System - Various Maintenance and Repair Projects

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000
TOTAL	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP SOLIDS HANDLING

2023-2028 CFP



SUMMARY

PROJECT TITLE: WWTP: Dewatering Facility/
Solids Handling
DEPARTMENT: Public Services
BUDGET CODE: 440-750-594.35-63-CFP-SEW-
00011
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Construct a new, or expand the existing, solids handling/dewatering facility at Operations to better accommodate septage sludge from the WWTP

RECOMENDATION:

Current facility is inadequate to take care of current septage and other solids dewatering requirements. A considerable amount of staff time is taken by current system as well as reintroducing difficult material to flat/slow sewer lines this causes other issues. Relocating the facility to the WWTP would likely require an indoor facility with substantial odor control due to the plant being located near the downtown area in a residential neighborhood. Further discussions and evaluation are required to determine the best location for the facility.

COST ESTIMATE

Wastewater System - WWTP Solids Handling

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP Solids Handling	\$200,000	\$500,000	\$500,000	\$500,000	\$5,000,000	\$15,000,000
TOTAL	\$200,000	\$500,000	\$500,000	\$500,000	\$5,000,000	\$15,000,000

FUNDING SOURCE



OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP: BASIN REHABILITATION

2023-2028 CFP



SUMMARY

PROJECT TITLE: WWTP Basin Rehabilitation
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-62-CFP-SEW-00008
JUSTIFICATION: Protect structures from further erosion
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Sandblast and coat the interior of basins to protect the concrete structures from further erosion. Coat the primary clarifiers, gravity thickeners, chlorine contact chambers, and secondary clarifiers.

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT OBJECTIVES / STATUS:

Protect structures from further erosion.

COST ESTIMATE

Wastewater System - WWTP: Basin Rehabilitation

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Basin Rehabilitation	\$400,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$400,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - WWTP: Basin Rehabilitation

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$400,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$400,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP: EFFLUENT PUMP STATION UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Effluent Pump Station Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-62-CFP-SEW-00006
JUSTIFICATION: Accept Increase Capacity Once New Outfall is Upgraded
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Upgrade effluent pump station to increase pumping capacity during high flow events. Upgrade the electrical service to the pumps, upsize the pumps, and improve the control system.

RELATIONSHIP TO STRATEGIC PLAN:

Upgrade is connected with the New Outfall project

PROJECT OBJECTIVES / STATUS:

This project would increase the capacity of the plants intake to coincide with the new outfall.

COST ESTIMATE

Wastewater System - WWTP: Effluent Pump Station Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Effluent Pump Station Upgrade	\$0	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System -WWTP: Effluent Pump Station Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$500,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$500,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP: INCINERATOR PREHEAT UNIT

2023-2028 CFP



SUMMARY

PROJECT TITLE: Incinerator Preheat Unit
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00009
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

Completely rebuild the incinerator preheat burner.

PROJECT OBJECTIVES / STATUS:

This is primarily a maintenance project to repair or replace worn original plant equipment. Switching fuel from diesel to natural gas will also be considered to increase efficiency.

COST ESTIMATE

Wastewater System - WWTP: Incinerator Preheat Unit

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Incinerator Preheat Unit	\$0	\$300,000	\$0	\$0	\$0	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$0	\$300,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - WWTP: Incinerator Preheat Unit

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$300,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$300,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP: INFLUENT PUMPING UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Influent Pumping Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00005
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

Sandblast and coat the interior of the influent pump room and inlet chambers. Evaluate the condition of the influent pumps and plan to replace both pumps.

PROJECT OBJECTIVES / STATUS:

General Maintenance and replacement of equipment installed when plant was built.

COST ESTIMATE

Wastewater System - WWTP: Influent Pumping Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Influent Pumping Upgrade	\$0	\$750,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - WWTP: Influent Pumping Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$750,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$750,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP: NUTRIENT REMOVAL EVALUATION AND UPGRADES

2023-2028 CFP



SUMMARY

PROJECT TITLE: Nutrient Removal Evaluation and Upgrades

DEPARTMENT: Wastewater

BUDGET CODE: 440-750-594.35-63-CFP-SEW-00007

JUSTIFICATION: Improves existing service

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Work with an engineering firm to determine how to best optimize the WWTP's existing process and equipment. Upgrade the plant to meet new effluent nutrient limits.

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT OBJECTIVES / STATUS:

The WWTP is subject to the new NPDES Puget Sound Nutrient General Permit (PSNGP). Potential future upgrades the process to meet the new permitted levels may range from 10-20 million.

COST ESTIMATE

Wastewater System - WWTP: Nutrient Removal Evaluation an...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Nutrient Removal Upgrade	\$20,000	\$50,000	\$50,000	\$0	\$0	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$20,000	\$50,000	\$50,000	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - WWTP: Nutrient Removal Evaluation an...

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$20,000	\$50,000	\$50,000	\$0	\$0	\$0
TOTAL	\$20,000	\$50,000	\$50,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

WASTEWATER SYSTEM - WWTP: REPLACE BAR SCREENS AND UPGRADE GRIT HANDLING SYSTEM

2023-2028 CFP



SUMMARY

PROJECT TITLE: Replace Bar Screens and upgrade grit handling system
 DEPARTMENT: Wastewater
 BUDGET CODE: 440-750-594.35-63-CFP-SEW-00004
 JUSTIFICATION: Improves existing service
 START DATE (FY): TBD
 END DATE (FY): TBD

PROJECT DESCRIPTION:

Remove existing mechanical bar screens and replace with new screens and equipment that meet current requirement for disposal in a sanitary landfill. New equipment will grind and wash screenings.

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT OBJECTIVES / STATUS:

Upgrade equipment to meet current requirements.

COST ESTIMATE

Wastewater System - Replace Bar Screens and upgrade grit...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Replace Bar Screens and upgrade grit handling system	\$50,000	\$1,250,000	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$1,250,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - WWTP: Replace Bar Screens & upgrade g...

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$50,000	\$1,250,000	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$1,250,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP: SEPTAGE HANDLING FACILITY UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Septage Handling Facility Upgrade
DEPARTMENT: Wastewater
BUDGET CODE: 440-750-594.35-63-CFP-SEW-00003
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RELATIONSHIP TO STRATEGIC PLAN:

PROJECT DESCRIPTION:

Install a prepackaged septage receiving system to remove rocks and rags from septage prior to entering septage tanks.

PROJECT OBJECTIVES / STATUS:

Rags and rocks create a significant problem in the septage tanks and associated plumbing. Rags plug the piping, valves and pump. Rocks settling in the bottom of the tanks and need to be removed using the vac truck.

COST ESTIMATE

Wastewater System - WWTP: Septage Handling Facility Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Septage Handling Facility Upgrade	\$250,000	\$0	\$0	\$0	\$0	\$0

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
TOTAL	\$250,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - WWTP: Septage Handling Facility Upgrade

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$250,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$250,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WASTEWATER SYSTEM - WWTP: SOLIDS HANDLING/DEWATERING FACILITY

2023-2028 CFP



SUMMARY

PROJECT TITLE: Wastewater System -
WWTP: Dewatering Facility/ Solids Handling
DEPARTMENT: Public Works
BUDGET CODE: 440-750-594.35-63-CFP-SEW-
00011
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Current facility is inadequate to take care of current septage and other solids dewatering requirements. A considerable amount of staff time is taken by current system as well as reintroducing difficult material to flat/slow sewer lines this causes other issues. Relocating the facility to the WWTP would likely require an indoor facility with substantial odor control due to the plant being located near the downtown area in a residential neighborhood. Further discussions and evaluation are required to determine the best location for the facility.

PROJECT DESCRIPTION:

Construct a new, or expand the existing, solids handling/dewatering facility at Operations to accommodate septage sludge from the WWTP

PROJECT OBJECTIVES / STATUS:

Moved forward from 2022 to 2023.

COST ESTIMATE

Wastewater System - WWTP: Solids Handling/Dewatering Faci...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
WWTP: Solids Handling/Dewatering Facility	\$500,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$500,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Wastewater System - WWTP: Solids Handling/Dewatering Faci...

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$500,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$500,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - OAK HARBOR: PASS LAKE 10-INCH WATERLINE REPAIR/REPLACE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Oak Harbor:
Pass Lake 10-inch Waterline Repair/Replace
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00010
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

This is an aging line that has been in the CFP for a long time, and repairs are necessary.

COST ESTIMATE

PROJECT DESCRIPTION:

Either repair by cured-in-place process, or replace, a portion of the existing 10-inch waterline between Pass Lake and the meter near Deception Pass bridge.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

Water System - Oak Harbor: Pass Lake 10-inch Waterline R...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Oak Harbor: Pass Lake 10-inch Waterline Repair/Replace	\$400,000	\$2,000,000	\$0	\$0	\$0	\$0
TOTAL	\$400,000	\$2,000,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Oak Harbor: Pass Lake 10-inch Waterline

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$400,000	\$2,000,000	\$0	\$0	\$0	\$0
TOTAL	\$400,000	\$2,000,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - RE-ROOF FIDALGO BAY ESTATES BOOSTER STATION

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Re-roof Fidalgo Bay Estates Booster Station
DEPARTMENT: Water System
BUDGET CODE: CFP-GG-00015
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

This is the original roof installed in 1990 and is in fair condition. It will need to be replaced in 2026. It will be replaced with a standing seam metal roof.

RECOMMENDATION:

It will need replacing during the current 2022 - 2027 CFP.

PROJECT OBJECTIVES / STATUS:

To protect water system infrastructure.

COST ESTIMATE

Water System- Re-roof Fidalgo Bay Estates Booster Station

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof Fidalgo Bay Estates Booster Station	\$0	\$0	\$0	\$0	\$5,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$5,000	\$0

FUNDING SOURCES

Water System- Re-roof Fidalgo Bay Estates Booster Station

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$0	\$0	\$0	\$5,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$5,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - RE-ROOF WTP A AVENUE BOOSTER STATION

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Re-roof WTP A Avenue Booster Station
DEPARTMENT: Public Works
BUDGET CODE: CFP-GG-00014
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

This is the original roof installed in 1989 and is in fair condition and will need replaced in 2026. It will be replaced with a standing seam metal roof.

RECOMMENDATION:

It will need replacing during the current 2023 - 2027 CFP.

PROJECT OBJECTIVES / STATUS:

Roof will need replacing in 2026.

COST ESTIMATE

Water System - Re-roof WTP A Ave Booster Station

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Re-roof WTP A Ave Booster Station	\$0	\$0	\$0	\$0	\$8,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$8,000	\$0

FUNDING SOURCES

Water System - Re-roof WTP A Ave Booster Station

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$0	\$0	\$0	\$0	\$8,000	\$0
TOTAL	\$0	\$0	\$0	\$0	\$8,000	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - RE-ROOF WTP BLUE HERON BOOSTER STATION ROOF

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Re-roof WTP
Blue Heron Booster Station Roof
DEPARTMENT: Water System
BUDGET CODE: CFP-GG-00009
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Roof was replaced in 2001 (asphalt shingles) and is now in poor condition and needs to be replaced. Roof will be re-placed with a standing metal seam metal roof.

RECOMMENDATION:

Roof is in bad shape, was last replaced in July 2001.

PROJECT OBJECTIVES / STATUS:

Protect vital water system infrastructure.

COST ESTIMATE

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FUNDING SOURCES

Water System- Re-roof WTP Blue Heron Booster Station Roof

	2023	2024	2025	2026	2027	2028
340 Charges For Goods & Services	\$35,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$35,000	\$0	\$0	\$0	\$0	\$0

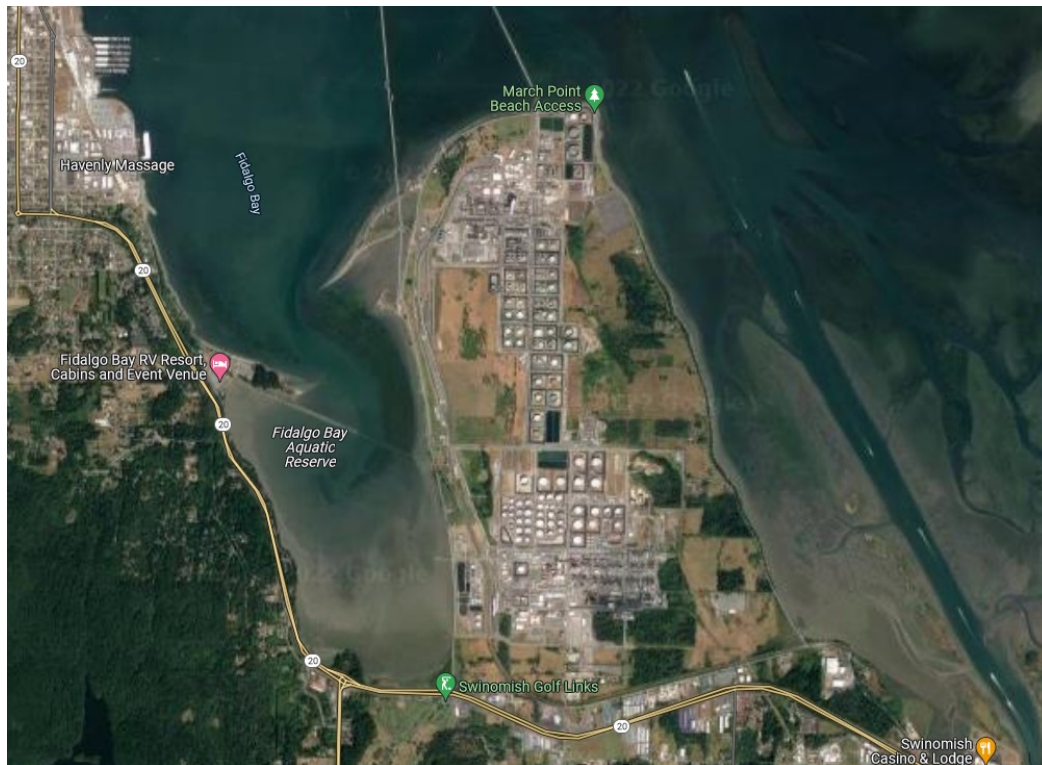
OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - REFINERY: WEST MARCH POINT ROAD WATERLINE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Refinery: West March Point Road Waterline
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00009
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Construct a 30-inch waterline from the 36-inch transmission line on Highway 20 at March Point Road, along March Point Road and West Texas Road, to the existing 24-inch waterline on West Texas Road at the Refinery meter sheds.

RECOMMENDATION:

Existing 24-inch line is aging. A new line would provide higher capacity and serve both refineries. Full cost would be paid by the refineries by an increase incorporated into the 3-year refinery rates.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

COST ESTIMATE

Water System - Refinery: West March Point Road Waterline

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Refinery: West March Point Road Waterline	\$420,000	\$1,790,000	\$0	\$0	\$0	\$0
TOTAL	\$420,000	\$1,790,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Refinery: West March Point Road Waterline

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$420,000	\$1,790,000	\$0	\$0	\$0	\$0
TOTAL	\$420,000	\$1,790,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - REGIONAL: CONSTRUCT STORAGE BUILDING

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Construct Storage Building
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00013
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Construct a new storage and maintenance shop building at the water treatment plant.

RECOMMENDATION:

Currently, equipment and spare parts are scattered throughout the water treatment plant. A centralized storage facility will allow for a more efficient operation of the plant as well as additional space for a larger inventory of spare parts. This facility will provide workspace to make repairs on aging equipment.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

COST ESTIMATE

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Construct Storage Building	\$60,000	\$320,000	\$0	\$0	\$0	\$0
TOTAL	\$60,000	\$320,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Regional: Construct Storage Building

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$60,000	\$320,000	\$0	\$0	\$0	\$0
TOTAL	\$60,000	\$320,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - REGIONAL: DECOMMISSION THE RETIRED WATER TREATMENT PLANT

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Decommission the Retired Water Treatment
Plant
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00016
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

The old plant continues to sit empty and unused. The City will continue working with the Department of Ecology to properly decommission the plant.

COST ESTIMATE

Water System - Regional: Decommission the Retired WTP

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Decommission the Retired WTP	\$12,500,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$12,500,000	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Decommission the retired water treatment plant.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

FUNDING SOURCES

Water System - Regional: Decommission the Retired WTP

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$12,500,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$12,500,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

WATER SYSTEM - REGIONAL: ELECTRICAL SWITCHING GEAR REPLACEMENT

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Electrical Switching Gear Replacement
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00018
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Electrical switching gear for the generators and other electrical components are beyond their predicted useful life and must be replaced.

RECOMMENDATION:

Electrical components must be replaced based on useful life and availability of spare parts, some of which are not being produced.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

COST ESTIMATE

Water System - Regional: Electrical switching gear replac...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Electrical switching gear replacement	\$625,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$625,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Regional: Electrical switching gear replac...

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$625,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$625,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - REGIONAL: HYDRO EXCAVATOR

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Hydro Excavator
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00022
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

A hydro excavator is excavation equipment that uses high-pressure water to move soil or debris while simultaneously vacuuming it out. For the last several years, the water crew has been borrowing the sewer jet truck from the street crew to hydro-excavate areas with heavily occupied underground utilities. In some cases, we can expose the water line to replace or repair with conventional equipment (I.E., backhoe), but with some, if not all, the new utilities required to be buried, this proves to be a challenge. This includes preventing cross-contamination of sewer and drinking water during main breaks, safety of the Team and public while excavating, and efficiencies of operations among many other issues, such as saving water during main breaks and improved response times.

RECOMMENDATION:

The use of hydro-excavators has become the industry standards to repairing water breaks and leaks due to the safety of water customers, employees, and the public.

PROJECT OBJECTIVES / STATUS:

272-hours of hydro-excavator rental and use from other departments have been documented in 2020 and 2021. Cross-contamination between sewer and water is an elevated risk. Increase in water main breaks has increased risk exposure to claims.

COST ESTIMATE

Water System - Regional: Hydro Excavator

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Retail: Hydro Excavator	\$650,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$650,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Regional: Hydro Excavator

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$650,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$650,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - REGIONAL: PHASE 4 & 5 WTP CONTROLS RELIABILITY

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Phase 4 & 5 WTP Controls Reliability
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00017
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Project replaces the controls to pumps and motors at the Water Plant. During power outages and plant shutdowns, key equipment may become inoperable due to the controls hardware.

RECOMMENDATION:

This project will greatly improve the resiliency of the water treatment plant to operate at times of emergency.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

COST ESTIMATE

Water System - Regional: Phase 4 & 5 WTP Controls Reliability...

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Phase 4 & 5 WTP Controls Reliability	\$350,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$350,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Regional: Phase 4 & 5 WTP Controls Reliabi...

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$350,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$350,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - REGIONAL: REPAIR 36-INCH TRANSMISSION LINE NEAR SWINOMISH SLOUGH

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Repair 36-inch Transmission Line near
Swinomish Slough
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00015
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Repair the internal coating on the transmission line.

RECOMMENDATION:

If not repaired, line will continue to degrade, causing future premature failures.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

COST ESTIMATE

Water System - Regional: Repair 36-inch Transmission Line

2023 CFP

2024 CFP

2025 CFP

2026 CFP

2027 CFP

2028 CFP

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Repair 36-inch Transmission Line near Swinomish Slough	\$0	\$115,000	\$450,000	\$0	\$0	\$0
TOTAL	\$0	\$115,000	\$450,000	\$0	\$0	\$0

FUNDING SOURCES

Water System - Regional: Repair 36-inch Transmission Line...

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$0	\$115,000	\$450,000	\$0	\$0	\$0
TOTAL	\$0	\$115,000	\$450,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

WATER SYSTEM - REGIONAL: SERVICE VEHICLE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Service Vehicle
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00012
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

The purchase of a new vehicle will improve customer service and productivity.

COST ESTIMATE

PROJECT DESCRIPTION:

The Water Treatment Plant recently added two additional positions, bringing the staffing up to 14. There are currently two service vehicles allotted for servicing and maintaining eight booster stations, four reservoirs and an Intake station.

PROJECT OBJECTIVES / STATUS:

This vehicle will help improve reliability of service.

Water System - Regional: Service Vehicle

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Service Vehicle	\$50,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Regional: Service Vehicle

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$50,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

WATER SYSTEM - VARIOUS EQUIPMENT REPLACEMENTS

2023-2028 CFP

SUMMARY

PROJECT TITLE: Water System - Various Maintenance and Repair Projects
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00020
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Maintenance and repair projects to keep our system working properly

COST ESTIMATE

Water System - Various Maintenance and Repair Projects

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Various Maintenance and Repair Projects	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000
TOTAL	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000

PROJECT DESCRIPTION:

Ongoing maintenance and repair projects to keep our system working properly. Aging equipment at the water plant replacements of obsolete and of manufacturer unsupported equipment. These are budgetary amounts large enough to capture here for planning purposes.

PROJECT OBJECTIVES / STATUS:

Keep water system working properly.

FUNDING SOURCES

Water System - Various Maintenance and Repair Projects

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000
TOTAL	\$350,000	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



Write a caption to provide helpful context and explanation for images, graphs and embedded content.



WATER SYSTEM - REGIONAL: WATER SYSTEM PLAN UPDATE

2023-2028 CFP

STATE OF WASHINGTON
Public Water System
Operating Permit

The Department of Health Office of Drinking Water issues a permit to operate:
ANACORTES CITY OF (ID# 02200 C)

to owner: ANACORTES, CITY OF County: SKAGIT

ANACORTES, CITY OF
PO Box 547
Anacortes, WA 98221

This Permit is valid through: 31 May 2023

PERMIT CATEGORY: **** Green ****

The permit category may be modified or the permit revoked subject to water system compliance with applicable State of Washington drinking water rules and regulations and the following statements.

The system operating permit color category is based on information on file with the Department at the time this permit was printed.

System is substantially in compliance with applicable drinking water requirements



DOH 331-030(11/08) Report Date: 10/20/2022

SUMMARY

PROJECT TITLE: Water System - Regional:
Water System Plan Update
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00013
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Update the City's Water System Plan.

RECOMMENDATION:

Department of Health requirement to update Water System Plan, currently every 10 years.

PROJECT OBJECTIVES / STATUS:

This project is currently in process.

COST ESTIMATE

Regional: Water System Plan Update

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Water System Plan Update	\$152,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$152,000	\$0	\$0	\$0	\$0	\$0

FUNDING SOURCES

Regional: Water System Plan Update

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$152,000	\$0	\$0	\$0	\$0	\$0
TOTAL	\$152,000	\$0	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - REGIONAL: WATER SYSTEM SECURITY

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Regional:
Water System Security
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00021
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

In 2020, the City of Anacortes conducted a risk assessment on the major components of the water delivery system. The delivery system is divided into four broad categories: water treatment and purification, large wholesale distribution, water storage, and small commercial and residential distribution. A myriad of natural and malevolent acts can impact or cripple each component of the system in different ways. The risk assessment included the assessment of natural hazards identified in the Skagit County 2020 Natural Hazard Mitigation plan, and the evaluation of risks from malevolent acts on facilities such as active shooter, arson fire, and malware or ransomware attacks on the City's information technology systems.

RECOMMENDATION:

Response to risk assessment

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project

COST ESTIMATE

Water System - Regional: Water System Security

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Regional: Water System Security	\$650,000	\$650,000	\$0	\$0	\$0	\$0
TOTAL	\$650,000	\$650,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Regional: Water System Security

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$650,000	\$650,000	\$0	\$0	\$0	\$0
TOTAL	\$650,000	\$650,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - RETAIL: ADVANCED METERING INFRASTRUCTURE (AMI) WATER METERS

2023-2028 CFP

How AMI works

An advanced metering system uses a wireless network to provide detailed data that is easily accessible online by customers and staff.

Advanced water meters transmit hourly water use data over a wireless network.



City staff can access data and more detailed reports about water use in the City.



Customers can access data from the web portal.



SUMMARY

PROJECT TITLE: Water System - Retail: Advanced Metering Infrastructure (AMI) Water Meters

DEPARTMENT: Public Works

BUDGET CODE: CFP-WTR-00023

JUSTIFICATION: Improves reliability of service

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Advanced water meter reading technology that provides on demand information to customers of their water usage on a hourly, daily or monthly basis through an online portal.

RECOMMENDATION:

AMIs provide more information to the customer to manage consumption, cost and other issues concerning service and usage; and provide higher reliability, more accurate billing and better quality of water delivery, while keeping utility costs at reasonable levels.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project

COST ESTIMATE

Water System - Retail: Advanced Metering Infrastructure (...)

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Retail: Advanced Metering Infrastructure (AMI) WTR Meters	\$500,000	\$500,000	\$500,000	\$0	\$0	\$0
TOTAL	\$500,000	\$500,000	\$500,000	\$0	\$0	\$0

FUNDING SOURCES

Water System - Retail: Advanced Metering Infrastructure (...

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$500,000	\$500,000	\$500,000	\$0	\$0	\$0
TOTAL	\$500,000	\$500,000	\$500,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - RETAIL: BLUE HERON PUMP STATION UPGRADE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Retail: Blue Heron Pump Station Upgrade
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00007
JUSTIFICATION: Improves existing service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

The project involves upgrading the aging pump station to improve the system flow and operability of the Skyline Reservoir during periods of high demand as well as provide adequate source for the Anacortes system. Project will start with the evaluation of current capacity to serve to establish scope of project.

RELATIONSHIP TO STRATEGIC PLAN:

Replacing aging infrastructure to prevent failure and upgrading water system to meet increasing demand.

PROJECT OBJECTIVES / STATUS:

This project would significantly improve the retail water system to provide a sufficient amount of water to the entire retail water system

COST ESTIMATE

Water System - Retail: Blue Heron Pump Station Upgrade

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Retail: Blue Heron Pump Station Upgrade	\$75,000	\$825,000	\$0	\$0	\$0	\$0
TOTAL	\$75,000	\$825,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Retail: Blue Heron Pump Station Upgrade

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$75,000	\$825,000	\$0	\$0	\$0	\$0
TOTAL	\$75,000	\$825,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

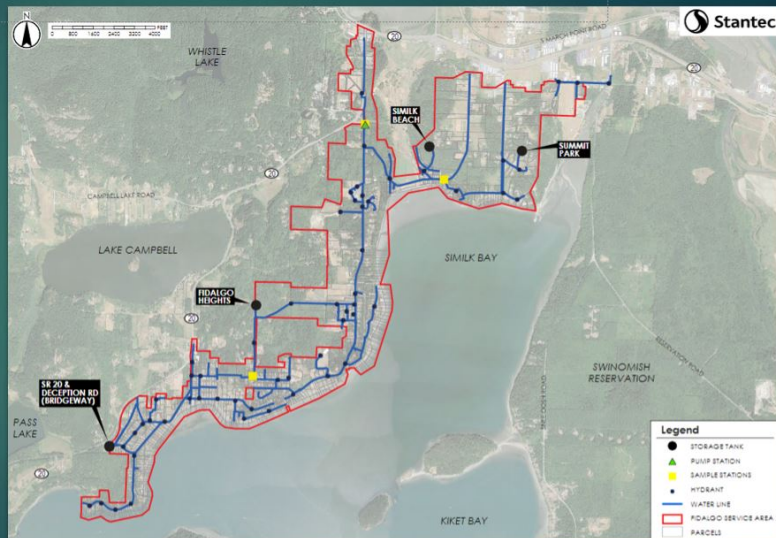
Operating impacts to be determined in the future.

WATER SYSTEM - RETAIL: FIDALGO ISLAND WATER SERVICE (FIWS) AREA TELEMETRY

2023-2028 CFP

Fidalgo Island Water System (FIWS) Transfer Agreement

CITY OF ANACORTES
PUBLIC WORKS



Brian McDaniel Water System Manager

SUMMARY

PROJECT TITLE: Water System - Retail: Fidalgo Island Water Service (FIWS) Area Telemetry
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00024
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

PROJECT DESCRIPTION:

Install telemetry to newly acquired service area. This improvement will allow the water plant to control and monitor this section of the distribution system. This includes controls upgrade at WTP control room.

RECOMMENDATION:

Reservoirs, control valves will be connected to the existing WTP Supervisory Control and Data Acquisition (SCADA) system to control water system components. This work must be completed prior to transfer of PUD service area to the City.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project

COST ESTIMATE

Water System - Retail: Fidalgo Island Water Service (FIWS)

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Retail: Fidalgo Island Water Service (FIWS) area Telemetry	\$309,000	\$24,500	\$0	\$0	\$0	\$0
TOTAL	\$309,000	\$24,500	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Retail: Fidalgo Island Water Service (FIWS...

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$309,000	\$24,500	\$0	\$0	\$0	\$0
TOTAL	\$309,000	\$24,500	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - RETAIL: PIPELINE REPLACEMENTS

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Retail: Pipeline Replacements
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00001
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Standard replacement policy to prevent infrastructure failure and save costs on repairs

COST ESTIMATE

Water System - Retail: Pipeline Replacements

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Retail: Pipeline Replacements 2023	\$1,620,000	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280
TOTAL	\$1,620,000	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280

PROJECT DESCRIPTION:

Annual projects to replace aging distribution lines, focusing primarily on pipe sections with known history of failure, as well as asbestos-cement pipe.

PROJECT OBJECTIVES / STATUS:

No change: continuation of annual replacement program.

FUNDING SOURCES

Water System - Retail: Pipeline Replacements

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$1,620,000	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280
TOTAL	\$1,620,000	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280

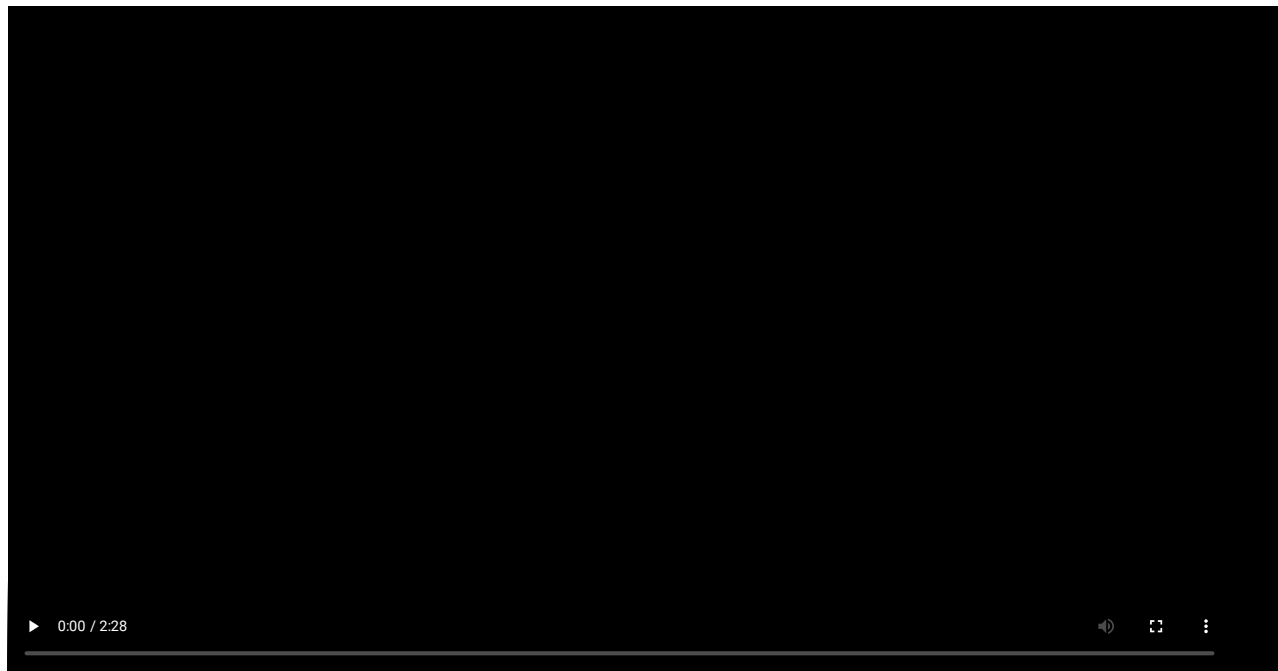
OPERATING IMPACTS

Operating impacts to be determined in the future.



WASHINGTON WATER SYSTEM - RETAIL: RESERVOIR INTERNAL MAINTENANCE

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Retail:
Reservoir Internal Maintenance
DEPARTMENT: Public Works
BUDGET CODE: CFP-WTR-00008
JUSTIFICATION: Improves reliability of service
START DATE (FY): TBD
END DATE (FY): TBD

RECOMMENDATION:

Both reservoirs are being considered at the same time as there may be economies of scale.

COST ESTIMATE

PROJECT DESCRIPTION:

Perform extensive maintenance and upgrade work, including re-coating of interior and exterior surfaces, seal welding top plates, structural repair, seismic updating, and security at the 29th St and Skyline Reservoirs. Funding reflects conducting extensive evaluations for construction alternatives.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project

Water System - Retail: Reservoir Internal Maintenance

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Retail: Reservoir Internal Maintenance	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0	\$0
TOTAL	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0	\$0

FUNDING SOURCES

Water System - Retail: Reservoir Internal Maintenance

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0	\$0
TOTAL	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.

WATER SYSTEM - WATER MODEL

2023-2028 CFP

Bentley
Advancing Infrastructure

CONNECT Edition



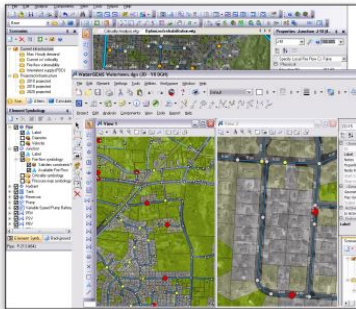
OpenFlows™ WaterGEMS®
Water Distribution Modeling and Management

OpenFlows WaterGEMS is a hydraulic modeling application for water distribution systems with advanced interoperability, geospatial model building, optimization, and asset management capabilities. From fire flow and water quality analyses to energy consumption and capital cost management, OpenFlows WaterGEMS provides an easy-to-use environment for engineers to analyze, design, and optimize water distribution systems. WaterGEMS takes advantage of Bentley CONNECT services by associating a hydraulic model with a CONNECT project.

Superior Interoperability

With OpenFlows WaterGEMS, you can work across CAD, GIS, and stand-alone platforms while accessing a single, shared project data source. The application gives you the choice of modeling from within three interoperable platforms:

- Windows for ease of use, accessibility, and performance.
- ArcGIS for GIS integration, thematic mapping, and publishing.



SUMMARY

PROJECT TITLE: Water System - Water Model
 DEPARTMENT: Public Works
 BUDGET CODE: CFP-WTR-00025
 JUSTIFICATION: Improves reliability of service
 START DATE (FY): TBD
 END DATE (FY): TBD

RECOMMENDATION:

Necessary to know how the water system changes to ensure efficient water capacity, quality, and fire-flow.

COST ESTIMATE

Water System - Water Model

PROJECT DESCRIPTION:

A computerized hydraulic computer model to show how the hydraulics of the water system changes as infrastructure is added, taken away, reconfigured, etc.

PROJECT OBJECTIVES / STATUS:

No change: extension of planned project.

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Water Model	\$65,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000
TOTAL	\$65,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000

FUNDING SOURCES

Water System - Water Model

	2023	2024	2025	2026	2027	2028
370 Proprietary Funds Revenues	\$65,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000
TOTAL	\$65,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000

OPERATING IMPACTS

Operating impacts to be determined in the future.



WATER SYSTEM - WHISTLE LAKE DAM PROJECT

2023-2028 CFP



SUMMARY

PROJECT TITLE: Water System - Whistle Lake Dam Project

DEPARTMENT: Public Works

BUDGET CODE: CFP-WTR-00019

JUSTIFICATION: Need for dam safety evaluation

START DATE (FY): TBD

END DATE (FY): TBD

PROJECT DESCRIPTION:

Evaluate the condition of Whistle Lake Dam and prepare a dam safety evaluation and a hazard mitigation plan.

RECOMMENDATION:

The City has applied for a dam safety grant to evaluate Whistle Lake Dam and prepare a dam safety evaluation and a hazard mitigation plan.

PROJECT OBJECTIVES / STATUS:

Moved from 2022 to 2024 to match grant timeline.

COST ESTIMATE

Water System - Whistle Lake Dam Project

	2023 CFP	2024 CFP	2025 CFP	2026 CFP	2027 CFP	2028 CFP
Whistle Lake Dam Project	\$0	\$240,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$240,000	\$0	\$0	\$0	\$0

FUNDING SOURCES

Water System - Whistle Lake Dam Project

	2023	2024	2025	2026	2027	2028
337 Interlocal Grants, Entitlements & Other	\$0	\$140,000	\$0	\$0	\$0	\$0
370 Proprietary Funds Revenues	\$0	\$100,000	\$0	\$0	\$0	\$0
TOTAL	\$0	\$240,000	\$0	\$0	\$0	\$0

OPERATING IMPACTS

Operating impacts to be determined in the future.



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 7.b.

Agenda Item Title: Ordinance 4034: 2023 Budget

Staff Contact(s): STEVE HOGLUND

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
GREG FRANCIOCH	Public Hearing
STEVE HOGLUND	

Item Summary: The public hearing for the 2023 budget was opened on November 7, for public comment on the City's proposed fiscal year 2023 \$129M operating budget.

Budget Impact:
\$129,807,503 across 19 funds.

Previous Action: [October 3](#) public hearing on Revenues, Council review on [October 17](#), [October 24](#), public hearing on [November 7](#), continued public hearing and discussion on [November 14](#).

Recommended Motion: I make a motion to approve ordinance 4034 adopting the 2023 operating budget.

Alternative Actions: Do not approve direct staff as to next steps.

Attachments (listed in order presented):

1. Ord 4034 Budget 2023
2. 2023 Budget Operating and Capital SH edits 11.21.22

ORDINANCE NO. 4034

AN ORDINANCE ADOPTING THE BUDGET FOR ALL MUNICIPAL PURPOSES
AND USES FOR THE YEAR 2023

Section 1. The 2023 Budget for the City of Anacortes, Washington as established by the City Council and made available for distribution to the general public through the office of the City Clerk-Treasurer, is hereby adopted by reference.

Section 2. The total estimated revenues and appropriations for each budgeted fund and the aggregate total for all such funds combined is itemized below. Estimated revenues and expenditures include overhead accruals to the General fund from the utility funds as authorized by state law. As the City of Anacortes utilizes the Mayor in a fulltime capacity overseeing all funds including the utility funds, such accruals provide for inclusion of the Mayor's office to recover associated costs. All revenues and expenditures for all budgeted funds are summarized and set forth as follows:

Fund		2023 Revenues/ Expenditures
001	GENERAL FUND	28,722,361
101	PARKS & RECREATION FUND	2,384,451
102	GRANDVIEW CEMETERY FUND	272,776
103	PUBLIC LIBRARY FUND	1,758,064
104	STREET MAINTENANCE FUND	3,973,282
105	ARTERIAL STREET CONSTRUCTION	6,582,350
107	WASHINGTON PARK FUND	267,233
108	PARKS CAPITAL IMPROVEMENT	1,615,000
109	AFFORDABLE HOUSING	695,459
110	AMBULANCE SERVICE FUND	5,727,017
112	DEVELOPMENT IMPACT FEE	784,077
113	ACFL MANAGEMENT FUND	43,637
135	TOURISM FUND	504,610
335	REET	1,730,500
401	WATER FUND	32,206,193
440	SEWER FUND	32,860,687
445	STORM DRAINAGE FUND	1,652,869
450	SANITATION FUND	4,886,280
501	EQUIPMENT RENTAL FUND	3,140,655
	Total	129,807,500

Section 3. The City Clerk-Treasurer of the City of Anacortes is hereby authorized to transmit a complete copy of the final budget, as herein above adopted by reference, to the Division of Municipal Corporations in the Office of the State Auditor, to the Association of Washington Cities, and to the Municipal Research & Services Center of Washington.

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 21st day of November 2022

CITY OF ANACORTES, WASHINGTON

By: _____
Matt Miller, Mayor

ATTEST

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM

Darcy J. Swetnam, WSBA # 40530
City Attorney

Fund	Department Name	Division Name	Type	Account Code	Account Name	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	Details	Description
001	Legislative	Official Publication Services	E	41	Professional Services	21,069	44,459	40,000	414	40,000		A-Town publication
001	Legislative	Official Publication Services	E	42	Communication	2,319	3,004	3,000	1,847	3,000		Publishing ordinances
001	Legislative	Legislative Activities	E	10	Salaries & Wages	119,726	119,997	119,375	76,073	125,801		
001	Legislative	Legislative Activities	E	20	Personnel Benefits	15,360	15,323	15,252	10,897	25,458		
001	Legislative	Legislative Activities	E	31	Office & Operating Supplies	3,752	2,652	2,000	640	2,000		Misc supplies for Clerk's office
001	Legislative	Legislative Activities	E	40	Interfund Services	12,241	11,253	18,845	10,993	24,456		
001	Legislative	Legislative Activities	E	41	Professional Services	20,545	28,367	15,000	15,633	57,896		
001	Legislative	Legislative Activities	E	41	Professional Services						16,981	SCOG Dues
001	Legislative	Legislative Activities	E	41	Professional Services						14,915	AWC Dues
001	Legislative	Legislative Activities	E	41	Professional Services						26,000	Ballot cost for Levy Lid Lift
001	Legislative	Legislative Activities	E	42	Communication	1,438	826	1,200	141	1,200		Postage
001	Legislative	Legislative Activities	E	43	Travel & Training	819	605	1,000	912	3,000		Council member training
001	Legislative	Legislative Activities	E	44	Taxes & Operating Assessments	-	-	-	-	-		
001	Legislative	Information Services	E	10	Salaries & Wages	49,334	50,422	37,302	24,480	40,084		
001	Legislative	Information Services	E	20	Personnel Benefits	11,727	17,110	11,148	10,009	13,211		
001	Legislative	Information Services	E	31	Office & Operating Supplies	26,171	-	5,000	363	1,000		Clerk communications (Internet streaming, Channel 10, YouTube)
001	Legislative	Information Services	E	44	Taxes & Operating Assessments	-	-	-	-	-		
						284,503	294,018	269,122	152,402	337,107		
001	Executive	Executive Office	E	10	Salaries & Wages	139,983	148,300	141,359	87,462	155,987		
001	Executive	Executive Office	E	20	Personnel Benefits	42,307	43,088	45,132	26,616	44,302		
001	Executive	Executive Office	E	31	Office & Operating Supplies	1,844	2,142	1,700	1,516	2,000		Typical office supplies to support Mayor's office
001	Executive	Executive Office	E	40	Interfund Services	8,310	9,207	18,231	10,635	19,193		
001	Executive	Executive Office	E	41	Professional Services	736	150	1,500	3,585	3,000		Consultants for retreats
001	Executive	Executive Office	E	42	Communication	1,047	1,289	1,200	551	1,200		
001	Executive	Executive Office	E	43	Travel & Training	1,439	1,709	2,000	5,661	3,000		AWC, Legislative, and other conferences
001	Executive	Executive Office	E	44	Taxes & Operating Assessments	-	-	-	-	-		
						195,666	205,885	211,122	136,025	228,682		
001	Judicial	Municipal Court	E	10	Salaries & Wages	195,812	205,188	208,873	129,307	236,584		
001	Judicial	Municipal Court	E	20	Personnel Benefits	93,662	96,463	96,224	57,570	103,991		
001	Judicial	Municipal Court	E	31	Office & Operating Supplies	1,952	3,023	2,100	1,538	2,000		Court Forms
001	Judicial	Municipal Court	E	40	Interfund Services	25,190	21,482	30,794	17,963	31,177		
001	Judicial	Municipal Court	E	41	Professional Services	115,995	122,730	153,025	90,787	161,264		
001	Judicial	Municipal Court	E	41	Professional Services						5,000	Indigent Screening
001	Judicial	Municipal Court	E	41	Professional Services						2,000	Interpreter Services
												Probation Services through an Interlocal Cooperative Agreement with
001	Judicial	Municipal Court	E	41	Professional Services						45,000	Skagit County.
001	Judicial	Municipal Court	E	41	Professional Services						90,264	Judicial Services
												Community Court through an Interlocal Cooperative Agreement with
001	Judicial	Municipal Court	E	41	Professional Services						7,800	Skagit County
001	Judicial	Municipal Court	E	41	Professional Services						200	Zoom for Court Proceedings
001	Judicial	Municipal Court	E	41	Professional Services						2,700	AV Capture
001	Judicial	Municipal Court	E	41	Professional Services						7,800	Pacific Security- Courtroom Security
001	Judicial	Municipal Court	E	41	Professional Services						500	Jury and Witness Fees
001	Judicial	Municipal Court	E	42	Communication	2,920	4,766	6,000	1,709	5,000		Postage and 1 Cell Phone
001	Judicial	Municipal Court	E	43	Travel & Training	800	705	3,000	150	3,000		3 employees @ \$1000; DMCMA Membership
001	Judicial	Municipal Court	E	44	Taxes & Operating Assessments	-	-	-	-	-		
001	Judicial	Financial Services	E	49	Miscellaneous	567	(900)	-	(385)	-		
001	Judicial	Adult Misdemeanor	E	10	Salaries & Wages	189,340	193,879	194,077	121,100	217,720		
001	Judicial	Adult Misdemeanor	E	20	Personnel Benefits	79,887	80,412	79,019	48,205	72,761		
001	Judicial	Adult Misdemeanor	E	31	Office & Operating Supplies	338	266	500	369	600		
001	Judicial	Adult Misdemeanor	E	40	Interfund Services	6,304	5,115	9,213	5,375	9,992		

001	Judicial	Adult Misdemeanor	E	41	Professional Services	8,055	18,125	25,000	9,051	25,000	Conflict Attorneys (\$75/hr), Overflow cases, Investigators (\$55/hr) Postage and Cell Phone WA State Bar Dues, Professional Association Bar Dues, Continuing Legal Education, Law Library Maintenance
001	Judicial	Adult Misdemeanor	E	42	Communication	482	407	750	6	750	
001	Judicial	Adult Misdemeanor	E	43	Travel & Training	1,814	1,197	2,700	917	2,700	
001	Judicial	Adult Misdemeanor	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						723,118	752,857	811,276	483,663	872,539	
001	Finance Department	Financial Services	E	10	Salaries & Wages	431,075	456,470	454,691	284,628	530,437	Includes City Hall paper, envelopes, as well as Finance office supplies
001	Finance Department	Financial Services	E	20	Personnel Benefits	190,724	193,387	194,461	117,443	201,176	
001	Finance Department	Financial Services	E	31	Office & Operating Supplies	12,313	12,970	15,000	5,677	15,000	
001	Finance Department	Financial Services	E	40	Interfund Services	33,305	27,620	50,423	29,413	46,373	
											Primarily State Audit fees, with the additional federal grants there are additional audit costs (40-50 hours per federal program), 2023 we have at least 2 programs audited. Additionally SAO fees are increasing from 116 to 128/hour in 2023.
001	Finance Department	Financial Services	E	41	Professional Services	39,326	56,648	45,000	41,112	58,000	Includes City Hall main phone lines, SIP trunks, and mailing machine fees. In 2022 the national GFOA conference is within driving distance in Portland, in addition to the typical 2 staff to WPTA and WFOA conferences, as well as other CPE requirements.
001	Finance Department	Financial Services	E	42	Communication	14,785	19,946	15,000	6,170	15,000	
001	Finance Department	Financial Services	E	43	Travel & Training	870	1,289	3,500	4,721	4,500	
001	Finance Department	Financial Services	E	44	Taxes & Operating Assessments	126	(1,227)	200	(267)	-	
						722,525	767,104	778,275	488,897	870,486	
001	Information Systems	Information Technology Servic	E	10	Salaries & Wages	350,648	442,997	518,990	299,047	584,072	General IT Supplies.
001	Information Systems	Information Technology Servic	E	20	Personnel Benefits	152,011	187,171	221,691	127,787	225,680	
001	Information Systems	Information Technology Servic	E	31	Office & Operating Supplies	1,479	6,152	8,000	3,842	8,000	
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment	406,352	128,318	428,139	346,125	103,678	38,176 Desktop Computers 10,870 Laptops 13,748 Tablets 1,332 LED Monitors 8,643 Multifunction Machines (Copiers) 1,560 Scanner with capability to scan negatives 12,501 Workstations 652 LED TV 10,870 Server SAS Drives 2,826 AIO - SCADA Computers 2,500 Firewall for AFD3 -
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	35	Small Tools & Minor Equipment						
001	Information Systems	Information Technology Servic	E	40	Interfund Services	5,857	5,557	6,788	3,960	5,135	
001	Information Systems	Information Technology Servic	E	41	Professional Services	411,634	380,880	550,000	307,050	553,080	ABP Tech: Pure Access Cloud
001	Information Systems	Information Technology Servic	E	41	Professional Services					1,631	
001	Information Systems	Information Technology Servic	E	41	Professional Services					82	ACCIS Membership
001	Information Systems	Information Technology Servic	E	41	Professional Services						AllPhase: Mitel Connect
001	Information Systems	Information Technology Servic	E	41	Professional Services					10,870	ArchiveSocial: Social Media Archive
001	Information Systems	Information Technology Servic	E	41	Professional Services					5,979	WatchGuard UTM
001	Information Systems	Information Technology Servic	E	41	Professional Services					3,805	Laserfiche, includes 24,150 for 20 add'l licenses for Court/PD; and 7,400
001	Information Systems	Information Technology Servic	E	41	Professional Services					71,769	for add'l implementation support

001	Information Systems	Information Technology Servic E	41	Professional Services						6,739	Civic Plus: City Website and Intranet
001	Information Systems	Information Technology Servic E	41	Professional Services						5,435	Comcast: Backup Internet Service
001	Information Systems	Information Technology Servic E	41	Professional Services						39,132	Critical Insight: Managed Detection & Response Service
001	Information Systems	Information Technology Servic E	41	Professional Services						7,066	FireEye: Web Filter
001	Information Systems	Information Technology Servic E	41	Professional Services						13,044	G12: SIP Trunks for VOIP
001	Information Systems	Information Technology Servic E	41	Professional Services						29,349	Barracuda Essentials
001	Information Systems	Information Technology Servic E	41	Professional Services						4,892	KnowBe4: Security Awareness Staff Training
001	Information Systems	Information Technology Servic E	41	Professional Services						2,935	Lansweeper: Help Desk, Software and Hardware Inventory
001	Information Systems	Information Technology Servic E	41	Professional Services						413	Rise Vision Software
001	Information Systems	Information Technology Servic E	41	Professional Services						6,522	Duo Security: Multi-factor Authentication
001	Information Systems	Information Technology Servic E	41	Professional Services						13,044	Microsoft Azure: Disaster and Recovery
001	Information Systems	Information Technology Servic E	41	Professional Services						13,044	Adobe Products Subscription
001	Information Systems	Information Technology Servic E	41	Professional Services						115,222	Microsoft Windows & Office 365
001	Information Systems	Information Technology Servic E	41	Professional Services						19,566	Smash: Text Archiving
001	Information Systems	Information Technology Servic E	41	Professional Services						16,305	Exchange Server Migration
001	Information Systems	Information Technology Servic E	41	Professional Services						2,935	TeamViewer
001	Information Systems	Information Technology Servic E	41	Professional Services						19,566	Sophos
001	Information Systems	Information Technology Servic E	41	Professional Services						92,395	Eden & Tyler Cashiering
001	Information Systems	Information Technology Servic E	41	Professional Services						1,000	Misc items such as SSL certificates, domain name fees, etc.
001	Information Systems	Information Technology Servic E	41	Professional Services						8,000	LastPass: Password Manager for 100 employees
001	Information Systems	Information Technology Servic E	41	Professional Services						42,343	OpenGov: Budgeting Software
001	Information Systems	Information Technology Servic E	42	Communication	8,878	9,719	4,200	5,478	5,600		7 cell phones with hot spots
001	Information Systems	Information Technology Servic E	43	Travel & Training	267	4,495	10,500	5,168	10,500		\$1500 training X 7 employees
001	Information Systems	Information Technology Servic E	44	Taxes & Operating Assessments	-	-	-	-	-		
001	Information Systems	Information Technology Servic E	48	Repairs & Maintenance	581	6,091	4,000	631	4,000		Replacement parts
001	Information Systems	Facility Engineering E	63	Other Improvements	-	-	-	-	-		
					1,337,706	1,171,381	1,752,309	1,099,088	1,499,745		
001	Human Resources	Other Employee Benefit Progr E	31	Office & Operating Supplies	3,234	4,211	6,500	3,324	6,500		HR supplies; City Hall breakroom supplies, and 2K included for wellness program.
001	Human Resources	Other Employee Benefit Progr E	41	Professional Services	918	1,908	3,000	975	3,000		HSA and FSA participant fees
001	Human Resources	Other Employee Benefit Progr E	43	Travel & Training	-	-	-	-	-		
001	Human Resources	Personnel Services E	10	Salaries & Wages	164,897	145,010	165,281	118,028	175,003		
001	Human Resources	Personnel Services E	20	Personnel Benefits	66,135	55,460	64,917	38,486	53,879		
001	Human Resources	Personnel Services E	31	Office & Operating Supplies	1,294	2,828	3,500	3,048	1,500		Badge materials; copies; shredding services
001	Human Resources	Personnel Services E	40	Interfund Services	13,138	7,161	12,268	7,156	9,904		
001	Human Resources	Personnel Services E	41	Professional Services	42,456	66,600	80,000	53,700	80,000		Diversity and inclusion training; AWC membership; background investigations & pre-employment screening; anti-harassment training; safety supplies; recruitment; MSDS online database; drug & alcohol
001	Human Resources	Personnel Services E	42	Communication	1,661	1,248	1,500	14,194	800		1 cell phone \$40/month; postage
001	Human Resources	Personnel Services E	43	Travel & Training	3,669	95	4,500	1,294	3,000		2@\$1,500: AWC Labor Relations; WAPELRA; AWC Retro; AWC Member Expo; SIHRMA; First Aid/CPR; City Action Days; Wellness Forum; 1 SHRM
001	Human Resources	Police Labor Relations E	10	Salaries & Wages	6,497	2,672	14,753	9,500	18,139		
001	Human Resources	Police Labor Relations E	20	Personnel Benefits	2,428	951	4,994	3,147	4,329		
001	Human Resources	Police Labor Relations E	41	Professional Services	363	23,775	15,000	13,005	7,500		Police labor relations attorney (@\$375/hour)
001	Human Resources	Fire Labor Relations E	10	Salaries & Wages	6,497	2,672	14,753	9,500	18,139		
001	Human Resources	Fire Labor Relations E	20	Personnel Benefits	2,428	950	4,994	3,147	4,329		
001	Human Resources	Fire Labor Relations E	41	Professional Services	-	24,635	15,000	2,100	7,500		Fire labor relations attorney (@\$375/hour)
001	Human Resources	Other Labor Relations E	10	Salaries & Wages	3,248	1,336	9,486	5,970	11,352		
001	Human Resources	Other Labor Relations E	20	Personnel Benefits	1,214	475	3,363	2,068	3,230		
001	Human Resources	Other Labor Relations E	41	Professional Services	-	-	5,000	-	5,000		Labor relations attorney (@\$375/hour), Teamster negotiations
001	Human Resources	Other Labor Relations E	41	Professional Services						5,000	
001	Human Resources	Risk Management Services E	46	Insurance	119,587	270	284	295	262		WA Cities Insurance Authority - Finance to populate.
001	Human Resources	Administration E	10	Salaries & Wages	325	134	4,743	2,985	5,676		

001	Human Resources	Administration	E	20	Personnel Benefits	121	47	1,682	1,034	1,615	Police Public Safety Testing \$1500; Civil Service Testing \$4800 (Civil Service assessment centers occur every other year in even years, approx.
001	Human Resources	Administration	E	41	Professional Services	10,245	3,741	14,000	8,649	6,500	
001	Human Resources	Administration	E	43	Travel & Training	-	-	500	-	-	
001	Human Resources	Administration	E	10	Salaries & Wages	325	134	4,743	2,985	5,676	
001	Human Resources	Administration	E	20	Personnel Benefits	123	47	1,682	1,034	1,615	
001	Human Resources	Administration	E	41	Professional Services	9,034	9,224	14,000	12,505	6,500	Fire Public Safety Testing \$1500; Civil Service Testing \$4800 (Civil Service assessment centers occur every other year in even years, approx. \$7,500)
001	Human Resources	Administration	E	43	Travel & Training	356	-	500	-	-	
						460,191	355,583	470,944	318,131	440,949	
001	Planning & Community C	Recording Services	E	41	Professional Services	-	-	3,500	-	3,500	
001	Planning & Community C	Legal Services	E	41	Professional Services	2,765	2,665	7,000	-	7,000	
001	Planning & Community C	Other Environmental Services	E	41	Professional Services	6,947	7,165	14,000	16,691	14,000	Legal Notices and Mailings Code Enforcement Critical areas reviews and NW Clean Air (\$6,000)
001	Planning & Community C	Building Permits & Plan Review	E	10	Salaries & Wages	285,165	350,073	450,699	206,123	491,999	
001	Planning & Community C	Building Permits & Plan Review	E	12	Overtime	1,920	4,508	-	255	-	
001	Planning & Community C	Building Permits & Plan Review	E	20	Personnel Benefits	180,997	192,730	195,463	107,358	199,065	
001	Planning & Community C	Building Permits & Plan Review	E	31	Office & Operating Supplies	3,781	31,393	2,000	1,650	50,800	
001	Planning & Community C	Building Permits & Plan Review	E	40	Interfund Services	25,858	17,242	30,340	17,698	33,352	Includes code books for 2021 Building Code Adoption by June 2023, and a new inspection vehicle due to little availability of pool cars (\$45,000 for yearly costs
001	Planning & Community C	Building Permits & Plan Review	E	41	Professional Services	19,740	30,719	8,000	21,430	29,500	
001	Planning & Community C	Building Permits & Plan Review	E	42	Communication	4,963	6,742	4,500	3,395	6,500	
001	Planning & Community C	Building Permits & Plan Review	E	43	Travel & Training	1,238	2,327	4,000	1,066	4,000	
001	Planning & Community C	Building Permits & Plan Review	E	44	Taxes & Operating Assessments	909	3,222	-	390	-	
001	Planning & Community C	Planning	E	10	Salaries & Wages	387,248	408,555	338,208	243,980	390,715	Building Code Training on 2021 code cycle
001	Planning & Community C	Planning	E	12	Overtime	2,581	5,229	-	2,827	-	
001	Planning & Community C	Planning	E	20	Personnel Benefits	131,306	137,761	136,209	78,182	136,888	
001	Planning & Community C	Planning	E	31	Office & Operating Supplies	6,029	4,539	8,000	693	2,800	
001	Planning & Community C	Planning	E	40	Interfund Services	25,185	26,597	45,611	26,606	45,559	
001	Planning & Community C	Planning	E	41	Professional Services	41,055	32,300	40,000	49,380	43,000	Downtown Parking plan, Land Capacity Analysis for Comp Plan update, and SMP completion/Implementation
001	Planning & Community C	Planning	E	42	Communication	7,522	9,712	6,500	4,677	6,500	
001	Planning & Community C	Planning	E	43	Travel & Training	375	899	4,000	2,236	4,000	
001	Planning & Community C	Planning	E	44	Taxes & Operating Assessments	-	-	-	-	-	
001	Planning & Community C	Planning	E	45	Operating Rentals & Leases	42,743	45,956	48,000	40,836	51,800	
001	Planning & Community C	Economic Development	E	41	Professional Services	139,059	53,942	25,000	7,500	20,000	DNR Aquatic Lands Lease, including anticipated cpi increase \$10,000 for EDASC and remaining for South Commercial beautification, Planters etc
001	Planning & Community C	Economic Development	E	43	Travel & Training	575	45	2,000	152	4,000	
001	Planning & Community C	Economic Development	E	46	Insurance	39,712	15,877	7,603	17,571	8,359	
001	Planning & Community C	Welfare	E	41	Professional Services	282,822	140,887	165,000	595,928	165,000	
001	Planning & Community C	Welfare	E	41	Professional Services						
001	Planning & Community C	Welfare	E	41	Professional Services						HUD 155,000 HUD CDBG Grant 10,000 Skagit County Community Action Agency
001	Planning & Community C	Welfare	E	42	Communication	1,108	544	-	361	-	
001	Planning & Community C	Chemical Dependency Services	E	41	Professional Services	24,784	26,509	18,000	13,274	18,000	
001	Planning & Community C	Children Services	E	41	Professional Services	1,360	1,360	10,000	860	10,000	
						1,667,748	1,559,497	1,573,634	1,461,122	1,746,336	
001	Legal Department	Official Publication Services	E	41	Professional Services	3,244	3,392	10,000	3,504	10,000	Professional services for codification of adopted ordinances.
001	Legal Department	Legal Services	E	10	Salaries & Wages	251,448	276,227	288,504	192,194	341,100	
001	Legal Department	Legal Services	E	20	Personnel Benefits	91,785	108,641	117,609	68,721	134,255	
001	Legal Department	Legal Services	E	31	Office & Operating Supplies	5,495	6,312	6,000	2,764	6,000	
001	Legal Department	Legal Services	E	40	Interfund Services	23,658	21,482	38,129	22,242	37,001	

General office supplies, legal publications, LexisNexis subscription fees.

001	Legal Department	Legal Services	E	41	Professional Services	94,040	82,002	110,000	52,340	110,000	Prosecution services, police department support, additional professional services as needed.
001	Legal Department	Legal Services	E	42	Communication	1,868	2,006	2,400	1,506	2,800	cell phones and postage
001	Legal Department	Legal Services	E	43	Travel & Training	426	1,924	6,000	2,374	6,000	WSAMA, WAPRO, WSAMA conferences, CLEs, staff training.
001	Legal Department	Legal Services	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						471,963	501,986	578,642	345,645	647,156	
001	Fiber	Fiber Administration	E	10	Salaries & Wages	383,045	404,833	757,573	218,120	233,807	Adjusted by Finance to reflect staff cost posting to capital
001	Fiber	Fiber Administration	E	12	Overtime	8,948	3,454	-	1,405	-	
001	Fiber	Fiber Administration	E	20	Personnel Benefits	154,297	184,589	358,149	88,315	291,350	
001	Fiber	Fiber Administration	E	31	Office & Operating Supplies	25,736	15,063	11,172	5,132	4,300	
001	Fiber	Fiber Administration	E	31	Office & Operating Supplies						1,500 Office Supplies
001	Fiber	Fiber Administration	E	31	Office & Operating Supplies						2,800 Uniforms & Boot Allowance (7 @\$400)
001	Fiber	Fiber Administration	E	35	Small Tools & Minor Equipment	173,067	51,831	10,000	5,458	10,000	Power and Hand Tool replacement parts. OTDR & Splicer maintenance.
001	Fiber	Fiber Administration	E	40	Interfund Services	36,712	135,329	89,431	52,168	143,065	
001	Fiber	Fiber Administration	E	41	Professional Services	134,521	159,326	199,755	126,335	262,592	
001	Fiber	Fiber Administration	E	41	Professional Services						113,000 NoaNet NOC services
001	Fiber	Fiber Administration	E	41	Professional Services						20,000 OSP Insight
001	Fiber	Fiber Administration	E	41	Professional Services						22,000 Nokia Support
001	Fiber	Fiber Administration	E	41	Professional Services						8,000 Cartegraph
001	Fiber	Fiber Administration	E	41	Professional Services						72,000 Internet Bandwidth
001	Fiber	Fiber Administration	E	41	Professional Services						1,092 Internet bandwidth, Comcast- Library backup
001	Fiber	Fiber Administration	E	41	Professional Services						10,000 Marketing
001	Fiber	Fiber Administration	E	41	Professional Services						1,000 ARIN Annual fee
001	Fiber	Fiber Administration	E	41	Professional Services						4,200 Dark fiber, Mount Vernon
001	Fiber	Fiber Administration	E	41	Professional Services						2,100 Dark Fiber, Burlington
001	Fiber	Fiber Administration	E	41	Professional Services						1,200 Rack Space, Burlington
001	Fiber	Fiber Administration	E	41	Professional Services						8,000 Pole Attachment Fees
001	Fiber	Fiber Administration	E	42	Communication	3,817	4,855	5,880	3,158	5,880	
001	Fiber	Fiber Administration	E	42	Communication						5,280 11 cell phones @\$40/month
001	Fiber	Fiber Administration	E	42	Communication						600 10 hotspots @ \$5/month
001	Fiber	Fiber Administration	E	43	Travel & Training	7,765	-	14,450	22	11,000	
001	Fiber	Fiber Administration	E	43	Travel & Training						11,000 11 @ \$1000
001	Fiber	Fiber Administration	E	44	Taxes & Operating Assessments	3,740	10,547	13,759	6,584	16,100	
001	Fiber	Fiber Administration	E	44	Taxes & Operating Assessments						7,700 Sales Tax for Installation
001	Fiber	Fiber Administration	E	44	Taxes & Operating Assessments						8,400 WA State B&O Tax (0.471%)
001	Fiber	Fiber Administration	E	46	Insurance	-	-	-	117	129	WCIA
001	Fiber	Fiber Administration	E	47	Utility Services	1,418	1,947	2,100	1,194	2,100	Solid Waste Charges
001	Fiber	Facility Engineering	E	80	Debt Service: Interest & Related Cos	-	3,205	80,000	41,458	83,000	SaviBank Line of Credit Interest Payment
001	Fiber	Facility Engineering	E	63	Other Improvements	-	-	-	-	5,445,000	
001	Fiber	Facility Engineering	E	63	Other Improvements	-	-	-	-	2,350,000	
001	Fiber	Facility Engineering	E	63	Other Improvements	-	-	-	-	-	
001	Fiber	Facility Engineering	E	63	Other Improvements	-	-	-	-	35,000	
001	Fiber	Facility Engineering	E	64	Machinery & Equipment	-	-	-	-	-	
001	Fiber	Facility Engineering	E	63	Other Improvements	1,886,665	5,096,938	9,332,226	3,660,932	-	7,795,000 NOTE: Includes \$600k in technician and outside labor costs
001	Fiber	Facility Engineering	E	63	Other Improvements						- Guemes View Fiber Expansion
001	Fiber	Facility Engineering	E	63	Other Improvements						- EDA Fiber Expansion
											600,000 removed above in Salary and Wage lines, to accommodate staff costs budgeted in capital
001	Fiber	Facility Engineering	E	63	Other Improvements						-
001	Fiber	Facility Engineering	E	64	Machinery & Equipment	173,660	30,781	362,000	280	-	- GPON SFPs
001	Fiber	Facility Engineering	E	64	Machinery & Equipment						-
001	Fiber	Facility Engineering	E	64	Machinery & Equipment						-
						2,993,390	6,102,697	11,236,495	4,210,676	8,893,323	

001	Police	Financial Services	E	49	Miscellaneous	693	626	-	250	55,555	
001	Police	Pension & Other Benefit Paym	E	20	Personnel Benefits	109,027	128,240	95,617	65,914	97,683	
001	Police	Administration	E	10	Salaries & Wages	459,518	447,108	444,500	242,991	532,123	
001	Police	Administration	E	20	Personnel Benefits	167,955	154,591	170,984	88,198	189,777	
001	Police	Administration	E	31	Office & Operating Supplies	3,538	6,245	4,500	2,302	5,000	Business cards, copy paper, Adobe pro licensing, digital evidence storage devices, cell phone cases, office supplies.
001	Police	Administration	E	35	Small Tools & Minor Equipment	-	(615)	-	-	-	
001	Police	Administration	E	40	Interfund Services	206,995	160,604	269,300	157,136	389,345	
001	Police	Administration	E	41	Professional Services	5,520	50,566	65,000	36,692	80,000	
001	Police	Administration	E	41	Professional Services						
											50,000 AFC Social Worker Contract
											Pre-employment screening, LeadsOnline, PowerDMS, digital fingerprint machine, professional dues, computer forensic tool licensing, Axon, shipping charges,
001	Police	Administration	E	41	Professional Services					126,769	30,000 Spillman, cell phones, printing
001	Police	Administration	E	42	Communication	127,248	76,923	119,196	37,496	-	
001	Police	Administration	E	44	Taxes & Operating Assessments	613	81	-	84	-	
001	Police	Administration	E	45	Operating Rentals & Leases	196	347	737	229	750	Copy/fax machines
001	Police	Administration	E	46	Insurance	51,599	28,599	19,231	31,146	14,130	
001	Police	Support Services	E	10	Salaries & Wages	217,465	223,333	246,920	128,506	273,572	
001	Police	Support Services	E	20	Personnel Benefits	93,701	100,280	113,155	65,113	113,763	
001	Police	Support Services	E	42	Communication	8,018	8,054	9,054	4,395	9,054	Phone lines
001	Police	Crime Prevention	E	10	Salaries & Wages	66,624	44,670	60,409	36,381	99,709	
001	Police	Crime Prevention	E	20	Personnel Benefits	35,254	25,199	34,848	20,425	61,014	
											Crime prevention meetings, promotional materials for events, citizens academy, junior citizens academy.
001	Police	Crime Prevention	E	31	Office & Operating Supplies	1,165	77	3,977	361	2,843	Project lifesaver, speed warning reader board
001	Police	Crime Prevention	E	35	Small Tools & Minor Equipment	122	-	945	-	950	Skagit Domestic Violence and Sexual Assault Services,
001	Police	Crime Prevention	E	41	Professional Services	6,132	5,395	8,211	-	8,225	Training ammunition, CJTC training fees, travel costs, training tuition, training supplies, range rental fees.
001	Police	Training	E	43	Travel & Training	23,568	36,411	50,000	30,722	60,000	Office first aid kits, office AED, sidewalk ice melt
001	Police	Facilities	E	31	Office & Operating Supplies	380	428	2,843	249	2,843	Building cleaning service and cleaning supplies
001	Police	Facilities	E	41	Professional Services	20,223	21,644	23,500	12,425	23,500	
001	Police	Facilities	E	46	Insurance	4,195	4,527	4,753	4,779	5,257	
001	Police	Facilities	E	47	Utility Services	38,075	40,289	42,103	26,887	47,000	Puget Sound Energy, Cascade Natural Gas
001	Police	Facilities	E	48	Repairs & Maintenance	6,762	718	19,312	754	19,312	Guardian Security Alarms, building repairs, maintenance
001	Police	Patrol & Investigations	E	10	Salaries & Wages	2,077,371	2,118,269	2,270,412	1,276,251	2,528,200	
001	Police	Patrol & Investigations	E	12	Overtime	113,307	112,094	128,147	102,467	135,000	
001	Police	Patrol & Investigations	E	20	Personnel Benefits	828,051	870,086	978,756	528,014	1,007,932	Adj by Finance, benefits owed with OT adjustment
001	Police	Patrol & Investigations	E	21	Uniform Purchases	23,020	23,070	30,000	11,720	40,000	Uniforms, duty gear, soft body armor, uniform cleaning.
											Investigative forensic tools, K9 program costs (food, medical, grooming, kennel fees) , investigative fees, Body Worn Camera Hardware, Celebrite machine, batteries (general, taser, radio, flashlight), less lethal ammunition, taser cartridges, safety supplies, evidence storage supplies, officer badges, first aid supplies for officer vehicles.
001	Police	Patrol & Investigations	E	31	Office & Operating Supplies	11,716	18,400	15,567	24,067	30,000	Less lethal tools, duty ammunition, tasers, duty pistols, duty rifles, portable radios, radars, PBT's SECTOR equipment.
001	Police	Patrol & Investigations	E	35	Small Tools & Minor Equipment	37,965	15,585	60,615	32,287	60,615	
001	Police	Patrol & Investigations	E	40	Interfund Services	419,881	130,218	299,477	174,875	249,228	
											Vehicle towing/impounds, junk RV disposal, shredding for confidential documents.
001	Police	Patrol & Investigations	E	41	Professional Services	9,528	4,416	10,000	4,020	10,000	Skagit 911 Agency Fees, Law Radio Infrastructure Fund
001	Police	Patrol & Investigations	E	45	Operating Rentals & Leases	200,924	220,804	257,641	169,710	288,566	288,566 Skagit 911 Fees
001	Police	Patrol & Investigations	E	45	Operating Rentals & Leases						
001	Police	Patrol & Investigations	E	48	Repairs & Maintenance	1,038	964	6,157	961	6,157	Radar calibration, evidence scale calibration, police radio repairs
001	Police	Facilities	E	41	Professional Services	495,868	928,794	928,337	583,721	1,003,317	Public Safety Sales tax pass through for County Jail
001	Police	Care & Custody Of Prisoners	E	41	Professional Services	31,640	36,044	45,997	21,638	32,500	Jail medical costs, extradition transport chain
001	Police	Animal Control	E	10	Salaries & Wages	66,650	67,900	68,336	41,831	73,237	

001	Police	Animal Control	E	12	Overtime	84	-	-	77	-	
001	Police	Animal Control	E	20	Personnel Benefits	39,911	40,835	41,864	24,578	44,521	
001	Police	Animal Control	E	31	Office & Operating Supplies	500	471	1,190	-	1,200	City dog license tags
001	Police	Animal Control	E	40	Interfund Services	2,641	3,525	4,883	2,848	8,331	
001	Police	Animal Control	E	41	Professional Services	2,985	3,478	10,000	2,485	10,000	Animal impound fees, impounded animal medical care
001	Police	Law Enforcement	E	64	Machinery & Equipment	-	-	-	-	70,000	Fully equipped patrol vehicle
						6,017,667	6,159,295	6,966,472	3,994,984	7,816,979	
001	Medic/Fire Department	Pension & Other Benefit Paym	E	10	Salaries & Wages	-	-	-	-	-	
001	Medic/Fire Department	Pension & Other Benefit Paym	E	20	Personnel Benefits	66,176	63,549	44,171	32,873	81,016	
001	Medic/Fire Department	Pension & Other Benefit Paym	E	44	Taxes & Operating Assessments	-	-	-	-	-	
001	Medic/Fire Department	Administration	E	10	Salaries & Wages	124,412	108,125	128,319	77,213	152,264	
001	Medic/Fire Department	Administration	E	12	Overtime	181	591	-	25	-	
001	Medic/Fire Department	Administration	E	20	Personnel Benefits	34,869	37,050	44,750	24,302	56,288	
											PPE, Uniforms, Office Supplies, Prevention and Investigation Supplies, Miscellaneous items.
001	Medic/Fire Department	Administration	E	31	Office & Operating Supplies	4,003	13,758	117,500	75,088	123,000	
001	Medic/Fire Department	Administration	E	40	Interfund Services	27,908	21,277	40,265	23,510	40,496	
											Multiple maintenance and testing services, Knox Box, employee medical/psych testing, memberships, facilities care.
001	Medic/Fire Department	Administration	E	41	Professional Services	14,445	44,834	63,000	44,438	89,500	Skagit 911, phone/tablet connectivity, postage
001	Medic/Fire Department	Administration	E	42	Communication	-	-	25,000	12,954	23,500	
001	Medic/Fire Department	Administration	E	44	Taxes & Operating Assessments	251	266	250	112	-	
001	Medic/Fire Department	Administration	E	46	Insurance	-	-	7,510	2,370	8,321	
001	Medic/Fire Department	Fire Suppression & Emergency	E	10	Salaries & Wages	170,259	178,767	442,366	261,869	515,735	Includes 2 additional FTE
001	Medic/Fire Department	Fire Suppression & Emergency	E	12	Overtime	12,957	16,370	82,758	57,583	61,000	
001	Medic/Fire Department	Fire Suppression & Emergency	E	14	Salaries & Wages - Volunteers	476	470	29,400	226	-	
001	Medic/Fire Department	Fire Suppression & Emergency	E	20	Personnel Benefits	52,888	55,563	167,288	91,661	190,621	Adj by Finance. Includes 2 additional FTE
001	Medic/Fire Department	Fire Suppression & Emergency	E	35	Small Tools & Minor Equipment	3,812	5,302	30,000	31,354	54,000	Fire Hose, Fire Equipment, SCBA, Fitness Equipment.
001	Medic/Fire Department	Fire Suppression & Emergency	E	44	Taxes & Operating Assessments	-	-	-	-	-	
001	Medic/Fire Department	Fire Prevention & Investigator	E	10	Salaries & Wages	136,769	142,372	93,365	56,651	105,028	
001	Medic/Fire Department	Fire Prevention & Investigator	E	12	Overtime	12,957	16,370	12,026	7,198	8,000	
001	Medic/Fire Department	Fire Prevention & Investigator	E	14	Salaries & Wages - Volunteers	476	470	-	226	-	
001	Medic/Fire Department	Fire Prevention & Investigator	E	20	Personnel Benefits	45,509	47,764	33,083	19,040	38,016	Adj by Finance. Benefits paid with overtime adjustment
001	Medic/Fire Department	Fire Prevention & Investigator	E	44	Taxes & Operating Assessments	-	-	-	-	-	
001	Medic/Fire Department	Training Obtained By Employee	E	10	Salaries & Wages	751,832	782,072	102,253	48,569	109,460	
001	Medic/Fire Department	Training Obtained By Employee	E	12	Overtime	90,697	114,588	12,275	7,198	8,000	
001	Medic/Fire Department	Training Obtained By Employee	E	14	Salaries & Wages - Volunteers	3,332	3,293	-	1,584	-	
001	Medic/Fire Department	Training Obtained By Employee	E	20	Personnel Benefits	258,302	271,308	37,583	16,532	45,831	Adj by Finance. Benefits paid with overtime adjustment
											Fire and Rescue Training, Conferences, 2 Academy slots, Aerial Operations, Ladder Truck pre construction/acceptance travel, mechanic
001	Medic/Fire Department	Training Obtained By Employee	E	43	Travel & Training	9,904	11,369	72,000	23,647	69,500	
001	Medic/Fire Department	Training Obtained By Employee	E	44	Taxes & Operating Assessments	-	-	-	-	-	
001	Medic/Fire Department	Facilities	E	31	Office & Operating Supplies	-	-	5,000	2,954	5,500	Facility and cleaning supplies.
001	Medic/Fire Department	Facilities	E	45	Operating Rentals & Leases	-	-	28,800	19,420	35,500	Station 3 rent. Boat Slip.
001	Medic/Fire Department	Facilities	E	46	Insurance	-	-	2,675	2,443	2,687	
001	Medic/Fire Department	Facilities	E	47	Utility Services	-	-	27,000	20,776	39,000	Station utilities: Gas, power, internet, Water/Sewer.
001	Medic/Fire Department	Facilities	E	48	Repairs & Maintenance	-	-	15,000	1,242	8,000	Minor facility maintenance.
001	Medic/Fire Department	Training Facility	E	31	Office & Operating Supplies	-	1,077	7,500	-	7,500	Joint Training Facility Supplies.
001	Medic/Fire Department	Vehicles & Equipment Maintainer	E	40	Interfund Services	376,452	66,956	266,793	155,629	278,996	
001	Medic/Fire Department	Disaster Preparedness	E	31	Office & Operating Supplies	488	1,136	2,000	-	2,000	EOC Supplies, CERT, Etc.
001	Medic/Fire Department	Disaster Preparedness	E	35	Small Tools & Minor Equipment	-	18,314	3,000	-	1,000	EOC Equipment, CERT, Etc.
001	Medic/Fire Department	Disaster Preparedness	E	40	Interfund Services	16,147	14,321	22,378	13,123	18,330	
001	Medic/Fire Department	Disaster Preparedness	E	41	Professional Services	64,046	64,645	104,000	31,151	67,000	Emergency Mgt. Contract, DEM Payments
001	Medic/Fire Department	Disaster Preparedness	E	43	Travel & Training	-	-	4,000	-	2,000	EOC Training
001	Medic/Fire Department	Fire Control	E	62	Buildings & Structures	-	4,050	-	22,362	-	
001	Medic/Fire Department	Fire Control	E	62	Buildings & Structures	-	-	-	-	-	

001	Medic/Fire Department	Fire Control	E	62	Buildings & Structures	-	-	-	-	-	
001	Medic/Fire Department	Fire Control	E	62	Buildings & Structures	-	-	-	-	-	
001	Medic/Fire Department	Fire Control	E	62	Buildings & Structures	-	-	-	-	-	
001	Medic/Fire Department	Emergency Services	E	64	Machinery & Equipment	-	-	1,500,000	5,484	-	New Ladder Truck
001	Medic/Fire Department	Emergency Services	E	64	Machinery & Equipment	-	-	-	-	-	
001	Medic/Fire Department	Emergency Services	E	64	Machinery & Equipment	-	-	-	-	1,675,000	
001	Medic/Fire Department	Emergency Services	E	64	Machinery & Equipment	-	-	-	-	75,000	
						2,279,549	2,106,028	3,573,308	1,190,806	3,997,088	
001	Parks & Recreation	Facility Engineering	E	63	Other Improvements	-	-	-	-	-	
001	Parks & Recreation	Park Facilities	E	62	Buildings & Structures	-	-	-	-	-	
						-	-	-	-	-	
001	Museum Department	Museums & Art Galleries	E	10	Salaries & Wages	230,628	238,165	292,231	165,418	315,617	
001	Museum Department	Museums & Art Galleries	E	20	Personnel Benefits	65,777	69,446	89,750	47,387	80,608	
001	Museum Department	Museums & Art Galleries	E	40	Interfund Services	27,687	21,482	32,868	19,173	34,909	
001	Museum Department	Museums & Art Galleries	E	43	Travel & Training	773	1,340	4,300	827	2,274	Museum association memberships and subscriptions; staff training and
001	Museum Department	Museums & Art Galleries	E	44	Taxes & Operating Assessments	7	75	400	2	-	
001	Museum Department	Museum Services	E	31	Office & Operating Supplies	862	2,539	8,800	3,803	7,512	Collections storage, curatorial supplies, exhibit supplies, research library and office supplies.
001	Museum Department	Museum Services	E	41	Professional Services	194	215	11,000	1,595	9,800	Curatorial services, mural conservation, digital conversions, advertising, presentations.
001	Museum Department	Museum Services	E	42	Communication	1,042	1,242	3,400	593	2,697	mobile phones, postage
001	Museum Department	Facilities	E	31	Office & Operating Supplies	860	714	9,800	1,004	4,405	Maintenance supplies for Carnegie building, Maritime Heritage Center, W.T. Preston, and mural shed.
001	Museum Department	Facilities	E	46	Insurance	6,006	5,921	1,234	6,629	1,498	Insurance for Carnegie building, Maritime Heritage Center, W.T. Preston.
001	Museum Department	Facilities	E	47	Utility Services	11,944	13,105	15,000	9,084	19,420	Utilities for Carnegie building, Maritime Heritage Center, W.T. Preston.
001	Museum Department	Facilities	E	48	Repairs & Maintenance	4,250	4,035	37,575	3,292	25,276	Painting and sternwheel repair at W.T. Preston; north door replacement at mural shed; cleaning, lift services, pest control.
						350,031	358,281	506,358	258,807	504,016	
001	Engineering Plans & Serv	Engineering	E	10	Salaries & Wages	-	-	-	-	31,406	
001	Engineering Plans & Serv	Engineering	E	20	Personnel Benefits	-	-	-	-	22,532	
001	Engineering Plans & Serv	Engineering	E	41	Professional Services	-	-	-	-	17,500	
001	Engineering Plans & Serv	Engineering	E	41	Professional Services						10,000 GIS
001	Engineering Plans & Serv	Engineering	E	41	Professional Services						7,500 Cartegraph
001	Engineering Plans & Serv	Management	E	40	Interfund Services	83,536	48,975	95,219	55,861	88,912	
001	Engineering Plans & Serv	Management	E	43	Travel & Training	1,960	1,315	1,960	3,008	2,000	Management
001	Engineering Plans & Serv	General Services	E	31	Office & Operating Supplies	3,800	3,539	3,600	1,294	3,600	
001	Engineering Plans & Serv	General Services	E	42	Communication	11,701	13,776	15,000	6,717	15,000	Cell phones and postage
001	Engineering Plans & Serv	General Services	E	43	Travel & Training	626	-	2,000	92	2,000	
						101,624	67,605	117,779	66,971	182,950	
001	Municipal/Community B	Maintenance/Security/Insuran	E	10	Salaries & Wages	191,069	127,363	123,294	98,866	164,130	
001	Municipal/Community B	Maintenance/Security/Insuran	E	20	Personnel Benefits	81,680	46,021	46,755	32,148	58,001	
001	Municipal/Community B	Maintenance/Security/Insuran	E	31	Office & Operating Supplies	10,887	10,920	12,500	8,463	12,500	
001	Municipal/Community B	Maintenance/Security/Insuran	E	40	Interfund Services	20,539	12,472	19,276	11,244	27,430	
001	Municipal/Community B	Maintenance/Security/Insuran	E	41	Professional Services	-	-	-	-	-	
001	Municipal/Community B	Maintenance/Security/Insuran	E	41	Professional Services	-	-	-	-	-	
001	Municipal/Community B	Maintenance/Security/Insuran	E	41	Professional Services	13,472	48,824	40,000	15,009	40,000	
001	Municipal/Community B	Maintenance/Security/Insuran	E	42	Communication	3	3	-	2	-	
001	Municipal/Community B	Maintenance/Security/Insuran	E	43	Travel & Training	214	509	2,500	52	2,500	
001	Municipal/Community B	Maintenance/Security/Insuran	E	44	Taxes & Operating Assessments	-	-	-	-	-	
001	Municipal/Community B	Maintenance/Security/Insuran	E	46	Insurance	7,797	8,431	8,853	10,466	11,513	
001	Municipal/Community B	Maintenance/Security/Insuran	E	47	Utility Services	28,039	27,478	35,000	22,506	39,000	
001	Municipal/Community B	Maintenance/Security/Insuran	E	48	Repairs & Maintenance	-	-	-	-	-	

001	Municipal/Community B Maintenance/Security/Insuran	E	48	Repairs & Maintenance	-	-	-	-	-	
001	Municipal/Community B Maintenance/Security/Insuran	E	48	Repairs & Maintenance	-	-	-	-	-	
001	Municipal/Community B Maintenance/Security/Insuran	E	48	Repairs & Maintenance	-	-	-	-	-	
001	Municipal/Community B Maintenance/Security/Insuran	E	48	Repairs & Maintenance	-	-	-	-	-	
001	Municipal/Community B Maintenance/Security/Insuran	E	48	Repairs & Maintenance	-	-	-	-	-	
001	Municipal/Community B Maintenance/Security/Insuran	E	48	Repairs & Maintenance	843,741	745,718	600,000	158,351	-	
001	Municipal/Community B Senior Center	E	41	Professional Services	-	-	-	-	-	
001	Municipal/Community B Senior Center	E	41	Professional Services	25,036	-	-	699	-	Shifted to 518.30-47
001	Municipal/Community B Senior Center	E	46	Insurance	1,471	-	-	1,540	-	
001	Municipal/Community B Heart Of Anacortes	E	47	Utility Services	2,745	3,087	-	1,740	-	Shifted to 518.30-47
001	Municipal/Community B Facility Engineering	E	62	Buildings & Structures	-	-	-	-	300,000	
001	Municipal/Community B Facility Engineering	E	64	Machinery & Equipment	-	-	-	-	-	
					1,226,693	1,030,826	888,177	361,086	655,074	
001	Resource Conservation	Other Environmental Services	E	10	Salaries & Wages	17,913	19,086	19,186	11,236	17,675
001	Resource Conservation	Other Environmental Services	E	20	Personnel Benefits	10,116	10,242	10,340	5,092	12,256
001	Resource Conservation	Other Environmental Services	E	31	Office & Operating Supplies	17,114	914	5,000	3,306	-
001	Resource Conservation	Other Environmental Services	E	41	Professional Services	-	28,837	-	15,515	-
001	Resource Conservation	Other Environmental Services	E	42	Communication	480	480	500	240	-
001	Resource Conservation	Other Environmental Services	E	44	Taxes & Operating Assessments	-	-	-	-	-
					45,622	59,559	35,027	35,390	29,931	
001 Total					18,877,997	21,492,604	29,768,939	14,603,693	28,722,364	

101	Parks & Recreation	Educational & Recreational Activities	E	10	Salaries & Wages	142,432	147,181	153,021	90,919	170,859	
101	Parks & Recreation	Educational & Recreational Activities	E	11	Student Rec Wages	4,928	15,818	28,000	14,058	28,000	High School and Middle School workers who help coach early childhood sport programs, summer enrichment camps, and work youth sport
101	Parks & Recreation	Educational & Recreational Activities	E	20	Personnel Benefits	71,523	74,828	78,484	45,970	47,545	
101	Parks & Recreation	Educational & Recreational Activities	E	31	Office & Operating Supplies	13,257	37,349	86,000	28,046	90,300	This pays for the supplies to run programs, i.e. sport balls, t-shirts, etc. as well as supplies for our events (KidsRBest, Dad/Daughter Dance, Egg Dash, Bark in the Park, Haunted Forest, Wonderland Walk, etc.)
101	Parks & Recreation	Educational & Recreational Activities	E	41	Professional Services	12,562	62,543	49,000	10,912	51,450	Contracted instructors, referees, and online registration system fees.
101	Parks & Recreation	Educational & Recreational Activities	E	42	Communication	2,324	2,433	6,600	1,425	6,600	City Cell phones
101	Parks & Recreation	Educational & Recreational Activities	E	43	Travel & Training	457	359	1,550	869	1,550	
101	Parks & Recreation	Educational & Recreational Activities	E	44	Taxes & Operating Assessments	-	-	-	-	-	
101	Parks & Recreation	Cultural & Community Activities	E	31	Office & Operating Supplies	-	-	3,000	672	3,000	
101	Parks & Recreation	Depot	E	31	Office & Operating Supplies	115	2,037	-	2,583	3,000	Depot cleaning and janitorial after rentals
101	Parks & Recreation	Depot	E	42	Communication	691	880	-	309	500	
101	Parks & Recreation	Depot	E	47	Utility Services	15,778	24,965	16,000	18,075	20,000	
101	Parks & Recreation	Depot	E	48	Repairs & Maintenance	4,955	1,364	2,100	302	2,100	
101	Parks & Recreation	Senior Center	E	10	Salaries & Wages	101,229	93,372	146,843	80,889	167,799	
101	Parks & Recreation	Senior Center	E	20	Personnel Benefits	39,678	43,672	89,722	41,211	74,563	
101	Parks & Recreation	Senior Center	E	31	Office & Operating Supplies	53	2,687	5,000	1,400	5,000	Typical office and activity supplies for ASAC admin and programs.
101	Parks & Recreation	Senior Center	E	40	Interfund Services	33,134	29,666	52,593	30,679	65,416	Adjusted by Finance to include new equipment costs paid for by the Foundation.
101	Parks & Recreation	Senior Center	E	41	Professional Services	18,983	43,728	55,000	24,841	55,000	This pays for instructors and consultants to teach at the center. It also covers costs for our agreement with Skagit County.
101	Parks & Recreation	Senior Center	E	42	Communication	337	179	500	65	500	
101	Parks & Recreation	Senior Center	E	43	Travel & Training	-	-	1,500	285	1,000	
101	Parks & Recreation	Senior Center	E	44	Taxes & Operating Assessments	-	-	-	-	-	
101	Parks & Recreation	Senior Center	E	47	Insurance	-	-	-	-	1,694	Liability Insurance
101	Parks & Recreation	Senior Center	E	47	Utility Services	-	15,775	22,000	10,378	22,000	Utilities for the operation of the center.
101	Parks & Recreation	General Parks	E	10	Salaries & Wages	449,983	495,044	598,038	348,652	664,505	
101	Parks & Recreation	General Parks	E	12	Overtime	1,325	1,646	4,148	1,529	4,200	
101	Parks & Recreation	General Parks	E	20	Personnel Benefits	214,568	221,498	254,254	149,516	251,811	Adj by Finance. Benefits paid with overtime adjustment
101	Parks & Recreation	General Parks	E	31	Office & Operating Supplies	48,598	71,496	63,500	57,190	85,000	This funds day to day repairs, fertilizer purchases, port-a-potties, field paints, irrigation parts; everything we use to make repairs and operate the park system.
101	Parks & Recreation	General Parks	E	35	Small Tools & Minor Equipment	1,175	-	1,350	117	1,350	Small tools such as weeders, mowers and chainsaws not eligible for ER&R funds are purchased with this BARS.
101	Parks & Recreation	General Parks	E	40	Interfund Services	188,863	115,775	198,711	115,915	212,627	
101	Parks & Recreation	General Parks	E	41	Professional Services	13,056	40,202	38,000	35,708	40,000	This is used to pay for the city's fireworks show.
101	Parks & Recreation	General Parks	E	42	Communication	7,857	8,623	5,000	4,582	5,500	
101	Parks & Recreation	General Parks	E	44	Taxes & Operating Assessments	825	899	1,420	453	1,000	
101	Parks & Recreation	General Parks	E	46	Insurance	27,907	6,100	4,771	7,055	34,319	
101	Parks & Recreation	General Parks	E	47	Utility Services	70,097	69,931	62,000	43,238	65,000	
101	Parks & Recreation	Community Forestlands/Acfl	E	10	Salaries & Wages	92,441	97,232	97,436	73,799	137,369	
101	Parks & Recreation	Community Forestlands/Acfl	E	12	Overtime	245	885	-	847	900	
101	Parks & Recreation	Community Forestlands/Acfl	E	20	Personnel Benefits	48,134	48,468	47,927	30,794	47,843	Adj by Finance. Benefits paid with overtime adjustment
101	Parks & Recreation	Community Forestlands/Acfl	E	31	Office & Operating Supplies	3,378	1,367	1,600	2,599	1,600	
101	Parks & Recreation	Community Forestlands/Acfl	E	40	Interfund Services	18,789	5,261	12,258	7,150	9,552	
101	Parks & Recreation	Community Forestlands/Acfl	E	42	Communication	2,240	2,262	4,000	2,093	4,000	
101	Parks & Recreation	Community Forestlands/Acfl	E	44	Taxes & Operating Assessments	-	-	-	-	-	
101 Total						1,651,915	1,785,526	2,191,325	1,285,126	2,384,451	
						1,651,915	1,785,526	2,191,325	1,285,126	2,384,451	

102	Cemetery	Cemetery	E	10	Salaries & Wages	115,593	122,159	164,428	86,155	189,360
102	Cemetery	Cemetery	E	12	Overtime	385	341	-	361	500
102	Cemetery	Cemetery	E	20	Personnel Benefits	56,443	55,066	65,782	37,390	64,978
102	Cemetery	Cemetery	E	31	Office & Operating Supplies	1,351	3,368	2,500	3,329	4,000
102	Cemetery	Cemetery	E	35	Small Tools & Minor Equipment	400	-	400	163	400
102	Cemetery	Cemetery	E	40	Interfund Services	10,961	6,142	3,721	2,170	3,109
102	Cemetery	Cemetery	E	41	Professional Services	364	188	100	119	150
102	Cemetery	Cemetery	E	44	Taxes & Operating Assessments	914	570	1,350	238	400
102	Cemetery	Cemetery	E	45	Operating Rentals & Leases	1,349	1,035	1,000	645	1,000
102	Cemetery	Cemetery	E	46	Insurance	270	292	307	344	378
102	Cemetery	Cemetery	E	47	Utility Services	9,676	10,122	8,000	6,212	8,500
102	Cemetery	Cemeteries	E	62	Buildings & Structures	-	-	-	-	-
102 Total						197,705	199,283	247,588	137,126	272,776

Adj by Finance. Benefits paid with overtime adjustment
This line item is for purchasing chainsaws, mowers, or trimming equipment for the cemetery that is below the purchase limit for ER&R funds.

Natural Gas and electricity for the shop at the cemetery as well as irrigation.

103	Public Library	Administration	E	10	Salaries & Wages	95,328	91,683	89,757	66,486	120,868	
103	Public Library	Administration	E	20	Personnel Benefits	33,099	45,843	46,057	29,537	53,829	
103	Public Library	Administration	E	44	Taxes & Operating Assessments	-	-	-	-	-	
103	Public Library	Library Services	E	10	Salaries & Wages	698,437	674,266	757,761	437,001	855,875	
103	Public Library	Library Services	E	20	Personnel Benefits	330,382	311,075	345,980	192,427	354,097	
103	Public Library	Library Services	E	31	Office & Operating Supplies	56,792	17,352	21,000	18,465	21,000	General Office Supplies
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or I	37,826	76,772	84,250	62,623	84,250	Books Budget, ebook Budget (\$16,810 Overdrive), periodicals, databases (online resources), non-print materials.
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or Resale						30,000 Adult Collection
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or Resale						16,000 Children's Collection
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or Resale						5,000 Young Adult Collection
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or Resale						16,810 Ebooks (Overdrive)
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or Resale						4,000 Periodicals
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or Resale						7,440 Non-Print/Ebook Requests
103	Public Library	Library Services	E	34	Supplies Purchased for Inventory or Resale						5,000 Databases
103	Public Library	Library Services	E	41	Professional Services	54,985	24,708	30,000	17,867	29,475	ILS (Library catalog (Biblionix), Passport schedule software, meeting room schedule software, Adobe cloud subscriptions, OCLC subscriptions (ILL, Worldcat), Ziply elevator phone, copy machine, credit card machine, smart shield (anti virus software - public internet computers)
103	Public Library	Library Services	E	41	Professional Services						9,500 Biblionix Apollo (Catalog software subscription)
103	Public Library	Library Services	E	41	Professional Services						4,000 Envisionware (Self Check/RFID Maintenance Contract)
103	Public Library	Library Services	E	41	Professional Services						800 Demco Passport Schedule Subscription
103	Public Library	Library Services	E	41	Professional Services						800 Envisionware Mobile Printing
103	Public Library	Library Services	E	41	Professional Services						290 Skedda Meeting Room Scheduler Subscription
103	Public Library	Library Services	E	41	Professional Services						800 Adobe Cloud (Two Subscriptions)
103	Public Library	Library Services	E	41	Professional Services						5,200 OCLC (Interlibrary Loan, Worldcat, First Search)
103	Public Library	Library Services	E	41	Professional Services						500 Archive Social (Public Records Request Retention)
103	Public Library	Library Services	E	41	Professional Services						85 Survey Monkey
103	Public Library	Library Services	E	41	Professional Services						200 WSP/Background Checks Volunteers
103	Public Library	Library Services	E	41	Professional Services						750 Ziply Emergency Phone in Elevator
103	Public Library	Library Services	E	41	Professional Services						2,800 Ricoh/Canon copies
103	Public Library	Library Services	E	41	Professional Services						3,500 Merchant Services (Credit Card Machine for Public)
103	Public Library	Library Services	E	41	Professional Services						250 Smart Shield (Anti Virus Software)
103	Public Library	Library Services	E	42	Communication	5,052	7,844	10,860	3,863	9,000	Phones, postage
103	Public Library	Library Services	E	43	Travel & Training	376	1,110	8,500	1,165	5,000	Librarian/Staff Training/Conferences
103	Public Library	Library Services	E	44	Taxes & Operating Assessments	(1)	2	-	2	-	
103	Public Library	Training	E	43	Travel & Training	1,550	530	6,000	4,122	6,000	CPR/BBP Mandatory All-Staff Training
103	Public Library	Facilities	E	40	Interfund Services	116,896	83,882	141,936	82,796	129,575	DIS Fund
103	Public Library	Facilities	E	41	Professional Services	26,268	27,609	28,000	13,740	28,000	Cleaning/Landscaping
103	Public Library	Facilities	E	46	Insurance	13,795	8,276	8,690	7,360	8,096	
103	Public Library	Facilities	E	47	Utility Services	36,350	44,458	48,000	28,727	53,000	10% increase
103	Public Library	Facilities	E	48	Repairs & Maintenance	9,448	3,908	16,000	397	-	
						1,516,584	1,419,319	1,642,791	966,578	1,758,064	
103 Total						1,516,584	1,419,319	1,642,791	966,578	1,758,064	

104	Administration	Management	E	10	Salaries & Wages	20,895	31,245	31,117	19,037	36,696	
104	Administration	Management	E	20	Personnel Benefits	7,628	11,896	11,897	6,645	12,095	
104	Administration	Management	E	31	Office & Operating Supplies	79	119	500	64	500	
104	Administration	Management	E	40	Interfund Services	31,254	31,098	55,983	32,657	60,918	
104	Administration	Management	E	42	Communication	594	895	-	219	500	Desk Phones, Postage
104	Administration	Management	E	44	Taxes & Operating Assessments	-	-	-	-	-	
104	Administration	Management	E	46	Insurance	45,450	46,771	51,428	53,565	182,703	
						105,900	122,025	150,925	112,187	293,413	
104	Engineering Plans & Serv	Engineering	E	10	Salaries & Wages	62,270	55,887	81,621	34,935	92,202	
104	Engineering Plans & Serv	Engineering	E	20	Personnel Benefits	25,469	23,665	39,028	16,777	39,989	
104	Engineering Plans & Serv	Engineering	E	41	Professional Services	18,009	11,732	13,400	3,411	17,500	ArcGIS & Cartegraph
104	Engineering Plans & Serv	Engineering	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						105,747	91,284	134,049	55,123	149,692	
104	Street Maint/Const Activ	Roadway	E	10	Salaries & Wages	-	-	-	-	-	
104	Street Maint/Const Activ	Roadway	E	10	Salaries & Wages	127,364	191,385	145,294	204,087	164,319	
104	Street Maint/Const Activ	Roadway	E	12	Overtime	894	2,575	1,114	1,782	2,000	
104	Street Maint/Const Activ	Roadway	E	20	Personnel Benefits	-	-	-	-	-	
104	Street Maint/Const Activ	Roadway	E	20	Personnel Benefits	60,607	64,360	71,102	42,579	72,068	Adj by Finance. Benefits paid with overtime adjustment
104	Street Maint/Const Activ	Roadway	E	30	Supplies	6,899	10,350	20,000	4,527	85,000	Change in use of this bars number. maintenance asphalt, roadwork supplies ETC.
104	Street Maint/Const Activ	Roadway	E	31	Office & Operating Supplies	20,596	92,222	75,000	34,356	15,000	Change in use of this bars number. Streets operating supplies, tools and small equipment.
104	Street Maint/Const Activ	Roadway	E	40	Interfund Services	170,221	86,783	126,416	73,864	145,236	
104	Street Maint/Const Activ	Roadway	E	41	Professional Services	-	-	-	-	-	
104	Street Maint/Const Activ	Roadway	E	41	Professional Services	705,090	2,042,714	1,850,000	221,260	-	
104	Street Maint/Const Activ	Roadway	E	41	Professional Services	-	-	-	-	2,400,000	- 1.8M 2023 Pavement Management
104	Street Maint/Const Activ	Roadway	E	41	Professional Services	-	-	-	-	-	- 600K 2022 Overlay Rollover
104	Street Maint/Const Activ	Roadway	E	44	Taxes & Operating Assessments	-	-	-	-	-	
104	Street Maint/Const Activ	Roadway	E	47	Utility Services	746	815	-	448	1,500	
104	Street Maint/Const Activ	Sidewalks	E	10	Salaries & Wages	9,503	15,416	23,758	19,678	26,423	
104	Street Maint/Const Activ	Sidewalks	E	12	Overtime	90	264	-	170	500	
104	Street Maint/Const Activ	Sidewalks	E	20	Personnel Benefits	6,988	9,139	11,396	6,672	11,659	Adj by Finance. Benefits paid with overtime adjustment
104	Street Maint/Const Activ	Sidewalks	E	31	Office & Operating Supplies	632	8,776	5,000	2,519	10,000	Concrete, and tools and supplies for sidewalk work
104	Street Maint/Const Activ	Sidewalks	E	40	Interfund Services	8,513	3,617	6,294	3,672	7,660	
104	Street Maint/Const Activ	Sidewalks	E	44	Taxes & Operating Assessments	-	-	-	-	-	
104	Street Maint/Const Activ	Street Lighting	E	47	Utility Services	197,836	211,504	175,000	107,287	185,000	Street Lights
104	Street Maint/Const Activ	Traffic Control Devices	E	10	Salaries & Wages	-	-	-	-	-	
104	Street Maint/Const Activ	Traffic Control Devices	E	10	Salaries & Wages	17,679	34,255	50,858	20,775	55,868	
104	Street Maint/Const Activ	Traffic Control Devices	E	12	Overtime	146	554	-	345	500	
104	Street Maint/Const Activ	Traffic Control Devices	E	20	Personnel Benefits	-	-	-	-	-	
104	Street Maint/Const Activ	Traffic Control Devices	E	20	Personnel Benefits	23,150	24,565	26,006	15,265	27,375	Adj by Finance. Benefits paid with overtime adjustment
104	Street Maint/Const Activ	Traffic Control Devices	E	31	Office & Operating Supplies	6,763	19,993	50,000	37,538	60,000	Cones, barrels, barricades. flashing beacons etc. School beacon annual charges
104	Street Maint/Const Activ	Traffic Control Devices	E	40	Interfund Services	19,153	8,137	14,162	8,261	17,235	
104	Street Maint/Const Activ	Traffic Control Devices	E	44	Taxes & Operating Assessments	-	-	-	-	-	
104	Street Maint/Const Activ	Traffic Control Devices	E	48	Repairs & Maintenance	930	1,580	5,000	2,363	7,500	
104	Street Maint/Const Activ	Snow & Ice Control	E	10	Salaries & Wages	16,696	17,431	12,223	13,565	13,684	
104	Street Maint/Const Activ	Snow & Ice Control	E	12	Overtime	26	102	-	82	2,000	
104	Street Maint/Const Activ	Snow & Ice Control	E	20	Personnel Benefits	3,974	4,697	5,637	3,319	6,093	Adj by Finance. Benefits paid with overtime adjustment
104	Street Maint/Const Activ	Snow & Ice Control	E	31	Office & Operating Supplies	3,203	19,040	30,000	17,664	40,000	Salt, sand and De-icer supply
104	Street Maint/Const Activ	Snow & Ice Control	E	40	Interfund Services	12,769	5,425	9,441	5,507	11,490	

104	Street Maint/Const Activ Snow & Ice Control	E	41	Professional Services	9,016	-	2,000	-	2,000	
104	Street Maint/Const Activ Snow & Ice Control	E	44	Taxes & Operating Assessments	-	-	-	-	-	
104	Street Maint/Const Activ Snow & Ice Control	E	48	Repairs & Maintenance	2,770	25,764	2,000	-	2,000	
104	Street Maint/Const Activ Roadside	E	10	Salaries & Wages	-	-	-	-	-	
104	Street Maint/Const Activ Roadside	E	10	Salaries & Wages	181,545	185,378	38,596	77,450	92,325	
104	Street Maint/Const Activ Roadside	E	10	Salaries & Wages						(42,388)
104	Street Maint/Const Activ Roadside	E	10	Salaries & Wages						42,325
104	Street Maint/Const Activ Roadside	E	10	Salaries & Wages						50,000 seasonal employees for veg management and other duties.
104	Street Maint/Const Activ Roadside	E	12	Overtime	127	439	-	266	500	
104	Street Maint/Const Activ Roadside	E	20	Personnel Benefits	-	-	-	-	-	
104	Street Maint/Const Activ Roadside	E	20	Personnel Benefits	16,459	18,153	19,755	11,576	20,762	Adj by Finance. Benefits paid with overtime adjustment
104	Street Maint/Const Activ Roadside	E	31	Office & Operating Supplies	1,914	5,050	5,000	4,194	5,000	
104	Street Maint/Const Activ Roadside	E	31	Office & Operating Supplies	-	-	-	-	-	
104	Street Maint/Const Activ Roadside	E	31	Office & Operating Supplies	-	-	-	-	-	
104	Street Maint/Const Activ Roadside	E	40	Interfund Services	25,538	10,850	18,882	11,015	22,980	
104	Street Maint/Const Activ Roadside	E	41	Professional Services	-	-	-	-	-	
104	Street Maint/Const Activ Roadside	E	41	Professional Services	10,389	6,059	10,000	25,851	15,000	Tree services, etc.
104	Street Maint/Const Activ Roadside	E	44	Taxes & Operating Assessments	-	-	-	-	-	
104	Street Maint/Const Activ Maintenance Administration & E		43	Travel & Training	996	-	1,000	120	1,500	
					<u>1,669,222</u>	<u>3,127,393</u>	<u>2,810,934</u>	<u>978,055</u>	<u>3,530,178</u>	
104 Total					1,880,868	3,340,702	3,095,908	1,145,365	3,973,282	

105	Engineering Plans & Serv Construction Administration & E	10	Salaries & Wages	56,396	57,901	84,582	43,143	94,231	Adj by Finance. Benefits paid with overtime adjustment
105	Engineering Plans & Serv Construction Administration & E	12	Overtime	3,614	1,971	2,923	205	3,000	
105	Engineering Plans & Serv Construction Administration & E	20	Personnel Benefits	29,771	29,854	39,009	19,006	38,455	
105	Engineering Plans & Serv Construction Administration & E	43	Travel & Training	35	-	1,500	139	2,000	
105	Engineering Plans & Serv Construction Administration & E	43	Travel & Training	35	-	1,500	139	2,000	
105	Engineering Plans & Serv Construction Administration & E	44	Taxes & Operating Assessments	-	-	-	-	-	
				89,852	89,726	129,513	62,631	139,686	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	5,427,164	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	200,000	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	500,000	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Roadway	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Sidewalks	E	63	Other Improvements	-	-	-	105,000	
105	Street Maint/Const Activ Sidewalks	E	63	Other Improvements	-	-	-	200,000	
105	Street Maint/Const Activ Sidewalks	E	63	Other Improvements	-	-	-	10,500	
105	Street Maint/Const Activ Sidewalks	E	63	Other Improvements	-	-	-	-	
105	Street Maint/Const Activ Sidewalks	E	63	Other Improvements	-	-	-	-	
				-	-	-	-	6,442,664	
105 Total				89,852	89,726	129,513	62,631	6,582,350	

107	Parks & Recreation	Campgrounds	E	10	Salaries & Wages	137,764	129,108	118,242	79,899	137,755	
107	Parks & Recreation	Campgrounds	E	12	Overtime	189	1,097	-	278	500	
107	Parks & Recreation	Campgrounds	E	20	Personnel Benefits	52,134	42,811	36,769	25,489	36,820	Adj by Finance. Benefits paid with overtime adjustment
107	Parks & Recreation	Campgrounds	E	31	Office & Operating Supplies	18,289	30,247	29,000	12,020	29,000	
107	Parks & Recreation	Campgrounds	E	34	Supplies Purchased for Inventory or I	7,280	7,700	7,000	3,314	7,000	This fund is used to purchase firewood for resale in the campground.
107	Parks & Recreation	Campgrounds	E	40	Interfund Services	19,764	8,126	7,468	4,357	8,329	
107	Parks & Recreation	Campgrounds	E	41	Professional Services	8,445	10,440	15,000	6,888	15,000	This fund covers costs related to the operation of our payment machines
107	Parks & Recreation	Campgrounds	E	44	Taxes & Operating Assessments	1,198	1,411	1,526	875	800	in the campground and boat trailer lot.
107	Parks & Recreation	Campgrounds	E	46	Insurance	739	799	839	935	1,029	
107	Parks & Recreation	Campgrounds	E	47	Utility Services	28,597	37,688	30,000	24,127	31,000	
						274,398	269,427	245,844	158,183	267,233	
107	Central Public Works	Park Facilities	E	62	Buildings & Structures	-	-	-	-	-	
107 Total						274,398	269,427	245,844	158,183	267,233	

108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	25,000
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	50,000
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	350,000
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	150,000
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	900,000
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	-	-	-	-	20,000
108	Parks & Recreation	Park Facilities	E	60	Capital Outlays	487,171	1,087,250	870,000	70,169	-
108	Parks & Recreation	Park Facilities	E	62	Buildings & Structures	-	-	-	-	-
108	Parks & Recreation	Park Facilities	E	62	Buildings & Structures	-	-	-	-	120,000
108	Parks & Recreation	Park Facilities	E	62	Buildings & Structures	-	-	-	-	-
108 Total						487,171	1,087,250	870,000	70,169	1,615,000
						487,171	1,087,250	870,000	70,169	1,615,000

109	Non-Departmental	Public Housing Services	E	41	Professional Services	-	921,707	-	440,736	695,459
109	Non-Departmental	Transfers-Out	E	00	Fund Balances, Nonexpenditures & T	-	-	655,463	-	-
						-	921,707	655,463	440,736	695,459
109 Total						-	921,707	655,463	440,736	695,459

110	Medic/Fire Department	Administration	E	10	Salaries & Wages	74,622	57,144	128,319	77,213	152,264	
110	Medic/Fire Department	Administration	E	12	Overtime	45	148	-	25	-	
110	Medic/Fire Department	Administration	E	20	Personnel Benefits	17,420	19,439	44,748	24,302	56,288	
110	Medic/Fire Department	Administration	E	31	Office & Operating Supplies	-	-	135,000	86,155	142,000	Medical Supplies, pharmaceuticals, medical equipment, rescue equipment, etc.
110	Medic/Fire Department	Administration	E	40	Interfund Services	-	-	215,336	125,613	229,016	
110	Medic/Fire Department	Administration	E	41	Professional Services	67,707	62,289	101,000	42,653	100,000	EMS maintenance contracts, policy software, OpenGov, ESO reporting software, etc. Skagit 911, Cell/Tablet Connectivity, postage.
110	Medic/Fire Department	Administration	E	42	Communication	-	-	33,000	25,737	42,000	
110	Medic/Fire Department	Administration	E	44	Taxes & Operating Assessments	-	-	-	-	-	
110	Medic/Fire Department	Administration	E	46	Insurance	-	-	-	5,452	-	
110	Medic/Fire Department	Ambulance Services	E	10	Salaries & Wages	1,787,630	1,905,604	2,182,498	1,304,085	2,500,214	Includes 2 additional FTE
110	Medic/Fire Department	Ambulance Services	E	12	Overtime	208,077	262,639	199,685	287,915	305,000	
110	Medic/Fire Department	Ambulance Services	E	14	Salaries & Wages - Volunteers	7,616	7,526	54,600	3,621	75,000	
110	Medic/Fire Department	Ambulance Services	E	20	Personnel Benefits	589,165	630,786	809,850	451,916	900,842	Adj by Finance. Includes 2 additional FTE EMS and Rescue Training
110	Medic/Fire Department	Ambulance Services	E	43	Travel & Training	623	7,313	12,000	3,619	11,500	
110	Medic/Fire Department	Ambulance Services	E	44	Taxes & Operating Assessments	-	-	-	-	-	
110	Medic/Fire Department	Ambulance Services	E	49	Miscellaneous	694,326	777,629	766,622	492,196	1,033,106	Ambulance Billing contractual writeoffs GEMT contractual writeoffs
110	Medic/Fire Department	Ambulance Services-Gemt	E	49	Miscellaneous	133,163	178,455	137,158	101,107	179,788	
110	Medic/Fire Department	Fire Control	E	64	Machinery & Equipment	40,445	63,684	-	-	-	Community Paramedic Vehicle
						3,620,839	3,972,657	4,819,815	3,031,608	5,727,017	
110 Total						3,620,839	3,972,657	4,819,815	3,031,608	5,727,017	

112	Non-Departmental	Transfers-Out	E	00	Fund Balances, Nonexpenditures & T	752,973	88,924	-	-	784,077	Impact Fees to 105 (R Ave)
						752,973	88,924	-	-	784,077	
112 Total						752,973	88,924	-	-	784,077	

113	Parks & Recreation	Community Forestlands/Acfl	E	10	Salaries & Wages	28,477	28,994	33,157	9,611	17,655
113	Parks & Recreation	Community Forestlands/Acfl	E	20	Personnel Benefits	8,703	8,994	8,879	4,183	6,782
113	Parks & Recreation	Community Forestlands/Acfl	E	41	Professional Services	22,788	20,953	13,000	25,163	18,000
113	Parks & Recreation	Community Forestlands/Acfl	E	44	Taxes & Operating Assessments	762	1,351	1,069	774	1,200
						60,730	60,292	56,105	39,731	43,637
113 Total						60,730	60,292	56,105	39,731	43,637

135	Planning & Community L Tourism	E	41	Professional Services	216,086	402,324	490,185	210,877	494,435
135	Planning & Community L Tourism	E	46	Insurance					175
135	Planning & Community L Transfers-Out	E	00	Fund Balances, Nonexpenditures & T	-	-	-	15,797	10,000
					216,086	402,324	490,185	226,674	504,610
135 Total					216,086	402,324	490,185	226,674	504,610

335	Non-Departmental	Reet 1 Transfer Out	E	00	Fund Balances, Nonexpenditures & T	-	-	-	-	1,730,500	Reet1 To various funds
						-	-	-	-	1,730,500	
335 Total						-	-	-	-	1,730,500	

401	Non-Departmental	Water Utilities	E	63	Other Improvements	-	-	-	-	300,000	
401	Non-Departmental	Water Utilities	E	63	Other Improvements	-	-	-	-	-	
401	Non-Departmental	Water Utilities	E	63	Other Improvements	-	-	-	-	350,000	
401	Non-Departmental	Water Utilities	E	63	Other Improvements	-	-	-	-	500,000	
401	Non-Departmental	Water Utilities	E	63	Other Improvements	-	-	-	-	309,000	
401	Non-Departmental	Water Utilities	E	63	Other Improvements	-	-	-	-	65,000	
						-	-	-	-	1,524,000	
401	Administration	Water Utilities	E	10	Salaries & Wages	168,693	171,003	171,932	114,835	206,142	
401	Administration	Water Utilities	E	20	Personnel Benefits	50,045	54,167	69,817	37,661	71,029	
401	Administration	Water Utilities	E	31	Office & Operating Supplies	238	357	-	267	1,000	
401	Administration	Water Utilities	E	40	Interfund Services	1,194,839	784,106	991,270	512,094	745,758	
401	Administration	Water Utilities	E	41	Professional Services	162,269	595,571	-	207,380	210,000	
401	Administration	Water Utilities	E	42	Communication	694	953	-	205	1,000	
401	Administration	Water Utilities	E	44	Taxes & Operating Assessments	2,275,985	2,320,222	1,690,449	1,061,774	642,000	
401	Administration	Water Utilities	E	49	Miscellaneous	1,737	132	-	137	-	
401	Administration	Soil & Water Conservation	E	10	Salaries & Wages	17,912	19,086	19,186	11,236	17,675	
401	Administration	Soil & Water Conservation	E	20	Personnel Benefits	10,114	10,241	10,340	5,092	12,256	
401	Administration	Soil & Water Conservation	E	31	Office & Operating Supplies	10,126	712	9,500	141	9,500	
401	Administration	Soil & Water Conservation	E	40	Interfund Services	-	-	-	1,856	-	
401	Administration	Soil & Water Conservation	E	43	Travel & Training	-	-	-	678	1,000	
401	Administration	Soil & Water Conservation	E	44	Taxes & Operating Assessments	-	-	-	-	-	
401	Administration	Description pending	E	70	Debt Service Principal	-	-	3,367,515	-	2,890,279	Long term debt principal
401	Administration	Water Utilities	E	80	Debt Service: Interest & Related Cos	2,328,088	1,070,466	1,469,526	14,922	1,003,700	Long term debt interest
						6,220,740	5,027,015	7,799,535	1,968,279	5,811,338	
401	Engineering Plans & Serv	Water Utilities	E	10	Salaries & Wages	188,602	207,600	265,412	148,789	300,365	
401	Engineering Plans & Serv	Water Utilities	E	12	Overtime	6,788	4,528	4,202	409	4,500	
401	Engineering Plans & Serv	Water Utilities	E	20	Personnel Benefits	90,351	97,415	128,027	61,067	134,592	Adj by Finance. Benefits paid with overtime adjustment
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services	8,417	32,946	35,000	23,426	41,073	
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services					10,000	GIS
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services					20,722	Cartegraph
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services					5,351	Aerials
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services					5,000	Aximgeo
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services					-	
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services					-	
401	Engineering Plans & Serv	Water Utilities	E	41	Professional Services					-	
401	Engineering Plans & Serv	Water Utilities	E	43	Travel & Training	42	357	-	(135)	12,500	
401	Engineering Plans & Serv	Water Utilities	E	43	Travel & Training					10,000	GIS-Cartegraph
401	Engineering Plans & Serv	Water Utilities	E	43	Travel & Training					2,500	Engineering
401	Engineering Plans & Serv	Water Utilities	E	43	Travel & Training					-	
401	Engineering Plans & Serv	Water Utilities	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						294,199	342,846	432,641	233,557	493,030	
401	Water Treatment Plant	Water Treatment Plant	E	10	Salaries & Wages	919,081	927,927	1,050,781	670,112	1,206,173	
401	Water Treatment Plant	Water Treatment Plant	E	10	Salaries & Wages					(1,172,137)	
401	Water Treatment Plant	Water Treatment Plant	E	10	Salaries & Wages					1,156,173	
401	Water Treatment Plant	Water Treatment Plant	E	10	Salaries & Wages					50,000	Seasonal employees
401	Water Treatment Plant	Water Treatment Plant	E	12	Overtime	20,094	30,664	5,208	19,009	-	
401	Water Treatment Plant	Water Treatment Plant	E	20	Personnel Benefits	413,589	403,628	473,844	274,887	444,220	
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies	171,563	181,548	203,000	135,334	278,316	
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies					21,568	Office Supplies
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies					5,000	Plant Operating Supplies
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies					50,000	Plant Equipment Repair & Maintenance
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies					10,000	Plant Pump Maintenance

401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						30,000	Lab Supplies
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						22,000	Process Analyzers
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						20,000	Safety Supplies & Services
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						2,748	Uniforms
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						1,500	HVAC System Filters & Belts
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						10,000	Lubricants
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						12,000	Chemical Feed Pump Replacement Parts
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						20,000	Acti-Flo System Replacement Parts
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						3,500	Misc. pipe fittings and tubing
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						20,000	Replace co-ag feed pumps
401	Water Treatment Plant	Water Treatment Plant	E	31	Office & Operating Supplies						50,000	Finished water meters
401	Water Treatment Plant	Water Treatment Plant	E	32	Fuel Consumed	55	341	500	135	500		
401	Water Treatment Plant	Water Treatment Plant	E	32	Fuel Consumed						500	Propane
401	Water Treatment Plant	Water Treatment Plant	E	34	Supplies Purchased for Inventory or I	352,191	293,521	401,400	166,747	401,400		
401	Water Treatment Plant	Water Treatment Plant	E	34	Supplies Purchased for Inventory or Resale						125,000	Aluminum Sulfate
401	Water Treatment Plant	Water Treatment Plant	E	34	Supplies Purchased for Inventory or Resale						90,000	Sodium Hydroxide
401	Water Treatment Plant	Water Treatment Plant	E	34	Supplies Purchased for Inventory or Resale						42,400	Coag Poly
401	Water Treatment Plant	Water Treatment Plant	E	34	Supplies Purchased for Inventory or Resale						10,000	Coag Sand
401	Water Treatment Plant	Water Treatment Plant	E	34	Supplies Purchased for Inventory or Resale						124,000	Sodium Hypochlorite
401	Water Treatment Plant	Water Treatment Plant	E	34	Supplies Purchased for Inventory or Resale						10,000	Filter Aid Poly
401	Water Treatment Plant	Water Treatment Plant	E	35	Small Tools & Minor Equipment	380	4,925	-	3,780	6,500		
401	Water Treatment Plant	Water Treatment Plant	E	35	Small Tools & Minor Equipment						5,000	Small Tools
401	Water Treatment Plant	Water Treatment Plant	E	35	Small Tools & Minor Equipment						1,500	Minor Equipment
401	Water Treatment Plant	Water Treatment Plant	E	40	Interfund Services	94,378	96,738	67,590	39,427	77,952		
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services	174,655	228,200	225,000	64,564	136,484		& Intergovernment Services
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						2,170	Fire Alarm Monitoring
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						154	Newspaper postings, printing, ads
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						22,413	Wonderware Licensing
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						9,000	Outside Lab: Plant
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						17,000	Outside Lab: Distribution
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						6,000	Laundry Service
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						9,500	SCADA System Support
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						3,000	Allmax OP10
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						27,709	Optimization SEEQ License
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						10,500	Varius - ShakeAlert
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						713	Shiftnote License
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						1,246	Win 911 License
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						4,500	Cartegraph
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						4,000	Intergov: Wastewater Permit (NPDES)
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						15,579	Intergov: DOH Operating Permit
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						500	Intergov: Lab Accreditation
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						1,500	Intergov: Sanitary Survey
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						1,000	Intergov: DOH Project Review Fees
401	Water Treatment Plant	Water Treatment Plant	E	41	Professional Services						-	
401	Water Treatment Plant	Water Treatment Plant	E	42	Communication	22,236	20,896	19,710	13,245	20,010		
401	Water Treatment Plant	Water Treatment Plant	E	42	Communication						8,100	Phone/general communications
401	Water Treatment Plant	Water Treatment Plant	E	42	Communication						11,800	SCADA Modems
401	Water Treatment Plant	Water Treatment Plant	E	42	Communication						110	Postage
401	Water Treatment Plant	Water Treatment Plant	E	43	Travel & Training	11,717	15,288	34,044	11,955	46,579		
401	Water Treatment Plant	Water Treatment Plant	E	43	Travel & Training						10,000	Operator Certification
401	Water Treatment Plant	Water Treatment Plant	E	43	Travel & Training						5,000	Membership, Dues, Subscriptions
401	Water Treatment Plant	Water Treatment Plant	E	43	Travel & Training						2,500	Safety & Health Training
401	Water Treatment Plant	Water Treatment Plant	E	43	Travel & Training						15,000	Software Training

401	Water Treatment Plant	Water Treatment Plant	E	43	Travel & Training						7,254	General Training Materials including REACH 23, WOW, Short school
401	Water Treatment Plant	Water Treatment Plant	E	43	Travel & Training						6,825	AWWA Toronto 3 Employees
401	Water Treatment Plant	Water Treatment Plant	E	44	Taxes & Operating Assessments	-	-	-	-	-		
401	Water Treatment Plant	Water Treatment Plant	E	46	Insurance	59,371	63,410	47,326	41,270	47,326		
401	Water Treatment Plant	Water Treatment Plant	E	46	Insurance						(45,397)	
401	Water Treatment Plant	Water Treatment Plant	E	46	Insurance						47,326	Insurance
401	Water Treatment Plant	Water Treatment Plant	E	47	Utility Services	865,408	943,634	1,039,200	571,575	1,139,200		
401	Water Treatment Plant	Water Treatment Plant	E	47	Utility Services						1,100,000	Electricity
401	Water Treatment Plant	Water Treatment Plant	E	47	Utility Services						36,200	Natural Gas
401	Water Treatment Plant	Water Treatment Plant	E	47	Utility Services						3,000	Solid Waste Disposal
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance	334,027	301,668	285,000	180,720	368,242		Contracted services & supplies
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						500	Office Equipment Maintenance
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						10,000	Plant Pumps Outside Repair
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						70,000	Lagoon Cleaning
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						1,000	Sand & Gravel
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						132,000	Preventive Maintenance & Repairs
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						32,742	HVAC Maintenance and Service Agreements
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						3,500	Overhead Cranes Annual Service
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						50,000	Finish water meters repairs
401	Water Treatment Plant	Water Treatment Plant	E	48	Repairs & Maintenance						68,500	Replace EO&M
401	Water Treatment Plant	Intake Operations	E	10	Salaries & Wages	35,674	33,471	38,663	25,007	43,684		
401	Water Treatment Plant	Intake Operations	E	12	Overtime	837	1,303	260	836	1,500		
401	Water Treatment Plant	Intake Operations	E	20	Personnel Benefits	16,208	15,040	18,273	10,550	17,400		
401	Water Treatment Plant	Intake Operations	E	31	Office & Operating Supplies	2,100	46	8,000	-	8,000		
401	Water Treatment Plant	Intake Operations	E	31	Office & Operating Supplies						3,500	Intake Pumps Repair & Maintenance
401	Water Treatment Plant	Intake Operations	E	31	Office & Operating Supplies						3,500	Structure repairs
401	Water Treatment Plant	Intake Operations	E	31	Office & Operating Supplies						1,000	General operation supplies
401	Water Treatment Plant	Intake Operations	E	35	Small Tools & Minor Equipment	-	413	1,000	-	1,000		
401	Water Treatment Plant	Intake Operations	E	35	Small Tools & Minor Equipment						700	Intake Small Tools
401	Water Treatment Plant	Intake Operations	E	35	Small Tools & Minor Equipment						300	Intake Minor Equipment
401	Water Treatment Plant	Intake Operations	E	40	Interfund Services	94,378	96,738	67,590	39,427	77,952		
401	Water Treatment Plant	Intake Operations	E	41	Professional Services	715	580	20,500	406	1,000		
401	Water Treatment Plant	Intake Operations	E	41	Professional Services						1,000	Intake Porto-Potty Rental
401	Water Treatment Plant	Intake Operations	E	44	Taxes & Operating Assessments	-	-	-	-	-		
401	Water Treatment Plant	Intake Operations	E	47	Utility Services	3,818	4,357	4,200	12,532	4,620		
401	Water Treatment Plant	Intake Operations	E	47	Utility Services						4,620	Intake Electricity
401	Water Treatment Plant	Intake Operations	E	48	Repairs & Maintenance	-	-	20,000	6,769	45,500		
401	Water Treatment Plant	Intake Operations	E	48	Repairs & Maintenance						15,000	Intake General Repairs & Maintenance, Generator Plugin
401	Water Treatment Plant	Intake Operations	E	48	Repairs & Maintenance						20,000	Intake Dike Mowing, Building Maintenance
401	Water Treatment Plant	Intake Operations	E	48	Repairs & Maintenance						10,500	SCADA Programming (QCC)
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies	53,476	74,097	54,000	21,126	54,000		
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies						20,000	Flouride
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies						5,000	Boosters Operating Supplies
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies						5,000	Boosters Lab Supplies
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies						4,000	Boosters Remove & Replace Instrumentation
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies						5,000	Booster Facility Materials & Maintenance
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies						5,000	Booster Site Repairs
401	Water Treatment Plant	Distribution Reservoirs	E	31	Office & Operating Supplies						10,000	Booster Tank Repairs & Maintenance
401	Water Treatment Plant	Distribution Reservoirs	E	35	Small Tools & Minor Equipment	1,355	30	-	131	1,500		
401	Water Treatment Plant	Distribution Reservoirs	E	35	Small Tools & Minor Equipment						1,000	Boosters Small Tools
401	Water Treatment Plant	Distribution Reservoirs	E	35	Small Tools & Minor Equipment						500	Boosters Minor Equipment
401	Water Treatment Plant	Distribution Reservoirs	E	40	Interfund Services	94,378	96,738	67,590	39,427	77,952		

401	Water Treatment Plant	Distribution Reservoirs	E	41	Professional Services	6,039	5,676	41,300	2,477	34,800	
401	Water Treatment Plant	Distribution Reservoirs	E	41	Professional Services						10,000 Boosters SCADA Support
401	Water Treatment Plant	Distribution Reservoirs	E	41	Professional Services						5,000 Fluoride Waste Disposal
401	Water Treatment Plant	Distribution Reservoirs	E	41	Professional Services						3,000 Porto-Potty Rental - Pennsylvania Avenue - Rockridge Booster
401	Water Treatment Plant	Distribution Reservoirs	E	41	Professional Services						3,000 Boosters Pest Control
401	Water Treatment Plant	Distribution Reservoirs	E	41	Professional Services						13,800 Boosters General Professional Services
401	Water Treatment Plant	Distribution Reservoirs	E	47	Utility Services	39,087	52,951	41,500	25,172	55,000	
401	Water Treatment Plant	Distribution Reservoirs	E	47	Utility Services						55,000 Booster Electricity
401	Water Treatment Plant	Distribution Reservoirs	E	48	Repairs & Maintenance	275	556	78,000	-	98,000	
401	Water Treatment Plant	Distribution Reservoirs	E	48	Repairs & Maintenance						5,000 Reservoir Cathodic Protection
401	Water Treatment Plant	Distribution Reservoirs	E	48	Repairs & Maintenance						58,000 Blue Heron Roof Repair
401	Water Treatment Plant	Distribution Reservoirs	E	48	Repairs & Maintenance						5,000 Reservoir Clean & Inspect
401	Water Treatment Plant	Distribution Reservoirs	E	48	Repairs & Maintenance						5,000 Boosters Water Quality Outside Repairs
401	Water Treatment Plant	Distribution Reservoirs	E	48	Repairs & Maintenance						5,000 Booster Pump Outside Repairs
401	Water Treatment Plant	Distribution Reservoirs	E	48	Repairs & Maintenance						20,000 Outside Engineering support
401	Water Treatment Plant	Water Utilities	E	62	Buildings & Structures	-	-	-	-	35,000	
						3,787,085	3,894,387	4,313,478	2,376,622	4,729,810	
401	Water Maintenance	Water Maintenance Administr	E	10	Salaries & Wages	91,099	107,144	69,738	67,278	129,000	
401	Water Maintenance	Water Maintenance Administr	E	10	Salaries & Wages						(80,965)
401	Water Maintenance	Water Maintenance Administr	E	10	Salaries & Wages						50,000 Seasonal employees
401	Water Maintenance	Water Maintenance Administr	E	10	Salaries & Wages						79,000
401	Water Maintenance	Water Maintenance Administr	E	20	Personnel Benefits	26,525	34,020	34,253	20,323	33,031	
401	Water Maintenance	Water Maintenance Administr	E	31	Office & Operating Supplies	355	602	300	41	2,500	
401	Water Maintenance	Water Maintenance Administr	E	31	Office & Operating Supplies						500 Pens, Pencils, notebooks, paper
401	Water Maintenance	Water Maintenance Administr	E	31	Office & Operating Supplies						2,000 Desk, office space, chair for CCS
401	Water Maintenance	Water Maintenance Administr	E	40	Interfund Services	32,870	31,262	30,892	18,021	28,865	
401	Water Maintenance	Water Maintenance Administr	E	41	Professional Services	7,020	8,414	8,100	5,346	10,300	
401	Water Maintenance	Water Maintenance Administr	E	41	Professional Services						3,500 Uniforms
401	Water Maintenance	Water Maintenance Administr	E	41	Professional Services						800 CDL Physical
401	Water Maintenance	Water Maintenance Administr	E	41	Professional Services						5,000 Locate Supplies
401	Water Maintenance	Water Maintenance Administr	E	41	Professional Services						1,000 Locator
401	Water Maintenance	Water Maintenance Administr	E	41	Professional Services						-
401	Water Maintenance	Water Maintenance Administr	E	41	Professional Services						-
401	Water Maintenance	Water Maintenance Administr	E	42	Communication	5,522	7,021	7,500	4,258	7,500	
401	Water Maintenance	Water Maintenance Administr	E	43	Travel & Training	1,521	6,347	4,500	2,649	6,500	
401	Water Maintenance	Water Maintenance Administr	E	43	Travel & Training						500 FA/CPR/BBP classes
401	Water Maintenance	Water Maintenance Administr	E	43	Travel & Training						6,000 Certification training
401	Water Maintenance	Water Maintenance Administr	E	44	Taxes & Operating Assessments	-	-	-	-	-	
401	Water Maintenance	Water Maintenance Administr	E	46	Insurance	122,361	42,050	46,170	48,613	241,355	
401	Water Maintenance	Water Maintenance Administr	E	47	Utility Services	4,378	4,523	4,000	2,424	4,000	Water's utility portion at operations
401	Water Maintenance	Water Transmission System	E	10	Salaries & Wages	79,899	63,152	67,825	64,032	78,339	
401	Water Maintenance	Water Transmission System	E	12	Overtime	68	81	-	86	-	
401	Water Maintenance	Water Transmission System	E	20	Personnel Benefits	27,564	29,501	29,589	17,541	28,060	
401	Water Maintenance	Water Transmission System	E	31	Office & Operating Supplies	4,388	9,065	5,000	4,733	5,000	
401	Water Maintenance	Water Transmission System	E	40	Interfund Services	19,185	16,980	18,282	10,664	19,606	
401	Water Maintenance	Water Transmission System	E	44	Taxes & Operating Assessments	-	-	-	-	-	
401	Water Maintenance	Water Transmission System	E	46	Insurance	1,966	5,674	-	2,762	-	
401	Water Maintenance	Water Transmission System	E	47	Utility Services	3,764	3,560	4,000	1,920	4,000	Electricity for rectifiers
401	Water Maintenance	Water Transmission System	E	48	Repairs & Maintenance	61,737	72,820	35,000	3,534	125,000	
401	Water Maintenance	Water Transmission System	E	48	Repairs & Maintenance						40,000 Repair and maintenance on transmission line
401	Water Maintenance	Water Transmission System	E	48	Repairs & Maintenance						85,000 Cathodic Protection
401	Water Maintenance	Water Distribution System	E	10	Salaries & Wages	363,220	420,908	480,044	249,163	504,746	
401	Water Maintenance	Water Distribution System	E	12	Overtime	523	494	2,586	2,813	-	

401	Water Maintenance	Water Distribution System	E	20	Personnel Benefits	178,197	201,878	208,979	125,062	193,961	
401	Water Maintenance	Water Distribution System	E	31	Office & Operating Supplies	72,448	129,939	126,000	44,945	128,000	
401	Water Maintenance	Water Distribution System	E	31	Office & Operating Supplies						4,000 Operating supplies
401	Water Maintenance	Water Distribution System	E	31	Office & Operating Supplies						64,000 Backflow software
401	Water Maintenance	Water Distribution System	E	31	Office & Operating Supplies						2,000 Repairs to city owned backflow assemblies
401	Water Maintenance	Water Distribution System	E	31	Office & Operating Supplies						50,000 O&M for mains/ARV/PRV
401	Water Maintenance	Water Distribution System	E	31	Office & Operating Supplies						8,000 safety gear/vests/boots/raingear/gloves/hearing protection
401	Water Maintenance	Water Distribution System	E	35	Small Tools & Minor Equipment	4,871	26,671	15,000	6,325	20,000	
401	Water Maintenance	Water Distribution System	E	35	Small Tools & Minor Equipment						15,000 Small tool replacement
401	Water Maintenance	Water Distribution System	E	35	Small Tools & Minor Equipment						5,000 Additional flushing equipment for UDF
401	Water Maintenance	Water Distribution System	E	40	Interfund Services	126,498	118,920	120,491	70,287	128,687	
401	Water Maintenance	Water Distribution System	E	41	Professional Services	-	-	-	571	-	Engineering services
401	Water Maintenance	Water Distribution System	E	44	Taxes & Operating Assessments	-	-	-	-	-	
401	Water Maintenance	Water Distribution System	E	47	Utility Services	536	471	4,000	237	6,000	Electricity for meters/PRVs
401	Water Maintenance	In City Maintenance Of Service	E	10	Salaries & Wages	55,816	76,839	29,491	52,884	32,791	
401	Water Maintenance	In City Maintenance Of Service	E	12	Overtime	68	57	-	61	-	
401	Water Maintenance	In City Maintenance Of Service	E	20	Personnel Benefits	13,176	14,616	15,119	8,963	14,260	
401	Water Maintenance	In City Maintenance Of Service	E	31	Office & Operating Supplies	60,737	254,643	126,000	78,477	128,000	
401	Water Maintenance	In City Maintenance Of Service	E	31	Office & Operating Supplies						8,000 Debris removal
401	Water Maintenance	In City Maintenance Of Service	E	31	Office & Operating Supplies						120,000 Meter/register/radio replacements. Service renewals
401	Water Maintenance	In City Maintenance Of Service	E	40	Interfund Services	78,474	69,727	74,727	43,591	79,607	
401	Water Maintenance	In City Maintenance Of Service	E	41	Professional Services	8,002	85,045	18,000	354	61,380	Meter calibrations, Sensus upgrades
401	Water Maintenance	In City Maintenance Of Service	E	41	Professional Services						29,380 Sensus software as a service agreement
401	Water Maintenance	In City Maintenance Of Service	E	41	Professional Services						32,000 Engineering small projects
401	Water Maintenance	In City Maintenance Of Service	E	44	Taxes & Operating Assessments	-	-	-	-	-	
401	Water Maintenance	Fire Hydrants Maintenance	E	10	Salaries & Wages	21,865	25,675	27,360	8,681	28,758	
401	Water Maintenance	Fire Hydrants Maintenance	E	12	Overtime	33	186	-	199	-	
401	Water Maintenance	Fire Hydrants Maintenance	E	20	Personnel Benefits	18,272	14,754	14,803	8,843	14,998	
401	Water Maintenance	Fire Hydrants Maintenance	E	31	Office & Operating Supplies	26,979	20,820	20,000	1,722	20,000	Fire hydrant maintenance, replacement/repair
401	Water Maintenance	Fire Hydrants Maintenance	E	40	Interfund Services	11,516	10,192	10,974	6,401	11,769	
401	Water Maintenance	Fire Hydrants Maintenance	E	44	Taxes & Operating Assessments	-	-	-	-	-	
401	Water Maintenance	Water Utilities	E	62	Buildings & Structures	-	-	-	-	-	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	1,620,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	-	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	-	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	75,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	420,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	400,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	50,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	212,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	-	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	12,500,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	350,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	625,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	650,000	
401	Water Maintenance	Water Utilities	E	63	Other Improvements	-	-	-	-	650,000	
						1,531,453	1,914,052	1,658,723	983,802	19,648,014	
401 Total						11,833,477	11,178,300	14,204,377	5,562,260	32,206,193	

440	Non-Departmental	Sewer Utilities	E	63	Other Improvements	-	-	-	-	-	
440	Non-Departmental	Sewer Utilities	E	64	Machinery & Equipment	-	-	1,075,000	38	525,000	New Sewer Vac Truck. Approved/Ordered 2022 Delivery 2023
						-	-	1,075,000	38	525,000	
440	Administration	Sewer Utilities	E	10	Salaries & Wages	107,203	107,975	120,904	70,252	137,746	
440	Administration	Sewer Utilities	E	20	Personnel Benefits	46,795	45,614	51,718	27,992	54,943	
440	Administration	Sewer Utilities	E	31	Office & Operating Supplies	238	357	-	254	500	
440	Administration	Sewer Utilities	E	40	Interfund Services	385,686	80,021	115,984	67,657	113,984	
440	Administration	Sewer Utilities	E	41	Professional Services	30,284	45,548	-	20,205	40,000	Utility Billing payment processing fees.
440	Administration	Sewer Utilities	E	41	Professional Services						40,000
440	Administration	Sewer Utilities	E	44	Taxes & Operating Assessments	-	-	-	-	-	
440	Administration	Sewer Utilities	E	46	Insurance	61,984	337,319	369,562	385,377	295,483	
440	Administration	Administration	E	41	Professional Services	11,464	10,625	-	319	10,000	Audit Fees
440	Administration	Administration	E	44	Taxes & Operating Assessments	613,054	670,934	-	312,067	741,432	State Public Utility Tax
440	Administration	Administration	E	44	Taxes & Operating Assessments	613,054	670,934	-	312,067	700,000	
440	Administration	Description pending	E	70	Debt Service Principal	-	-	314,862	-	332,237	Long term debt principal
440	Administration	Sewer Utilities	E	80	Debt Service: Interest & Related Cos	98,666	248,718	298,737	-	283,363	Long term debt interest
						1,968,428	2,218,047	1,271,768	1,196,189	2,709,689	
440	Engineering Plans & Serv	Sewer Utilities	E	10	Salaries & Wages	179,165	179,306	318,568	121,951	363,831	
440	Engineering Plans & Serv	Sewer Utilities	E	12	Overtime	7,071	4,333	5,024	409	5,000	
440	Engineering Plans & Serv	Sewer Utilities	E	20	Personnel Benefits	109,491	117,406	157,542	78,061	162,800	Adj by Finance. Benefits paid with overtime adjustment
440	Engineering Plans & Serv	Sewer Utilities	E	40	Interfund Services	(23,064)	359,876	244,890	122,880	320,396	
440	Engineering Plans & Serv	Sewer Utilities	E	43	Travel & Training	147	-	-	-	2,000	
440	Engineering Plans & Serv	Sewer Utilities	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						272,810	660,920	726,023	323,301	854,027	
440	Waste Water Treatment Administration		E	10	Salaries & Wages	169,732	181,937	201,486	125,214	229,650	
440	Waste Water Treatment Administration		E	12	Overtime	439	175	-	178	200	
440	Waste Water Treatment Administration		E	20	Personnel Benefits	71,656	71,393	75,684	44,279	74,814	Adj by Finance. Benefits paid with overtime adjustment
440	Waste Water Treatment Administration		E	31	Office & Operating Supplies	3,828	4,085	4,200	1,546	12,200	
440	Waste Water Treatment Administration		E	31	Office & Operating Supplies						4,200 Annual Expenses
440	Waste Water Treatment Administration		E	31	Office & Operating Supplies						8,000 Office Furniture
440	Waste Water Treatment Administration		E	41	Professional Services	18,998	30,077	126,155	80,707	102,155	
440	Waste Water Treatment Administration		E	41	Professional Services						10,000 ArcServer GIS
440	Waste Water Treatment Administration		E	41	Professional Services						16,000 Cartegraph
440	Waste Water Treatment Administration		E	41	Professional Services						3,500 LaserFiche
440	Waste Water Treatment Administration		E	41	Professional Services						2,655 Antero
440	Waste Water Treatment Administration		E	41	Professional Services						60,000 Collection System Hydraulic Capacity Study
440	Waste Water Treatment Administration		E	41	Professional Services						10,000 OpenGov
440	Waste Water Treatment Administration		E	42	Communication	13,702	13,149	17,000	9,152	17,000	
440	Waste Water Treatment Administration		E	43	Travel & Training	6,134	16,676	7,500	757	7,500	
440	Waste Water Treatment Administration		E	44	Taxes & Operating Assessments	-	-	-	-	-	
440	Waste Water Treatment Engineering		E	40	Interfund Services	5,658	5,526	5,213	3,041	6,844	
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	10	Salaries & Wages	2,544	3,398	9,314	1,787	10,180	
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	12	Overtime	43	44	347	473	500	
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	20	Personnel Benefits	3,977	4,046	4,144	2,471	4,405	Adj by Finance. Benefits paid with overtime adjustment
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	31	Office & Operating Supplies	2,732	3,355	7,000	4,776	7,000	
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	32	Fuel Consumed	235	231	600	-	600	
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	44	Taxes & Operating Assessments	-	-	-	-	-	
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	47	Utility Services	6,709	7,247	7,500	4,770	8,800	
440	Waste Water Treatment Ferry Terminal Pump Sta. Op.		E	48	Repairs & Maintenance	-	-	1,000	140	1,000	
440	Waste Water Treatment Sewage Pumping Expenses		E	10	Salaries & Wages	64,570	51,065	74,062	34,690	82,829	
440	Waste Water Treatment Sewage Pumping Expenses		E	12	Overtime	3,262	5,617	4,592	1,517	4,500	
440	Waste Water Treatment Sewage Pumping Expenses		E	20	Personnel Benefits	31,801	33,188	32,097	19,521	34,662	Adj by Finance. Benefits paid with overtime adjustment

440	Waste Water Treatment Sewage Pumping Expenses	E	31	Office & Operating Supplies	175,523	163,103	350,000	45,933	362,000		
440	Waste Water Treatment Sewage Pumping Expenses	E	31	Office & Operating Supplies						110,000	Annual O&M
440	Waste Water Treatment Sewage Pumping Expenses	E	31	Office & Operating Supplies						252,000	CFP - Sewer Pump Station Upgrades
440	Waste Water Treatment Sewage Pumping Expenses	E	32	Fuel Consumed	1,384	1,219	3,000	-	3,000		
440	Waste Water Treatment Sewage Pumping Expenses	E	40	Interfund Services	48,093	46,968	44,313	25,849	58,176		
440	Waste Water Treatment Sewage Pumping Expenses	E	44	Taxes & Operating Assessments	-	-	-	-	-		
440	Waste Water Treatment Sewage Pumping Expenses	E	47	Utility Services	66,754	67,100	75,000	46,451	87,400		
440	Waste Water Treatment Sewage Pumping Expenses	E	48	Repairs & Maintenance	90,091	38,973	140,000	8,653	140,000		
440	Waste Water Treatment Sewage Pumping Expenses	E	48	Repairs & Maintenance						15,000	Annual O&M
440	Waste Water Treatment Sewage Pumping Expenses	E	48	Repairs & Maintenance						75,000	SCVV Lid Improvements
440	Waste Water Treatment Sewage Pumping Expenses	E	48	Repairs & Maintenance						20,000	PS Pump and Control Upgrades
440	Waste Water Treatment Sewage Pumping Expenses	E	48	Repairs & Maintenance						30,000	Pump Rebuilds
440	Waste Water Treatment Sewage Treatment Expenses	E	10	Salaries & Wages	470,149	547,147	477,867	310,225	553,889		
440	Waste Water Treatment Sewage Treatment Expenses	E	10	Salaries & Wages						(527,889)	
440	Waste Water Treatment Sewage Treatment Expenses	E	10	Salaries & Wages						527,889	WWTP Staff
440	Waste Water Treatment Sewage Treatment Expenses	E	10	Salaries & Wages						26,000	Temporary Maintenance Position
440	Waste Water Treatment Sewage Treatment Expenses	E	12	Overtime	25,569	27,742	23,771	17,104	43,771		
440	Waste Water Treatment Sewage Treatment Expenses	E	12	Overtime						23,771	Annual Overtime
440	Waste Water Treatment Sewage Treatment Expenses	E	12	Overtime						20,000	Overtime for Maintenance (Not needed if FTE added)
440	Waste Water Treatment Sewage Treatment Expenses	E	20	Personnel Benefits	212,352	214,512	211,529	125,204	228,945		Adj by Finance. Benefits paid with overtime adjustment
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies	146,627	249,836	325,000	143,615	553,000		
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						120,000	Annual O&M
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						50,000	Equipment Upgrades
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						75,000	Equipment Rehabilitation
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						110,000	Secondary Clarifier Drives
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						25,000	Sump Pumps
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						90,000	Aeration Mixers
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						60,000	Odor Control Heat Trace
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						11,000	DO and ORP Probes for Nutrient Removal
440	Waste Water Treatment Sewage Treatment Expenses	E	31	Office & Operating Supplies						12,000	Duct Heaters
440	Waste Water Treatment Sewage Treatment Expenses	E	35	Small Tools & Minor Equipment	2,005	2,443	2,500	399	2,500		
440	Waste Water Treatment Sewage Treatment Expenses	E	40	Interfund Services	16,974	16,577	15,640	9,123	20,533		
440	Waste Water Treatment Sewage Treatment Expenses	E	41	Professional Services	1,560,207	53,883	30,000	48,763	30,000		
440	Waste Water Treatment Sewage Treatment Expenses	E	44	Taxes & Operating Assessments	-	-	-	-	-		
440	Waste Water Treatment Sewage Treatment Expenses	E	47	Utility Services	217,928	232,536	250,000	174,544	298,000		
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance	47,754	159,945	68,000	74,890	339,000		
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						20,000	Annual O&M
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						25,000	Equipment Upgrades
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						15,000	Equipment Rehabilitation
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						100,000	Secondary Clarifier Drive Installation
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						65,000	Odor Control Heat Trace and Insulation Installation
											Outside Plumbing, Equipment Upgrades, Outside Repairs (not needed if
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						50,000	FTE added)
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						56,000	Rehab Concrete Floor in Sodium Hypochlorite Room
440	Waste Water Treatment Sewage Treatment Expenses	E	48	Repairs & Maintenance						8,000	Duct Heater Installation
440	Waste Water Treatment Laboratory Expenses	E	10	Salaries & Wages	247,059	243,631	253,603	152,616	274,616		
440	Waste Water Treatment Laboratory Expenses	E	12	Overtime	9,721	3,960	3,262	1,181	3,262		
440	Waste Water Treatment Laboratory Expenses	E	20	Personnel Benefits	104,252	103,133	104,101	59,218	107,591		Adj by Finance. Benefits paid with overtime adjustment
440	Waste Water Treatment Laboratory Expenses	E	31	Office & Operating Supplies	29,280	60,970	56,500	12,806	39,000		
440	Waste Water Treatment Laboratory Expenses	E	31	Office & Operating Supplies						35,000	Annual O&M
440	Waste Water Treatment Laboratory Expenses	E	31	Office & Operating Supplies						4,000	Equipment Upgrades
440	Waste Water Treatment Laboratory Expenses	E	41	Professional Services	8,647	18,883	19,000	7,334	19,000		
440	Waste Water Treatment Laboratory Expenses	E	41	Professional Services						9,000	Annual Outside Lab Testing

440	Waste Water Treatment Laboratory Expenses	E	41	Professional Services						10,000	Additional Permit Testing for Nutrients
440	Waste Water Treatment Laboratory Expenses	E	44	Taxes & Operating Assessments	-	-	-	-	-		
440	Waste Water Treatment Laboratory Expenses	E	48	Repairs & Maintenance	360	656	850	-	850		
440	Waste Water Treatment Solids Handling Expenses	E	10	Salaries & Wages	203,127	214,511	219,616	130,652	238,874		
440	Waste Water Treatment Solids Handling Expenses	E	12	Overtime	22,567	32,796	9,072	34,851	44,000		
440	Waste Water Treatment Solids Handling Expenses	E	20	Personnel Benefits	101,262	105,732	96,463	71,283	108,370		Adj by Finance. Benefits paid with overtime adjustment
440	Waste Water Treatment Solids Handling Expenses	E	31	Office & Operating Supplies	100,249	123,256	284,500	78,338	212,000		
440	Waste Water Treatment Solids Handling Expenses	E	31	Office & Operating Supplies						150,000	Annual O&M
440	Waste Water Treatment Solids Handling Expenses	E	31	Office & Operating Supplies						27,000	Hg Modules
440	Waste Water Treatment Solids Handling Expenses	E	31	Office & Operating Supplies						35,000	Replace Sludge Feed Pump
440	Waste Water Treatment Solids Handling Expenses	E	32	Fuel Consumed	9,243	19,426	22,000	15,077	32,274		
440	Waste Water Treatment Solids Handling Expenses	E	41	Professional Services	87,811	119,261	85,000	28,386	90,000		
440	Waste Water Treatment Solids Handling Expenses	E	44	Taxes & Operating Assessments	-	-	-	-	-		
440	Waste Water Treatment Solids Handling Expenses	E	47	Utility Services	19,875	19,022	22,000	8,677	22,000		
440	Waste Water Treatment Solids Handling Expenses	E	48	Repairs & Maintenance	74,104	30,099	280,000	3,378	382,000		
440	Waste Water Treatment Solids Handling Expenses	E	48	Repairs & Maintenance						50,000	Annual O&M
440	Waste Water Treatment Solids Handling Expenses	E	48	Repairs & Maintenance						332,000	Expansion Joints
440	Waste Water Treatment Sewer Utilities	E	62	Buildings & Structures	-	-	-	-	-		
440	Waste Water Treatment Sewer Utilities	E	62	Buildings & Structures	-	-	-	-	-		
440	Waste Water Treatment Sewer Utilities	E	62	Buildings & Structures	-	-	-	-	-		
440	Waste Water Treatment Sewer Utilities	E	62	Buildings & Structures	-	-	-	-	-		
440	Waste Water Treatment Sewer Utilities	E	62	Buildings & Structures	-	-	-	-	400,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	1,500,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	252,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	250,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	50,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	-		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	20,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	-		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	500,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	-		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	350,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	200,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	19,500,000		
440	Waste Water Treatment Sewer Utilities	E	63	Other Improvements	-	-	-	-	50,000		
					4,504,988	3,348,528	4,050,480	1,969,569	27,970,888		
440	Sewage Collection Administration	E	10	Salaries & Wages	32,347	48,500	48,411	30,482	55,581		
440	Sewage Collection Administration	E	20	Personnel Benefits	15,520	22,756	22,987	13,459	23,164		
440	Sewage Collection Administration	E	31	Office & Operating Supplies	288	258	750	595	4,000		Consumables, fittings, tools for new jet truck.
440	Sewage Collection Administration	E	40	Interfund Services	5,658	5,526	5,213	3,677	6,844		
440	Sewage Collection Administration	E	41	Professional Services	2,913	2,401	6,000	3,218	6,000		
440	Sewage Collection Administration	E	42	Communication	7,997	9,227	8,000	4,000	8,000		
440	Sewage Collection Administration	E	44	Taxes & Operating Assessments	-	-	-	-	-		
440	Sewage Collection Engineering	E	10	Salaries & Wages	151,256	95,697	224,691	51,068	246,416		
440	Sewage Collection Engineering	E	12	Overtime	1,506	7,469	1,653	3,988	5,000		
440	Sewage Collection Engineering	E	20	Personnel Benefits	96,545	103,335	109,454	68,553	122,274		Finance Adj. Benefits paid with the OT adj
440	Sewage Collection Engineering	E	31	Office & Operating Supplies	13,458	5,954	25,000	363	25,000		
440	Sewage Collection Engineering	E	40	Interfund Services	214,302	210,191	193,018	112,594	248,804		
440	Sewage Collection Engineering	E	44	Taxes & Operating Assessments	-	-	-	-	-		
440	Sewage Collection Sewer Utilities	E	62	Buildings & Structures	-	-	-	-	50,000		
440	Sewage Collection Sewer Utilities	E	63	Other Improvements	-	-	-	-	-		

440	Sewage Collection	Sewer Utilities	E	63	Other Improvements	-	-	-	-	-
						541,789	511,313	645,176	291,995	801,083
440 Total						7,288,015	6,738,808	7,768,447	3,781,093	32,860,687

445	Administration	Storm Drainage Utilities	E	10	Salaries & Wages	62,700	57,437	55,548	32,605	65,291	
445	Administration	Storm Drainage Utilities	E	20	Personnel Benefits	27,467	25,528	26,460	15,132	26,636	
445	Administration	Storm Drainage Utilities	E	31	Office & Operating Supplies	509	427	-	193	750	
445	Administration	Storm Drainage Utilities	E	41	Professional Services	65,607	51,096	40,000	30,490	55,000	NPDES outreach & education, and Action plan monitoring; other Utility
445	Administration	Storm Drainage Utilities	E	42	Communication	335	2,590	1,000	29	1,000	Billing payment processing fees.
445	Storm Drainage System	Administration	E	46	Insurance					17,058	Postage
445	Administration	Storm Drainage Utilities	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						156,619	137,078	123,007	78,449	165,735	
445	Engineering Plans & Serv	Storm Drainage Utilities	E	10	Salaries & Wages	263,015	256,081	282,915	165,467	320,819	
445	Engineering Plans & Serv	Storm Drainage Utilities	E	12	Overtime	7,990	4,528	6,851	614	7,000	
445	Engineering Plans & Serv	Storm Drainage Utilities	E	12	Overtime	7,990	4,528	6,851	614	7,000	
445	Engineering Plans & Serv	Storm Drainage Utilities	E	20	Personnel Benefits	111,888	109,718	139,356	68,151	202,820	Finance Adj. Benefits paid with the OT adj
445	Engineering Plans & Serv	Storm Drainage Utilities	E	43	Travel & Training	76	500	1,000	207	1,000	
445	Engineering Plans & Serv	Storm Drainage Utilities	E	43	Travel & Training	76	500	1,000	207	1,000	
445	Engineering Plans & Serv	Storm Drainage Utilities	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						391,036	375,855	437,972	235,260	539,639	
445	Street Maint/Const Activ	Storm Drainage Utilities	E	10	Salaries & Wages	-	56,241	63,147	38,757	68,124	
445	Street Maint/Const Activ	Storm Drainage Utilities	E	12	Overtime	-	620	690	1,076	-	
445	Street Maint/Const Activ	Storm Drainage Utilities	E	20	Personnel Benefits	-	25,977	26,569	16,009	28,099	
445	Street Maint/Const Activ	Storm Drainage Utilities	E	40	Interfund Services	-	50,519	54,019	31,511	61,011	
445	Street Maint/Const Activ	Storm Drainage Utilities	E	44	Taxes & Operating Assessments	-	-	-	-	-	
						-	133,357	144,425	87,353	157,234	
445	Storm Drainage System	Administration	E	10	Salaries & Wages	17,070	38,432	29,706	18,832	34,631	
445	Storm Drainage System	Administration	E	20	Personnel Benefits	7,986	12,631	12,634	7,445	11,958	
445	Storm Drainage System	Administration	E	41	Professional Services	101,475	31,641	11,000	8,671	26,000	10,000 streets dept. storm Prof services
445	Storm Drainage System	Administration	E	41	Professional Services					5,000 GIS	
445	Storm Drainage System	Administration	E	41	Professional Services					11,000 Cartegraph	
445	Storm Drainage System	Administration	E	41	Professional Services					-	
445	Storm Drainage System	Administration	E	44	Taxes & Operating Assessments	144,778	167,353	117,101	73,992	-	
445	Storm Drainage System	Storm Drainage Maintenance	E	10	Salaries & Wages	128,706	137,955	226,399	59,830	258,572	
445	Storm Drainage System	Storm Drainage Maintenance	E	12	Overtime	2,958	6,911	2,228	2,705	4,000	
445	Storm Drainage System	Storm Drainage Maintenance	E	20	Personnel Benefits	99,037	98,674	99,578	63,274	104,604	Finance Adj. Benefits paid with the OT adj
445	Storm Drainage System	Storm Drainage Maintenance	E	40	Interfund Services	108,800	113,484	81,757	44,158	109,995	
445	Storm Drainage System	Storm Drainage Maintenance	E	41	Professional Services	1,318	1,036	1,000	1,709	2,000	
445	Storm Drainage System	Storm Drainage Maintenance	E	41	Professional Services					2,000	
445	Storm Drainage System	Storm Drainage Maintenance	E	43	Travel & Training	117	180	3,500	1,049	3,500	
445	Storm Drainage System	Storm Drainage Maintenance	E	44	Taxes & Operating Assessments	-	-	-	-	-	
445	Storm Drainage System	Storm Drainage Maintenance	E	48	Repairs & Maintenance	55,233	22,003	25,000	20,506	25,000	
445	Storm Drainage System	Natural Resources	E	60	Capital Outlays	-	-	250,000	47,338	-	
445	Storm Drainage System	Natural Resources	E	63	Other Improvements	-	-	-	-	210,000	
						667,479	630,300	859,904	349,509	790,261	
445 Total						1,215,133	1,276,590	1,565,308	750,571	1,652,869	

450	Sanitation Services	Solid Waste Utilities	E	43	Travel & Training	-	-	-	-	-	
450	Sanitation Services	Administration	E	10	Salaries & Wages	174,334	205,935	207,317	123,401	233,044	
450	Sanitation Services	Administration	E	20	Personnel Benefits	83,395	97,778	100,967	55,649	105,662	
450	Sanitation Services	Administration	E	31	Office & Operating Supplies	2,297	2,529	4,000	1,475	4,000	
450	Sanitation Services	Administration	E	40	Interfund Services	201,435	13,005	19,130	11,159	19,821	
450	Sanitation Services	Administration	E	41	Professional Services	40,226	82,072	100,000	31,286	100,000	Legal, Finance, Laserfiche, A AVE landfill, Processing,
450	Sanitation Services	Administration	E	42	Communication	3,790	3,929	4,000	2,138	4,000	
450	Sanitation Services	Administration	E	43	Travel & Training	-	395	2,000	-	2,000	
450	Sanitation Services	Administration	E	44	Taxes & Operating Assessments	-	-	-	-	-	
450	Sanitation Services	Administration	E	46	Insurance	1,712	25,445	27,956	28,837	-	
450	Sanitation Services	Administration	E	46	Insurance						(30,297)
450	Sanitation Services	Administration	E	46	Insurance						-
450	Sanitation Services	General Solid Waste Activities	E	10	Salaries & Wages	456,336	459,978	519,961	286,471	585,274	
450	Sanitation Services	General Solid Waste Activities	E	12	Overtime	1,281	2,060	7,373	2,657	7,000	
450	Sanitation Services	General Solid Waste Activities	E	20	Personnel Benefits	242,923	253,762	260,994	157,013	286,243	Finance Adj. Benefits paid with the OT adj
450	Sanitation Services	General Solid Waste Activities	E	31	Office & Operating Supplies	18,560	76,844	2,000	258	4,000	Clothing
450	Sanitation Services	General Solid Waste Activities	E	34	Supplies Purchased for Inventory or I	-	5,241	8,000	-	8,000	Prepaid bags
450	Sanitation Services	General Solid Waste Activities	E	40	Interfund Services	574,982	875,583	900,753	512,075	798,736	
450	Sanitation Services	General Solid Waste Activities	E	41	Professional Services	16,730	27,512	38,500	1,848	38,500	
450	Sanitation Services	General Solid Waste Activities	E	44	Taxes & Operating Assessments	640,705	669,513	689,674	307,479	-	
450	Sanitation Services	General Solid Waste Activities	E	47	Utility Services	2,320,772	2,402,903	2,438,500	1,324,206	2,600,000	
450	Sanitation Services	Garbage/Solid Waste	E	60	Capital Outlays	-	-	30,000	39,476	45,000	
450	Sanitation Services	Garbage/Solid Waste	E	60	Capital Outlays						45,000 Dumpsters
450	Sanitation Services	Garbage/Solid Waste	E	64	Machinery & Equipment	-	-	-	-	45,000	
						4,779,479	5,204,482	5,361,126	2,885,425	4,886,280	
450 Total						4,779,479	5,204,482	5,361,126	2,885,425	4,886,280	

501	Central Public Works	Facility Engineering	E	64	Machinery & Equipment	-	-	-	-	25,000	
501	Central Public Works	Motor Pool Vehicles/Public Wr	E	64	Machinery & Equipment	-	-	-	-	-	
						-	-	-	-	25,000	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	10	Salaries & Wages	28,327	52,696	48,462	30,099	56,588	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	20	Personnel Benefits	18,038	22,847	22,980	13,427	22,406	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	31	Office & Operating Supplies	2,815	1,977	3,000	860	3,500	Copier rental, paper and office supplies.
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	35	Small Tools & Minor Equipment	-	60	1,000	-	1,500	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	40	Interfund Services	85,544	126,767	82,991	43,699	123,495	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	41	Professional Services	10,690	15,730	30,500	9,698	50,000	Facility repairs, maintenance and improvements.
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	42	Communication	2,819	3,993	4,000	2,994	5,000	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	43	Travel & Training	-	633	1,000	-	2,500	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	44	Taxes & Operating Assessments	83	220	-	90	-	
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	47	Utility Services	19,329	23,298	29,300	18,783	32,000	
											Facility repairs, maintenance and improvements. Fence to secure backyard.
501	Vehicle & Equipment Fle	Centralized Public Works Admi	E	48	Repairs & Maintenance	1,240	566	5,000	52	25,000	
501	Vehicle & Equipment Fle	Mechanical Shops	E	10	Salaries & Wages	13,238	5,106	11,035	643	9,208	
501	Vehicle & Equipment Fle	Mechanical Shops	E	12	Overtime	13	7	-	26	-	
501	Vehicle & Equipment Fle	Mechanical Shops	E	20	Personnel Benefits	5,411	3,033	4,950	1,943	4,386	
501	Vehicle & Equipment Fle	Mechanical Shops	E	31	Office & Operating Supplies	5,226	4,149	3,000	2,739	5,000	
501	Vehicle & Equipment Fle	Mechanical Shops	E	35	Small Tools & Minor Equipment	5,085	5,267	4,000	393	20,500	
501	Vehicle & Equipment Fle	Mechanical Shops	E	35	Small Tools & Minor Equipment						18,000 New 4 post lift for the shop, replacing 46 year old hoist
501	Vehicle & Equipment Fle	Mechanical Shops	E	35	Small Tools & Minor Equipment						2,500 other shop equipment
501	Vehicle & Equipment Fle	Mechanical Shops	E	44	Taxes & Operating Assessments	-	-	-	-	-	
501	Vehicle & Equipment Fle	Mechanical Shops	E	46	Insurance	2,417	2,827	-	3,180	524	
501	Vehicle & Equipment Fle	Mechanical Shops	E	48	Repairs & Maintenance	1,702	-	5,000	-	7,000	shop repairs, maintenance and improvements
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	10	Salaries & Wages	15,687	23,315	31,320	15,909	37,245	
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	12	Overtime	13	14	-	52	250	
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	20	Personnel Benefits	16,085	12,972	14,893	8,051	19,768	Finance Adj. Benefits paid with the OT adj
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	31	Office & Operating Supplies	364	135	300	31	500	
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	41	Professional Services	1,376	2,768	2,500	1,337	2,500	
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	42	Communication	2,132	1,765	4,000	1,267	4,000	
											Mechanic training, Ladder truck and new Hydro excavator coming will need training. 2 years of covid slowed training opportunities
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	43	Travel & Training	331	576	2,000	46	5,000	
501	Vehicle & Equipment Fle	Equipment Rental Administrat	E	44	Taxes & Operating Assessments	-	-	-	-	-	
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	10	Salaries & Wages	254,007	189,490	262,480	129,257	263,922	
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	12	Overtime	233	97	1,718	355	2,000	
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	20	Personnel Benefits	129,259	92,090	124,681	57,093	140,613	Finance Adj. Benefits paid with the OT adj
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	31	Office & Operating Supplies	513	626	700	58	1,250	gloves, chemicals etc
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	32	Fuel Consumed	202,289	292,413	400,000	260,689	500,000	
											New ladder truck and hydro truck and garbage may require new tools. New use of this bars. Hoist inspections. and all outside repairs on equipment.
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	35	Small Tools & Minor Equipment	6,099	3,887	6,000	1,965	8,000	
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	41	Professional Services	11,298	5,254	7,500	740	50,000	
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	44	Taxes & Operating Assessments	-	-	-	-	-	
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	46	Insurance	50,823	60,698	-	65,369	-	
501	Vehicle & Equipment Fle	Equipment Rental Operations	E	48	Repairs & Maintenance	308,722	407,200	325,000	217,528	350,000	All parts, Tires, Oil, ETC
501	Vehicle & Equipment Fle	Facility Engineering	E	63	Other Improvements	-	-	-	-	-	
501	Vehicle & Equipment Fle	Facility Engineering	E	63	Other Improvements	-	-	-	-	-	
501	Vehicle & Equipment Fle	Motor Pool Vehicles/Public Wr	E	60	Capital Outlays	-	-	1,438,000	358,751	1,362,000	Vehicles and Equipment ER Funded Replacements.
501	Vehicle & Equipment Fle	Motor Pool Vehicles/Public Wr	E	60	Capital Outlays						55,000 Replace #004 2009 Police Admin vehicle
501	Vehicle & Equipment Fle	Motor Pool Vehicles/Public Wr	E	60	Capital Outlays						70,000 Replace #011 2010 Police Patrol car
501	Vehicle & Equipment Fle	Motor Pool Vehicles/Public Wr	E	60	Capital Outlays						150,000 Replace 1-903 APD Generator move from 2022. unit ordered.
501	Vehicle & Equipment Fle	Motor Pool Vehicles/Public Wr	E	60	Capital Outlays						360,000 Replace 513 2015 Roll-off Truck for solid waste

501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						450,000	Replace 514 2016 Front load Garbage truck
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						60,000	Replace 115 2007 Parks Pickup truck
										Replace 155 2004 Parks pickup. Transmission bad move forward from
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						60,000	2022. none available
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						35,000	Replace 711A 2011Parks 72" mower
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						25,000	Replace #835 2003 Streets Asphalt roller
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						12,000	Replace #13923 2004 Streets Walk behind painter
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						10,000	Replace #13926 2009 Streets Walk behind painter driver
										Replace #209 1997 with Wildfire truck. Partially received in 2022 more
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	60	Capital Outlays						75,000	will come in 2023. truck and parts ordered.
501	Vehicle & Equipment Fle Motor Pool Vehicles/Public Wt E	63	Other Improvements							
				-	-	-	-	-		
				1,201,206	1,362,475	2,877,311	1,247,124	3,115,655		
501 Total				1,201,206	1,362,475	2,877,311	1,247,124	3,140,655		

611	Medic/Fire Department	Pension & Other Benefit Paym E	20	Personnel Benefits	30,344	27,821	31,257	24,463	-
611	Medic/Fire Department	Administration	41	Professional Services	11,650	3,400	15,000	12,125	-
					41,994	31,221	46,257	36,588	-
611 Total					41,994	31,221	46,257	36,588	-
Grand Total					55,986,421	60,921,617	76,036,301	36,430,681	129,807,503



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 8.a.

Agenda Item Title: Contract Award: Unit-Priced Electrical Services 2023-2025 #23-007-FAC-001

Staff Contact(s): Henry Hash

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
TIFFANY MATSON	Contract Award

Item Summary: City staff seeks City Council consent to award a contract in the amount of \$350,000.00 to Veca Electric & Technologies to perform the Unit-Priced Electrical Services 2023-2025. This contract is usable by all city departments to have unplanned repair/non-project related electrical work done, and is not for known or pre-planned projects. Costs will be within each department's approved operating budget.

Background:

1. **History:** [RCW 35.23.352](#) authorizes the City to use a unit-priced contracts for "...public works which are anticipated on a recurring basis to meet the business or operational needs of the agency.." By having an on-call unit-priced contract in place gives the City the legal protections of a signed contract and will allow us to move more swiftly when the need for an electrician arises.
2. **Key Terms:**
 - The total value of all Work Orders issued by the City shall not exceed \$350,000.00.
 - Contract is not to exceed a total of four (4) years or \$350,000.00, whichever comes first.
3. **Competitive Bidding:** On October 26, 2022 the City [solicited bids](#) for the subject project through the small works roster process, with a bid submittal deadline of November 10, 2022. One bid was received by the bid deadline from Veca Electric & Technologies who was determined to be the lowest responsible bidder.

Budget Impact:

Contractor	Veca Electric & Technologies
Contract Amount	\$350,000.00
BARS #	001.713.518.30.41
Budget Amendment Required?	No
Start Date	1/1/2023
End Date	12/31/2025

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 23-007-FAC-001 with Veca Electric & Technologies in the amount of \$350,000.00 to perform the Unit-Priced Electrical Services 2023-2025.

Alternative Actions: Not award the contract.

Attachments (listed in order presented):

1. 23-007-FAC-001



CONTRACT #23-007-FAC-001
AGREEMENT WITH
VECA ELECTRIC & TECHNOLOGIES

This Contract is between the City of Anacortes, Washington, a Municipal Corporation (herein after referred to as "City") and Veca Electric & Technologies, a private contractor at 3950 Hammer Drive, Suite 109, Bellingham, WA 98226 (herein after referred to as "Contractor").

PROJECT
Unit-Priced Electrical Services 2023-2025

1. **Scope of Work:** Contractor shall furnish all materials, equipment and labor perform the subject project in accordance with and as described in the City of Anacortes Invitation to Bid entitled Unit-Priced Electrical Services #23-007-FAC-001" issued October 26, 2022, which is hereby incorporated by reference and made a part hereof.
2. **Work Orders:** The City will issue a work order for each project, which will include specific work instructions. The Contractor is expected to perform the work on the dates and times identified and as agreed to in the work order. The Contractor must clarify any questions or ambiguities in any work order prior to performance. The City is not required to pay for any work performed without the prior authorization or approval of the City.
3. **Compensation:** The total value of all Work Orders issued by the City shall not exceed **Three Hundred Fifty Thousand Dollars (\$350,000.00)**, which includes all labor, materials, applicable sales tax based on work location, standard freight, and administrative overhead for the project. Compensation shall be by Unit Price for each of the categories of work, as well as the parts and materials markup, as noted in the Contractor's bid proposal which is incorporated by reference and attached hereto as Exhibit A. Before any payment is made by the City of Anacortes of sums under this contract, the contractor must provide a copy of the statement of *Intent to Pay Prevailing Wage* approved by the Department of Labor and Industries. Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the contractor will be retained.
4. **Bonds:** Pursuant to RCW 39.08.010, the Contractor shall provide the City a performance bond and payment bond for the full contract amount to be in effect as detailed in the incorporated General Provisions. The City may at its option release the bonds once all the conditions of RCW 39.08.010-1a have been discharged.
5. **Contract Term:** The period of this Contract shall be for a period of three years from January 1, 2023-December 31, 2025. The City may, at its option, extend the Contract for one (1) additional year. Contract extension shall be automatic, and shall go into effect without written confirmation, unless the City provides advance notice of the intention to not renew. Contract is not to exceed a total of four (4) years or \$350,000.00, whichever comes first.
6. **Project Management:** Coordination and scheduling of the work, materials, and equipment shall be made with the Project Manager Mac Jackson, (360) 299-1961.
7. **Contract Requirements:** Contractor must have a contractor license number, insurance, and City of Anacortes business license. **Prevailing Wage Law Applies.** Forms Needed: 1) Proof of Insurance with Additional Insured Endorsement (see General Provisions); 2) Intent to Pay Prevailing Wage; 3) Affidavit of Wages Paid; 4) Performance Bond; 5) Payment Bond; 6) Certification of Compliance with Wage Payment Statutes.
8. **Contract Documents:** The attached General Provisions, referenced Invitation to Bid, and Exhibit A are included in this Contract Agreement.

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents. Each of the persons signing below on behalf of any party hereby represents and warrants that they are signing with full and complete authority to bind the party on whose behalf of whom they are signing, to each and every term of this Agreement.

City:

City of Anacortes

Mayor

Date

Contractor:

VECA Electric & Technologies

Date

Contractor License #

1. WASHINGTON STATE PREVAILING WAGES

Washington State Prevailing Wages apply to all Work. The Contractor and any of its Subcontractors are required to pay their laborers and mechanics minimum wage in compliance with Washington State Prevailing Wage Laws.

- a) Before any payment can be made by the City, Contractor and any subcontractors must file a "Statement of Intent to Pay Prevailing Wages" with L&I and provide a copy of the L&I approved Intent to the City Contract Specialist. Contractor will pay promptly, when due, all wages accruing to its employees. Intents will be filed annually by the Contractor at the start date of each new **CONTRACT** year.
- b) Before full or partial payment of the final invoice for the Contract year expiring can be made to the Contractor, an "Affidavit of Wages Paid" must be filed with L&I by the Contractor and any subcontractors within fifteen (15) days of all work performed during the Contract year just completed. A copy of the L&I approved Affidavit must be provided to the City Contract Specialist. Affidavits will be filed annually by the Contractor to cover wages paid for the **CONTRACT** year just expired.
- c) For the first year of the Contract, Contractor shall pay its workers the applicable prevailing wage rates in effect upon the date of execution of the contract. At the end of the first contract year, and each successive year thereafter, Contractor shall adjust the prevailing wages paid to its employees to recognize and follow the most recent increases promulgated by L&I, if any. L&I updates prevailing wage rates every March and September. Any adjusted rates shall be reflected on the Intent filed for the new contract year.
- d) Subsequent to any prevailing wage adjustments, the Unit Prices shall be adjusted on each anniversary date to reflect any changes in labor cost based on the most recent prevailing wage rates. For any adjustment in the established Unit Prices due to Contractor wage revisions, Contractor must submit the cost of wage increases to City for adjustment of the rates that will be paid to the Contractor for work in the new contract year. Prior to City issuing a Modification to adjust unit pricing, Contractor must submit sufficient cost details to City documenting the number of hours, or expected hours, to be worked by employees receiving the new prevailing wage rate, if any, and a formula for determining the resulting increase in the overall unit prices. City is not liable for rate increases proposed by the Contractor that are not consistent with the original Contractor estimates.
- e) In compliance with WAC 296-127, Contractor is required to pay L&I the appropriate filing fee with each Intent and Affidavit submitted to that department for certification. These fees are incidental to the Contract.
- f) For contracts in excess of \$10,000, the contractor must post in a conspicuous place at the job site, a copy of the statement of Intent to Pay Prevailing Wages approved by the Department of Labor and Industries and the address and phone number of the Industrial Statistician where complaints or inquiries may be made. The City will refer any dispute regarding the prevailing rate of wage to the Department of Labor and Industries for arbitration.
- g) The State of Washington prevailing wage rates applicable for this public works project, which is located in Skagit County, may be found at the following website address of the Department of Labor and Industries: <https://secure.lni.wa.gov/wagelookup/>. A copy of the applicable prevailing wage rates are also available for viewing at the office of the City, located at 904 6th Street, Anacortes, WA. Upon request, the City will mail a hard copy of the applicable prevailing wages for this project.

At least once a month Contractor must file weekly certified payroll reports online with the Washington Department of Labor and Industries as required by RCW 39.12.120.

2. Performance and Payment Bonds. The City is required by RCW 39.08.010, with limited exceptions, to obtain both a Performance and a Payment bond for each public works project. The City requires separate Performance and Payment bonds for 100% of the contract amount furnished on bond forms standardized by the City Attorney's office. The bonds must meet the following provisions:

- Be for the full amount of the project, including tax.
- Name City of Anacortes as the obligee.
- List the correct Project Name and Project Number.
- Be signed by both the surety (the Attorney in Fact) and the Contractor.
- Be issued by a surety authorized to do business in the State of Washington (listed on the Insurance Commissioners website) and which meets the AM Best Rating required in the Contract Documents. If no requirement exists, a minimum of AM Best Rating A-7 or better will be required.

Release of Bonds

Bonds will not be released until the project has been completed and finally accepted.

Performance Bonds – Performance Bonds will be released at the end of the warranty period or twelve months after the date of final acceptance, whichever is later. The City may at its option release the bond once all the conditions of RCW 39.08.010-1a have been discharged.

Payment Bonds – Payment Bonds will be released either 45 days after final acceptance of the project or upon receipt of releases from the Washington Department of Revenue, Washington Employment Security Department, and the Washington Department of Labor and Industries, whichever is later. Release is contingent on the fact that no claims against the bond have been filed prior to the 45 day mark. If claims have been filed against the bond, it will not be released until the claims have been resolved.

3. **Retainage.** Pursuant to RCW Chapter 60.28, a sum of five percent (5%) of the monies earned by the Contractor will be retained. **The Contractor is encouraged to provide a Retainage Bond.** The bond must be furnished on a bond form standardized by the City Attorney's office and issued by a surety currently authorized by the State Insurance Commissioner to do business in Washington State. Retainage will be released **45 days after final acceptance**, provided that the following has occurred:

- a) All liens placed against the project have been released. For projects over \$35,000, releases from the Washington Department of Revenue, Washington Employment Security Department, and the Washington Department of Labor and Industries will also be required.
- b) Affidavits of Wages paid for the final correct contract amount are approved and on file for the Contractor and any subcontractors.
- c) Worker's Compensation Premiums for the Contractor and any subcontractors are current.

4. **Subcontracts.** The Contractor shall not subcontract the Scope of Work ("Work") unless the Project Manager approves in writing. If the Project Manager requests, the Contractor shall provide proof that the Subcontractor has the experience, ability, and equipment the Work requires. "Subcontractor" means an individual, partnership, firm, corporation, or joint venture who is sublet part of the Contract by the Contractor. Each request to subcontract shall include the following information (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 subcontractor, (iv) proposed subcontract price, (v) identification of the percentage of work to be performed by subcontract. Approval of subcontract shall not:

- a) Relieve the Contractor of any responsibility to carry out the Contract,
- b) Relieve the Contractor of any obligations or liability under the Contract and the Contractor's bond,
- c) Create any contract between the City and the Subcontractor, or
- d) Convey to the Subcontractor any rights against the City.

As required by RCW 39.06.020, the Contractor must verify responsibility criteria for each first tier subcontractor, and a subcontractor of any tier that hires other subcontractors must verify responsibility criteria for each of its subcontractors. Verification is to include that, at the time of subcontract execution, each subcontractor meets the responsibility criteria listed in RCW 39.04.350(1) and additionally - if applicable - possesses an electrical contractor license or an elevator contractor license. This verification requirement, as well as the responsibility criteria, must be included in every public works contract and subcontract of every tier. The Contractor shall give immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or Contractor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the City.

If dissatisfied with any part of the subcontracted Work, the Project Manager may request in writing that the Subcontractor be removed. The Contractor shall comply with this request at once and shall not employ the Subcontractor for any further Work under the Contract.

5. **Job Safety & COVID-19 Safety Requirements Compliance.** The Contractor, and its subcontractors of any tier, shall comply with all Washington Dept. of Labor & Industries safety standards, as well as comply with all current and future COVID-19 proclamations, regulations, requirements and/or related guidance issued by the Office of the Governor of Washington State and Office of the Mayor of the City of Anacortes as it may relate to City of Anacortes projects.

6. **Taxes.** The City will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Contractor must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Contractor's gross or net income, or personal property to which the City does not hold title. The City is exempt from Federal Excise Tax. Where applicable the City shall furnish a Federal Excise Tax Exemption certificate.

7. **Invoicing.** All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Contract Title, Contract Number, Work Order number or title, and Price, or Amended Price. **The Contractor must issue separate invoices per work order completed.** The Contractor must allow 30 calendar days from receipt of the invoice for payment. Invoices may be sent by US mail to City of Anacortes, Accounts Payable, P O Box 547, Anacortes WA 98221, or by email to accountspayable@cityofanacortes.org. Contractors may complete a City furnished ACH/EFT form to receive electronic payments directly to their financial institution. The City shall notify the Contractor within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. The Contractor 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. **Withholding Payment.** In the event the City determines that the Contractor has failed to perform any obligation under this Contract within the times set forth in this Contract, then the City may withhold from amounts otherwise due and payable to Contractor the amount determined by the City as necessary to cure the default, until the Contracting Officer determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to terminate or damages, provided that the City promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than 8 days after it determines to withhold amounts otherwise due. A determination of the City Attorney set forth in such notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord

with the provisions of the Disputes clause of this Contract. The City may act in accordance with any determination of the City Attorney which has become conclusive under this clause, without prejudice to any other remedy under the Contract, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount so paid or incurred from amounts due to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Contractor by reason of good faith withholding by the City under this clause.

9. Final Payment: Waiver of Claim. The contractor's acceptance of final payment (excluding withheld retainage) shall constitute a waiver of claims, except those previously and properly made and identified by the contractor as unsettled at the time request for final payment is made.

10. Inspection.

A. Of the Work: All materials furnished and work done shall be subject to inspection. The City Project Manager administering the Contract shall at all times have access to the work wherever it is in progress or being performed, and the Contractor shall provide proper facilities for such access and inspection. Such inspection shall not relieve the Contractor of the responsibility of performing the work correctly, utilizing the best labor and materials in strict accordance with the Specifications of the Contract. All material or work approved and later found to be defective shall be replaced without cost to the City.

B. Project Manager's Authority: The Project Manager shall have power to reject materials or workmanship which do not fulfill the requirements of these Specifications, but in case of dispute the Contractor may appeal to the City Attorney whose decision shall be final. The Contract shall be carried out under the general control of the representative of the City administering the Contract, who may exercise such control over the conduct of the work as may be necessary, in his or her opinion, to safeguard the interest of the City. The Contractor shall comply with any and all orders and instructions given by the representative of the particular Department administering the Contract in accordance with the terms of the Contract. Nothing herein contained, however, shall be taken to relieve the Contractor of his/her obligations or responsibilities under the Contract.

11. New and Unused. All units, equipment, parts and material shall be new, unused, manufacturer's current model year and in current production and shall meet any current applicable regulations and/or codes. All materials shall have physical and chemical properties to withstand the intended purpose. Equipment design shall have sufficient excess capacity for durability and safety.

12. Warranty. The Contractor shall return to the project and repair or replace all defects in workmanship and material discovered within one year after Final Acceptance of the Work, including any necessary labor and materials. The Contractor shall start work to remedy any such defects within 7 calendar days of receiving City's written notice of a defect, and shall complete such work within the time stated in the City's notice. In case of an emergency, where damage may result from delay or where loss of services may result, such corrections may be made by the City's own forces or another contractor, in which case the cost of corrections shall be paid by the Contractor. In the event the Contractor does not accomplish corrections within the time specified, the work will be otherwise accomplished and the cost of same shall be paid by the Contractor. For one year after acceptance of any corrections by the City the Contractor shall be responsible for correcting all defects in workmanship and materials in the corrected work. In addition, the Contractor shall obtain and submit to the City any necessary documentation to secure any extended manufacturer's warranty and warranty terms. This guarantee is supplemental to and does not limit or affect the requirements that the Contractor's work comply with the requirements of the Contract or impact any other legal rights or remedies of the City.

13. Indemnification / Hold Harmless. The Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. However, 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 Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor'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 section shall survive the expiration or termination of this Agreement.

14. Insurance.

A. Insurance Term: The Contractor shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Contractor's work through the term of the contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

B. No Limitation: The Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor 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: The Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.

2. Commercial General Liability insurance shall be as least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. **The City of Anacortes and its officers, elected officials, employees, agents, and volunteers shall be named as an additional insured** under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
3. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

D. Minimum Amounts of Insurance: The Contractor 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 \$2,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.

E. City Full Availability of Contractor Limits: If the Contractor 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 Contractor, irrespective of whether such limits maintained by the Contractor 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 Contractor.

F. Other Insurance Provision: The Contractor'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 Contractor's insurance and shall not contribute with it.

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

H. Verification of Coverage: The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Contractor **within 10 days of contract execution and before scheduling of the work**. Upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

I. Subcontractors' Insurance: The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

J. Notice of Cancellation: The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two (2) business days of their receipt of such notice.

K. Failure to Maintain Insurance: Failure on the part of the Contractor 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 Contractor 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 Contractor from the City.

15. Acceptance. Contractor acknowledges and agrees that these General Provisions are incorporated in, and are a part of, each purchase order or other agreement relating to the provision of goods and/or related services by Contractor. These General Provisions supersede all conflicting or additional terms pre-printed on any purchase order, Bid, invoice, or otherwise set forth on any release, acknowledgement, confirmation, requisition, work order, shipping instruction, specification and similar document or communication.

16. Registered or Licensed Contractor. The City is prohibited by RCW 39.06.010 from executing an Agreement with a Contractor who is not registered or licensed as required by the laws of the state. In addition, Anacortes Municipal Code requires that every person engaging in business within the city limits of Anacortes register their business with the state and include a City of Anacortes Endorsement. Businesses from outside city limits with a gross annual income of \$2,000 in Anacortes are also required to obtain a city endorsement. Business licenses and city endorsements can be obtained through the State of Washington Department of Revenue (DOR) Business Licensing Service (BLS) at bls.dor.wa.gov.

17. Standard Title VI / Non-Discrimination Assurances. During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest agrees to the clauses in "Appendix A" and "Appendix E" of the Standard Title VI Assurances (USDOT1050.2A), which are hereby incorporated by reference and made a part hereof.

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

19. No Third-Party Beneficiary Rights. This Agreement is not intended to and shall not be construed to give any Third Party any interest or rights (including, without limitation, any Third-Party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby, except as otherwise expressly provided for in this Agreement.

20. The City's Right to Terminate Agreement.

A. Termination for Default: If the Contractor 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 Contractor 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 Contractor shall not be entitled to receive any further payments under the Agreement until the Scope of Services under this Agreement 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 Contractor. The Contractor 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 Contractor 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 Contractor shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work through the date of termination. If the City exercises its option under this Paragraph, the City shall not be responsible for payment 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.

21. Changes/Additional Work. The City may engage Contractor to perform services in addition to those listed in this Agreement, and Contractor 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 Contractor 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.

22. 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.

23. Covenant Against Contingent Fees. The Contractor warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement, and that they have not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Contractor, 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.

24. Disputes

A. General: Differences between the Contractor 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 Contractor 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 City, or (2) the happening of any event or occurrence, unless the Contractor 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 Contractor 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. Contractor 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 Contractor 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 Contractor 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 Contractor arising out of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and the Contractor 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.

25. **Force Majeure.** Neither party shall be liable to the other or deemed in breach or default for any failure or delay in performance under this Agreement during the time and to the extent its performance is prevented by reasons of Force Majeure. For the purposes of this Agreement, Force Majeure means an occurrence that is beyond the reasonable control of and without fault or negligence of the party claiming force majeure and which, by exercise of due diligence of such party, could not have been prevented or overcome. Force Majeure shall include natural disasters, including fire, flood, earthquake, windstorm, avalanche, mudslide, and other similar events; acts of war or civil unrest when an emergency has been declared by appropriate governmental officials; acts of civil or military authority; freight embargoes; epidemics; pandemics; quarantine restrictions; labor strikes; boycotts; terrorist acts; riots; insurrections; explosions; and nuclear accidents. A party claiming suspension or termination of its obligations due to force majeure shall give the other party prompt written notice of the impediment and its effect on the ability to perform, with such notice to be provided no more than two (2) working days after the force majeure event or reasonable discovery of the event's impact on performance. Failure to provide such notice shall preclude recovery under this provision. 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 Contractor shall have no recourse against the City.

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. **Compliance with Laws.** The Contractor 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. Contractor will follow all applicable laws and requirements for excavation and disposal of material.

28. **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.

29. **Survival of Contract Termination.** The provisions of the following paragraphs, the provisions of the non collusion affidavit, and the liability of the Contractor for default during the term of the Contract shall survive, notwithstanding the termination or invalidity of this Contract for any reason: Taxes; Warranty; The City's Right to Terminate Contract; Governing Law; Indemnification / Hold Harmless; Disputes.

30. **Notices.** Receipt of any notice shall be deemed effective three days after deposit of written notice in the U.S. mail, with proper postage and properly addressed. Notices shall be sent to the following addresses:

CITY:

City of Anacortes
Tiffany Matson
904 6th Street
PO Box 547
Anacortes, WA 98221

CONTRACTOR:

VECA Electric & Technologies
Jesse Ward
3950 Hammer Drive
Suite 109
Bellingham, WA 98226



Unit-Priced Electrical Services 2023-2025
#23-007-FAC-001
Attachment B – Bid Proposal

The following Bid Proposal lists Work items and quantities that will be used for calculating a total Bid amount to determine the low Bidder. The Bidder must write its loaded unit prices, extension calculations, and the total Bid price. All costs to perform the Work as specified must be reflected in the Bid Proposal. After the Bid opening, the City will verify the mathematical accuracy with respect to the extensions of unit Bid prices and the total Bid price. The Contract will be awarded to the lowest responsible and responsive Bidder.

The stated unit Bid quantities will specifically not be a part of the resultant Contract documents. The City does not represent or warrant to the Bidder that the actual Work provided under this Contract will be consistent with unit quantities that may be assigned by the City for purposes of determining the low Bidder. The actual Work provided under this Contract may vary substantially from the City-assigned unit quantities used to determine the basis of award, and the winning Bidder is not entitled to any adjustment in its unit prices as a result of any variation, no matter how significant, between the actual Work completed and unit quantities used for purposes of determining the basis of award.

1. BIDDER INFORMATION

Company Name: VECA Electric and Technologies

Email: Service@veca.com

Date: November 02, 2022

Address of Bidder: 3950 Hammer DR. #109, Bellingham, WA 98226

Telephone No.: (360) 988-1756

WA Labor and Industries Account No.: 570-279-00

Contractor's License No.: VECAEET821OQ

UBI No.: 601-190-731

2. BID PROPOSAL FORM

Having carefully examined all specifications prepared by the City of Anacortes, as well as the premises and conditions affecting the work, the Undersigned proposes to furnish all labor, equipment, and materials and perform all work, in accordance with the terms & conditions and prevailing wage requirements, which price is hereby designated as to the total proposal price for all necessary work.

All labor rates to be calculated from the arrival time at the job site to the completion of work – No travel time to be included.

Item No.	Description	Qty	Unit	Unit Price
A) NORMAL BUSINESS HOURS				
1	Journeyman Electrician, per hour Straight Time	1	HR	\$ 160.00
2	Journeyman Electrician W/Service Truck	1	HR	\$ 175.00
3	Service Vehicle & Tools, per hour	1	HR	\$ 15.00
B) AFTER HOURS, HOLIDAYS, OVERTIME				
4	Journeyman Electrician, per hour	1	HR	\$ 270.00
5	Journeyman Electrician W/Service Truck	1	HR	\$ 300.00
6	Service Vehicle & Tools, per hour	1	HR	\$ 15.00
C) EMERGENCY CALL OUTS				
7	Journeyman Electrician, per hour	1	HR	\$ 160.00
8	Journeyman Electrician W/Service Truck	1	HR	\$ 175.00
9	Service Vehicle & Tools, per hour	1	HR	\$ 15.00
Subtotal:				\$ 1,285.00
Sales Tax at 8.8% tax rate:				\$113.08
TOTAL BID:				\$ 1,398.08

OTHER: Parts and Materials Cost Plus (+) 25 %

MANDATORY - WE (I) WILL PROVIDE ELECTRICAL SERVICES WITHIN 2 HRS/DAYS FROM RECEIPT OF ORDER & AT PRICES & TERMS SPECIFIED UNLESS OTHERWISE NOTED. **MAXIMUM TWO (2) BUSINESS DAYS.**

MANDATORY - *EMERGENCY CALL-OUT SERVICES* WILL BE PROVIDED WITHIN 60 MINUTES/HRS FROM RECEIPT OF ORDER. **MAXIMUM SIXTY (60) MINUTES.**

3. ADDENDA: Bidder acknowledges review of all Addenda through No. _____

NOTE: Failure to acknowledge any issued Addenda may render proposal non-responsive and therefore void. It is the sole responsibility of the Contractor to learn of Addendum, if any. Addendums will be posted on the City's website at www.anacorteswa.gov/Bids.aspx.

4. COMPLIANCE WITH SPECIFICATIONS

The proposed equipment must fully comply with the Scope of Work to qualify as a responsive bid. Bidder must attach additional information or pages listing all deviations and substitutions or proposed "as equal" component to the specifications which are included with this Bid. A completed list of proposed deviations and substitutions will be required to enable the City to evaluate whether the proposed items comply with the requirements of the specifications, to be determined by the City in the City's sole discretion.

5. LIMITATION OF DAMAGES

The Bidder:

a) agrees not to bring any Claim against the City or any of its employees, advisers, or representatives for damages in excess of an amount equivalent to the reasonable costs incurred by the Bidder in preparing its Bid for any matter in respect of this ITB, including:

- I. if the City accepts a non-compliant Bid or otherwise breaches (including breach of material terms) the terms of this ITB; or
- II. if the Project is modified, suspended, or cancelled for any reason (including modification of the scope of the Project or modification of this ITB or both) or the City exercises any rights under this ITB; and

b) waives any and all Claims against the City or any of its employees, advisers, or representatives for loss of anticipated profits or loss of opportunity if no agreement is made between the City and the Bidder for any reason, including:

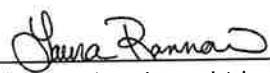
- I. if the City accepts a non-compliant Bid or otherwise breaches (including breach of material terms) the terms of this ITB; or
- II. If the Project is modified, suspended, or cancelled for any reason (including modification of the scope of the Project or modification of this ITB or both) or the City exercises any rights under this ITB.

6. NON-COLLUSION DECLARATION

By signing the signature page of this proposal, I declare, under penalty of perjury under the laws of the United States, that the following statement is true and correct:

- 1. That my firm, association or corporation has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
- 2. That by signing the signature page of this proposal, I am deemed to have signed and to have agreed to the provisions of this declaration.

7. AUTHORIZATION

I,  Laura Rannow (sign and print name)
authorize the above bid and I have the authority to enter into contracts on behalf of the business or other entity I represent.

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Washington State Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Washington State Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Washington State Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Washington State Department of Transportation may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment,

unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Washington State Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 8.b.

Agenda Item Title: 2023-2025 Cartegraph Solutions and Subscription Agreement
#23-006-IDS-001

Staff Contact(s): ROBERT HOXIE, Henry Hash

Approved for Submittal to Council by **Action Type**
TIFFANY MATSON Contract Award

Item Summary: City staff seeks City Council consent to award a contract in the amount of \$215,744.36 to Cartegraph Systems LLC for the 2023-2025 Cartegraph Solutions and Subscription Agreement services.

Background:

1. **History:** This is a multi-year maintenance contract for the Cartegraph software used to track all public works utilities. The city has been using this software since 2016 to track all our public works assets and work orders. The city gets a 5% discount (each year) for entering into a 3 year deal rather than a year by year contract.
2. **Key Terms:**
 - The term of the agreement is for 3 years.
 - The cost per year, plus tax, is as follows:
 1. 2023 = \$70,139.01
 2. 2024 = \$71,897.19
 3. 2025 = \$73,708.16
3. **Competitive Bidding:** This work is considered a Personal Service and as such does not require competitive bidding.

Budget Impact:

Contractor	Cartegraph Systems LLC
Contract Amount	\$215,744.36
BARS #s	001.260.532.10.41

	104.712.542.10.41 401.712.534.00.41 440.750.535.14.41 445.770.531.10.41
Budget Amendment Required?	No
Start Date	1/21/2023
End Date	1/20/2026

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 23-006-IDS-001 with Cartegraph Systems LLC in the amount of \$215,744.36 for the 2023-2025 Cartegraph Solutions and Subscription Agreement.

Alternative Actions: Not approve the contract.

Attachments (listed in order presented):

1. 23-006-IDS-001



City of Anacortes

Cartegraph Solutions

Master Agreement

Master Agreement: MA-22-04986
Date Prepared: 11/15/2022
Date of Expiration: 1/20/2023

For any questions or assistance, please contact:

Heather Henderson
Sales Account Manager
Phone: (303) 359-8327
Mobile: +1 3033598327
Email: heatherhenderson@cartegraph.com

Cartegraph Systems LLC
3600 Digital Drive
Dubuque, IA 52003-8962

<http://www.cartegraph.com>

Toll Free: (800) 688-2656
Phone: (563) 556-8120
Fax: (563) 556-8149

Master Agreement

Cartegraph Systems LLC is pleased to present this Master Agreement for its world-class technology solutions. This Master Agreement is made and entered into between City of Anacortes (hereinafter referred to as "City of Anacortes", or "Customer") and Cartegraph Systems LLC (hereinafter referred to as "Cartegraph"), each referred to as a "Party" or collectively as the "Parties" and is effective when fully executed by both Parties ("Effective Date").

This Master Agreement 1) will exclusively govern Customer's access to and use of Solution Subscriptions and/or Solution Services; 2) is the complete and sole understanding and agreement between Parties, and supersedes any oral or written proposal, agreement, or other communication between the Parties; 3) may only be modified or amended in writing as permitted herein; 4) is governed by the terms and conditions of the Cartegraph Solutions Agreement (Addendum A), unless (i) otherwise set forth herein, or (ii) there is an applicable written Customer Agreement executed by the Parties that directly references this Master Agreement, for the Solutions referenced in this Master Agreement. Any inconsistency between the documents shall be resolved by giving precedence to 1) a Customer Agreement (if applicable), 2) this Master Agreement, and 3) the Cartegraph Solutions Agreement.

The term of this Master Agreement shall begin on the Effective Date and continue until it is terminated as permitted herein. The duration of time specified in the Investment Summary of this Master Agreement shall be the "Initial Term." Subsequently executed Sales Orders under this Agreement may add additional Solution Subscriptions and/or Solution Services to the Initial Term as well as renew the Solution Subscriptions and/or Solution Services for successive periods, each a "Renewal Term."

BY EXECUTING OR REFERENCING THIS MASTER AGREEMENT, THE PARTIES ACKNOWLEDGE THAT THEY HAVE REVIEWED THE TERMS AND CONDITIONS SET FORTH HEREIN AND ANY EXHIBITS, AND THE PARTIES AGREE TO BE LEGALLY BOUND BY SUCH AGREEMENT.

CUSTOMER ADDRESS:

City of Anacortes
904 6th Street
Anacortes, Washington
98221

LICENSEE ADDRESS:

City of Anacortes
904 6TH St
Anacortes, Washington
98221

The following Addendums are attached to this Master Agreement and are incorporated by reference:

ADDENDUM A - SOLUTIONS AGREEMENT, CITY OF ANACORTES, WA, MODIFIED 11/04/2022
ADDENDUM B - SERVICES SCOPE OF WORK
ADDENDUM C - Not Used
ADDENDUM D - Not Used
ADDENDUM E - CARTEGRAPH OMS EDITIONS
ADDENDUM F - Not Used

Investment Summary

The following represents the requested Solution Subscriptions and/or Solution Services along with their related durations (Terms).

Term 01 - 1/21/2023 - 1/20/2024 -
Subscription

No.	Product	Code	Quantity	Price
1	OMS Premium	OMSPRM	1	USD 8,505.84
2	OMS User	OMSUSR	100	USD 24,000.00
3	Facilities Domain	DOM001	1	USD 1,893.36
4	Sanitary Sewer Domain	DOM005	1	USD 1,893.36
5	Stormwater Domain	DOM007	1	USD 1,893.36
6	Transportation Domain	DOM008	1	USD 1,420.02
7	Walkability Domain	DOM009	1	USD 473.34
8	Water Distribution Domain	DOM010	1	USD 1,893.36
9	Water Treatment Plant Domain	DOM011	1	USD 1,893.36
10	SeeClickFix (Full)	SCF-Full	1	USD 10,000.00
11	Orange Advantage - Small 55 Hours Annually	CGORNGSML	1	USD 10,600.00
Term 01 - 1/21/2023 - 1/20/2024 - Subscription TOTAL:				USD 64,466.00

Term 02 - 1/21/2024 - 1/20/2025 -
Subscription

No.	Product	Code	Quantity	Price
1	OMS Premium	OMSPRM	1	USD 8,761.02
2	OMS User	OMSUSR	100	USD 24,720.00
3	Facilities Domain	DOM001	1	USD 1,950.16
4	Sanitary Sewer Domain	DOM005	1	USD 1,950.16
5	Stormwater Domain	DOM007	1	USD 1,950.16
6	Transportation Domain	DOM008	1	USD 1,462.62
7	Walkability Domain	DOM009	1	USD 487.54
8	Water Distribution Domain	DOM010	1	USD 1,950.16
9	Water Treatment Plant Domain	DOM011	1	USD 1,950.16
10	SeeClickFix (Full)	SCF-Full	1	USD 10,300.00
11	Orange Advantage - Small 55 Hours Annually	CGORNGSML	1	USD 10,600.00
Term 02 - 1/21/2024 - 1/20/2025 - Subscription TOTAL:				USD 66,081.98

Term 03 - 1/21/2025 - 1/20/2026 -
Subscription

No.	Product	Code	Quantity	Price
1	OMS Premium	OMSPRM	1	USD 9,023.85
2	OMS User	OMSUSR	100	USD 25,461.60
3	Facilities Domain	DOM001	1	USD 2,008.67
4	Sanitary Sewer Domain	DOM005	1	USD 2,008.67
5	Stormwater Domain	DOM007	1	USD 2,008.67
6	Transportation Domain	DOM008	1	USD 1,506.50
7	Walkability Domain	DOM009	1	USD 502.17
8	Water Distribution Domain	DOM010	1	USD 2,008.67
9	Water Treatment Plant Domain	DOM011	1	USD 2,008.67
10	SeeClickFix (Full)	SCF-Full	1	USD 10,609.00
11	Orange Advantage - Small 55 Hours Annually	CGORNGSML	1	USD 10,600.00
Term 03 - 1/21/2025 - 1/20/2026 - Subscription TOTAL:				USD 67,746.47

Summary By Term - Includes Services & Subscriptions

Total Term 1	USD 64,466.00
Total Term 2	USD 66,081.98
Total Term 3	USD 67,746.47

Investment Notes:

- Any Customer Purchase Order, Contract, and/or Agreement must reference Cartegraph Master Agreement: MA-22-04986.
- Purchasing the Solutions presented herein through any alternative procurement method will require a revised price proposal which may include an associated price adjustment.
- Prices may include discounts, concessions, or incentives that are only applicable to this transaction and should not be assumed for future purchases.
- Prices do not include any taxes that may apply at the time of invoicing. If applicable, any such taxes are the responsibility of Customer and will appear on the respective invoice.
- Prices do not include any applicable Esri ArcGIS licenses.
- Prices are in U.S. Dollars (\$USD).
- Prices for the Initial Term are valid only if this Master Agreement is executed by 1/20/2023.
- The preprinted terms of a purchase order or any other similar document will not apply to or modify this Master Agreement or any other mutually agreed upon autorenewal thereof.

Payment

In consideration for the Solutions provided by Cartegraph to Customer, Customer agrees to pay Cartegraph the Fees as described below:

DELIVERY

Upon execution of this Master Agreement, Cartegraph will provide the Solution Subscriptions and/or Solution Services as detailed in the Investment Summary.

SOLUTION SERVICES SCHEDULING

Solution Services will be scheduled and delivered upon your acceptance of this Master Agreement, which will be considered your notification for Cartegraph to proceed. Customer agrees to work with Cartegraph to schedule Services in a timely manner. All undelivered Services shall expire 365 days from the signing of this Master Agreement unless indicated differently in the Investment Notes.

SOLUTION SUBSCRIPTION INVOICING

Customer shall be provided with the ability to access and use the Solution Subscriptions upon execution of this Master Agreement. The payment for the initial term is due upon execution of the Master Agreement. Payment for any subsequent renewal terms will be due in annual installments as specified herein and prior to the anniversary of the initial term in the amount(s) that follow:

- Term 1: \$64,465.99
- Term 2: \$66,081.98
- Term 3: \$67,746.47

SOLUTION SERVICES INVOICING

Upon acceptance of this Master Agreement, invoicing for the Solution Services shall occur as follows:

- Invoicing shall occur upon the execution of this Agreement.

PAYMENT

- All payments are due Net 30 days from date of invoice.
- All payments are to be in U.S. Dollars (\$USD).
- For customers within the United States, any applicable taxes required at the time of invoice will be determined based on the laws and regulations of the taxing authority(s) governing the "Customer Address" identified herein.

Acceptance

BY SIGNING BELOW, EACH PARTY AGREES THAT 1) ITS SIGNATORY HAS THE AUTHORITY TO BIND THEIR PARTY TO THIS OBLIGATION, AND 2) THAT ALL USE AND ACCESS TO THE SOLUTION SUBSCRIPTION AND/OR SOLUTION SERVICES DESCRIBED HEREIN SHALL BE GOVERNED BY THE TERMS AND CONDITIONS IN THE FOLLOWING ORDER OF PRECEDENCE A) A CUSTOMER AGREEMENT (IF APPLICABLE), B) THIS MASTER AGREEMENT AND ALL AGREEMENTS AND ADDENDUMS SPECIFICALLY REFERENCED HEREIN, AND C) THE CARTEGRAPH SOLUTIONS AGREEMENT.

Cartegraph Systems LLC:

By: _____
(Signature)

(Print Name)

Title: _____

Date: _____

City of Anacortes:

By: _____
(Signature)

Matt Miller

(Print Name)

Title: Mayor _____

Date: _____

ADDENDUM A: SOLUTIONS AGREEMENT

City of Anacortes, WA, Last Modified: 11/04/2022

This Cartegraph Solutions Agreement (“Agreement”) is a contract between Cartegraph Systems LLC, a Delaware corporation, having its principal place of business at 3600 Digital Drive, Dubuque, Iowa 52003 (“Cartegraph”) and City of Anacortes, (the “Customer”). Cartegraph and Customer may be referred to in this Agreement collectively as the “parties” or individually as a “party.”

Cartegraph provides certain hosted operations management and asset management solutions (the “Cartegraph Solutions” or “Solutions”). Customer desires to purchase a subscription to access and use certain of the Cartegraph Solutions for Customer’s own internal use and operations.

This Agreement sets forth the terms and conditions under which Cartegraph will agree to provide Customer with a subscription to access and use those Solutions specified in written Purchase Agreements referencing this Agreement entered into by Cartegraph and Customer (each, a “Purchase Agreement”) and perform those services specified in each Purchase Agreement (the services provided by Cartegraph under this Agreement, including the services made available through the Solutions, the “Services”). All access to and use of the Solutions and the performance of all Services are subject to the terms of this Agreement.

This Agreement includes any Purchase Agreement entered into by the parties referencing this Agreement and any written Addendum attached to a Purchase Agreement, including descriptions of any Solutions or Services (each, an “Addendum”), all of which are hereby incorporated into and made a part of this Agreement. Unless you later enter into any other Agreement with Cartegraph regarding the Solutions and Services, this Agreement is the complete and exclusive statement of the agreement between the parties and supersedes any proposal or prior agreement, oral or written, and any other communications between the parties, in relation to the subject matter of this Agreement. Terms used in this Agreement will have the definitions given in this Agreement or, if not defined in this Agreement, will have their plain English (US) meaning.

PLEASE CAREFULLY READ THIS AGREEMENT. BY ACCEPTING THIS AGREEMENT, THROUGH THE EXECUTION OF A PURCHASE AGREEMENT THAT REFERENCES THIS AGREEMENT, OR BY CLICKING A BOX THAT STATES THAT YOU ACCEPT OR AGREE TO THIS AGREEMENT, YOU AGREE THAT YOU HAVE READ AND AGREE TO BE BOUND BY THIS AGREEMENT. IF YOU DO NOT AGREE TO THIS AGREEMENT, OR DO NOT MEET THE QUALIFICATIONS INCLUDED IN THIS AGREEMENT OR ANY PURCHASE AGREEMENT, CARTEGRAPH IS NOT WILLING TO PROVIDE YOU, AS CUSTOMER, WITH ACCESS TO OR USE OF CARTEGRAPH SOLUTIONS OR SERVICES, AND YOU MUST NOT ACCESS OR USE CARTEGRAPH SOLUTIONS OR SERVICES. IF YOU ACCESS OR USE CARTEGRAPH SOLUTIONS OR SERVICES, YOU ACKNOWLEDGE THAT YOU MEET THE QUALIFICATIONS INCLUDED IN THIS AGREEMENT AND ANY PURCHASE AGREEMENT AND AGREE TO BE BOUND BY THE TERMS AND CONDITIONS HEREIN.

1. TERM.

The term of this Agreement shall begin upon the execution of an initial Purchase Agreement under this Agreement and, unless earlier terminated as permitted herein, shall continue for the period of time specified in that Purchase Agreement (“Initial Term”). The execution of any subsequently added Purchase Agreement under this Agreement shall not extend the Initial Term unless otherwise expressly stated in that Purchase Agreement. After the Initial Term identified in the Master Agreement, the Customer, at its option, may renew the Agreement for successive additional 1 year renewal terms (each, a “Renewal Term”) by providing written notice to Cartegraph at least 60 days before the end of the current term; provided, however, that such renewal notice shall not renew the Agreement if Cartegraph provides Customer with notice of non-renewal at least 60 days before the end of such then current term.

2. SOLUTIONS.

2.1 Functionality.

The Solutions will include the functionality described in the applicable Purchase Agreement or Addendum for each Solution. Cartegraph may from time to time update, change, or revise the functionality of the Solutions, provided the functionality of the Solutions is not materially decreased from that described in the applicable Purchase Agreement or Addendum to a Purchase Agreement.

2.2 Subscription.

Subject to the terms and conditions of this Agreement, during the term of this Agreement Cartegraph will provide Customer with a non-exclusive, non-transferable, and non-sublicensable subscription to allow employees and independent contractors of Customer (“Users”) to access and use the Solutions, solely for purposes of Customer’s own internal use and operations. If Customer has purchased a per-user subscription, as indicated in the applicable Purchase Agreement, only the finite number of subscriptions indicated in each applicable Purchase Agreement have been purchased by Customer and only that finite number of Users may access and use the Solutions at any given time. If Customer has purchased an unlimited subscription, as indicated in the applicable Purchase Agreement, all Users associated with Customer are permitted to access and use the Solutions at any given time. In either case, the subscription applies only to the Users and does not allow access to or use of the Solutions by any affiliated entities or organizations, or any other entity unless approved in advance by Cartegraph in writing.

2.3 Access.

Customer may access the Solutions solely through the account established for Customer (an “Account”). Customer will be permitted to establish user identifications and passwords through which individual Users may access the Solutions through Customer’s Account (“User IDs”). Each User ID is issued to a specific User and may be used only by that User. Customer will ensure that all information about each User provided to Cartegraph in connection with establishing each User ID is accurate and complete and will maintain that information as accurate and complete throughout the term of this Agreement. Customer is and will remain solely responsible for all use of the Solutions by any User and for compliance by each User with the applicable terms of this Agreement. If Customer authorizes an independent contractor or consultant as a User, in addition to being responsible for such independent contractor’s or consultant’s actions as a User, Customer shall also require such independent contractor or consultant to agree to terms at least as protective of the Solutions as those contained in this Agreement prior to being granted access to the Solutions. Customer will ensure the

security and confidentiality of each User ID and will use commercially reasonable efforts to prevent unauthorized access to or use of the Solutions. Customer will notify Cartegraph promptly of any such unauthorized access or use of the Solutions or if any User ID is lost, stolen, or otherwise compromised. Customer acknowledges that Customer is and will remain fully responsible for all costs, fees, liabilities, or damages incurred through any access to or use of the Solutions through Customer's Account or by any User (whether lawful or unlawful) and that any Services used or transactions facilitated through Customer's Account or under any User ID will be deemed to have been completed by Customer. In no event will Cartegraph be liable for the foregoing obligations or any failure by Customer to fulfill such obligations.

2.4 Restrictions.

The Solutions, the software, hardware, databases, and other technology used by or on behalf of Cartegraph to provide the Solutions (the "Cartegraph Technology"), and their structure, organization, and underlying data, information, and source code, constitute valuable trade secrets of Cartegraph and its licensors. As a condition to the use of and access to the Solutions, Customer will not, and will not permit any User or other third party to: (a) access or use the Solutions except as expressly permitted by this Agreement; (b) access or use the Cartegraph Technology directly, except through the Solutions as expressly provided in this Agreement; (c) use the Solutions in any unlawful or illegal manner or in any other manner that could damage, disable, overburden or impair the Cartegraph Technology; (d) use automated scripts to collect information from or otherwise interact with the Cartegraph Technology; (e) alter, modify, reproduce, create derivative works of the Cartegraph Technology; (f) distribute, sell, resell, lend, loan, lease, license, sublicense, transfer, or otherwise make available the Solutions or any of Customer's rights to access or use the Solutions or any Service to any third party; (g) reverse engineer, disassemble, decompile, or otherwise attempt to derive the source code or method of operation of or any trade secrets embodied in the Cartegraph Technology; (h) attempt to circumvent or overcome any technological protection measures intended to restrict access to any portion of the Cartegraph Technology; (i) use the Cartegraph Technology for purposes of monitoring their availability, performance or functionality, or for any other benchmarking, business intelligence, data mining, or competitive purposes; or (j) interfere in any manner with the operation or hosting of the Cartegraph Technology.

2.5 Third Party Offerings.

Customer agrees and acknowledges that certain portions of the Solutions may be provided by third-party providers ("Third-Party Offerings"). Customer's access to and use of any Third-Party Offering is also subject to any other agreement separate from this Agreement that Customer may enter into (or may have entered into) relating to those Third-Party Offerings ("Third Party Terms"). In addition to the terms of this Agreement, access to and use of each Third-Party Offerings is also subject to the terms and conditions of any Third-Party Terms applicable to that Third-Party Offering. Except as set forth in this Agreement, any applicable Third-Party Terms will control in the event of a conflict between the terms of this Agreement and those Third-Party Terms. Except as expressly set forth in any Third-Party Terms, You are granted no licenses or rights, whether by implication, estoppel, or otherwise, in or to any Third Party Offerings.

3. SERVICES.

If Customer enters into a Purchase Agreement, including any applicable Addendum specifying any of the following Services, Cartegraph will use commercially reasonable

efforts to provide those Services to Customer during the term of this Agreement. All such Services are provided subject to the terms and conditions of this Agreement. Cartegraph has no obligation to provide any of the following Services unless specified in a Purchase Agreement or Addendum to this Agreement.

3.1 On-Site Installation Services.

Cartegraph will provide Customer with deployment and installation Services for the Solutions if indicated in a Purchase Agreement ("On-Site Installation Services"). On-Site Installation Services will be subject to scheduling in cooperation with Customer.

Customer will provide all equipment and hardware stated in such Purchase Agreement, and any additional equipment and hardware reasonably necessary for the operation of the Solutions. Customer shall be responsible for maintaining the equipment and hardware, which shall include providing sufficient resources (e.g., electricity, HVAC, or other resources) necessary for the equipment and hardware to properly operate.

Cartegraph's warranties and indemnification obligations contained in this Agreement shall be limited to the extent that such obligation arises from Customer's equipment and hardware. Customer shall coordinate with Cartegraph to provide Cartegraph with the level of access to the equipment and hardware to perform On-Site Installation Services and any other Services as specified in a Purchase Agreement. Unless otherwise specified in a Purchase Agreement, Cartegraph shall have no obligation to perform the On-Site Installation Services, or any other Services, on Customer's premises. If Cartegraph determines that it is necessary to perform any Services on Customer's premises, Cartegraph shall first receive approval from Customer prior to performing such Services on Customer's premises. Cartegraph shall have no responsibility to Customer for any liability to the extent that such liability arises from Customer's failure to provide Cartegraph sufficient or timely access to the equipment or hardware.

Customer understands that Customer does not receive any rights to the Cartegraph Technology separate and apart from Customer's right to access the Solutions installed on-site by Cartegraph as described in this Agreement. If Customer requires additional rights to access the Solutions, Customer shall obtain Cartegraph's prior written consent. Upon termination or expiration of this Agreement, Customer will immediately either return to Cartegraph or, at Cartegraph's discretion, destroy any Cartegraph Technology then in Customer's possession or control and certify in writing signed by an officer of Customer that it has fully complied with the foregoing obligations.

3.2 Support Services.

Cartegraph will provide Customer with support Services for the Solutions as specified in Addendum A if such Addendum is attached to a Purchase Agreement ("Support Services").

3.3 Field Services.

Cartegraph will provide Customer with the field implementation Services for the Solutions as specified in Addendum B if such Addendum is attached to a Purchase Agreement ("Field Services"). Field Services will be subject to scheduling in cooperation with Customer.

3.4 Data Services.

Cartegraph will provide Customer with the data collection Services for the Solutions as specified in Addendum C if such Addendum is attached to a Purchase Agreement ("Data Services"). Data Services will be subject to scheduling in cooperation with Customer.

3.5 Professional Services.

Cartegraph will perform any additional professional Services relating to the Solutions ("Professional Services") if specified in any written statement of work mutually agreed to by both parties under this Agreement. Cartegraph will perform all Professional Services at the rates for those Professional Services set forth in each applicable statement of work, or, if no rates are set forth in an applicable statement of work, at Cartegraph's then-current rates for those Professional Services. Professional Services shall be performed during the working hours stated in the statement of work applicable to those Professional Services, or, if no working hours are stated, the Professional Services will be provided during the hours of 7:00 a.m. to 7:00 p.m., Central Standard or Central Daylight Time, whichever is applicable, Monday through Friday excluding holidays.

4. SOFTWARE.

Cartegraph may provide Customer with software in connection with the Solutions ("Software"). Unless any Software provided by Cartegraph in connection with the Solutions is subject to a license or other agreement separate from this Agreement that Customer has entered into (or may enter into) with Cartegraph (a "Software License Agreement"), Cartegraph grants Customer a limited, non-exclusive, non-transferrable, non-assignable, license solely to install and execute the Software in accordance with the instructions provided by Cartegraph for Customer's own internal use and operations in connection with Customer's access to and use of the Solutions. Except as expressly set forth in the foregoing sentence (or any applicable Software License Agreement), Customer is granted no licenses or rights, whether by implication, estoppel, or otherwise, in or to any Software, and Customer may not modify, reproduce, perform, display, create derivative works from, republish, post, transmit, transfer, sell, distribute, or in any way exploit any Software without the prior written permission of Cartegraph. Except as set forth in this Agreement, the terms of any Software License Agreement will control in the event of a conflict between the terms of this Agreement and that Software License Agreement. Customer agrees that use of the Software is limited as described in the Purchase Agreement, as either: (1) Browser Based User – Each browser-based User is defined by User ID; or For Server Software – One copy of Software for each server. Customer agrees that Cartegraph may audit Customer's Software usage remotely or on-site upon reasonable notice and during standard business hours. Prevention of audit by Customer may be grounds for termination of this Agreement. Cartegraph and its licensors will not be responsible to Customer for loss of use of any Software or for any other liabilities arising from alterations, additions, adjustments, or repairs which are made to any Software by Customer or other third parties. Cartegraph reserves the right to terminate the licenses granted to any Software or any Services provided in connection with that Software upon written notice to Customer if any such alteration, addition, adjustment, or repair adversely affects Cartegraph's ability to render Services.

5. FEES AND PAYMENT.

5.1 Fees.

Customer agrees to pay Cartegraph all fees specified in any Purchase Agreement and as otherwise specified in this Agreement ("Fees").

5.2 Payment.

All Fees will be invoiced in advance in accordance with the terms applicable to such Fees. If no terms for an applicable Fee are set forth in the applicable Purchase

Agreement, such Fees will be invoiced on a monthly basis following the end of the month in which they were incurred. All Fees as set forth on each invoice issued by Cartegraph under this Agreement will be due and payable by Customer in immediately available U.S. funds within 30 days of the date of invoice. If Customer has not made payment within 30 days of the date of invoice, Customer shall be in default. Customer's default will constitute sufficient cause for Cartegraph to suspend Customer's access to the Solutions or any Services upon notice to Customer. All Fees will be non-refundable once paid to Cartegraph (including upon any termination or suspension of this Agreement). Until paid in full, all past due amounts will bear an additional charge of the lesser of 1% per month. If Cartegraph requires use of collection agencies, attorneys, or courts of law for collection on Customer's account, Customer will be responsible for those expenses. Customer will be responsible for all use, sales, and other taxes imposed on the Services provided under this Agreement.

5.3 Taxes.

The Fees do not include any local, state, provincial, federal, or foreign taxes, levies, assessments, duties, or other governmental charges of any kind or nature, including, without limitation, any value-added tax (VAT), stamp or other similar tax, social security (or local equivalent), state or regional tax, or income or other federal tax ("Taxes"). Customer is responsible for paying all Taxes that may be imposed by way of the performance of either party under this Agreement, excluding only Taxes based on Cartegraph's net income. If Cartegraph is found or deemed to have a legal obligation to pay or collect any Taxes for which Customer is responsible under this Agreement, the appropriate amount shall be invoiced to and paid by Customer unless Customer provides Cartegraph with a valid tax exemption certificate authorized by the appropriate taxing authority.

5.4 Fee Increases.

Cartegraph may increase the Fees applicable to Customer to the then-current prices for the next Renewal Term by providing notice of such increase at least 60 days before the beginning of such Renewal Term. If after receiving such notice Customer wishes not to renew the Agreement for the next Renewal Term, Customer must provide written notice to Cartegraph of Customer's intent not to renew this Agreement at least 60 days before the end of the Initial Term or any such Renewal Term.

5.5 Expenses.

Customer shall reimburse Cartegraph for reasonable expenses incurred during the provision of Services. Reasonable expenses include, but are not limited to, travel, lodging, and meals. Expenses are billed based on actual costs incurred. Estimated expenses shall be included in each Purchase Agreement. Cartegraph shall not exceed the estimated expenses without written approval from Customer. Mileage reimbursement is paid at the current IRS rate. Lodging and meal reimbursement amounts shall not exceed the maximum allowable per diem rates as published in the State of Washington travel schedules.

6. TERMINATION.

6.1 Termination for Cause.

Either party may terminate this Agreement immediately upon notice to the other party if the other party: (a) materially breaches this Agreement and fails to remedy such breach within 30 days after receiving notice of the breach from the other party; (b) materially breaches this Agreement in a manner that cannot be remedied; or (c) commences

bankruptcy or dissolution proceedings, has a receiver appointed for a substantial part of its assets, or ceases to operate in the ordinary course of business.

6.3 Service Discontinuance.

If Cartegraph at any time discontinues offering any Solutions or any Services to new customers, Cartegraph will give Customer reasonable advance notice of such discontinuation. Upon such date of discontinuation, Cartegraph will have the right to terminate this Agreement as to those Solutions or Services upon notice to Customer. As of the date of termination, Cartegraph will credit to Customer, on a pro-rated basis, any pre-paid Fees under this Agreement and Cartegraph shall have no further obligation to provide the Solutions or any Service under this Agreement.

6.3 Suspension.

Without limiting Cartegraph's right to terminate this Agreement, Cartegraph may suspend Customer's access to the Solutions or any Services upon notice to Customer following any breach of this Agreement if deemed reasonably necessary by Cartegraph to prevent any damage, injury, or harm to Cartegraph, the Cartegraph Technology, any other Cartegraph customer, or any third party.

6.4 Effect of Termination.

All Purchase Agreements shall terminate immediately upon termination of this Agreement. Upon termination or expiration of this Agreement for any reason, and following any applicable Transition Period: (a) Cartegraph may cease providing access to all Solutions and Services under this Agreement; (b) all subscriptions and other rights and licenses granted to Customer under this Agreement will terminate; (c) Customer will immediately cease all use of and access to all Solutions and Services; (d) all Fees and other amounts then owed by Customer under this Agreement will become immediately due and payable to Cartegraph; (e) Customer will immediately either return to Cartegraph or, at Cartegraph's discretion, destroy any Cartegraph Data and Cartegraph Confidential Information (each as defined below) then in Customer's possession or control; and (f) Cartegraph will either return to Customer or, at Customer's discretion, destroy any Customer Data and Customer Confidential Information) then in Cartegraph's possession or control. The following Sections will survive termination or expiration of this Agreement for any reason: 5 (Fees and Payment), 6.4(Effect of Termination), 7 (Ownership), 10 (Disclaimer), 11 (Indemnification), 12 (Limitation on Liability), 14 (Confidentiality), 15 (Governing Law), 16 (Non-Solicitation), 17 (Force Majeure), 18 (Notice), and 19 (Additional Terms).

6.5 Transition Services.

Except in the case of a termination under Section 6.1 by Cartegraph, at any time prior to the effective date of any termination or expiration of this Agreement, Customer may request that Cartegraph continue to provide Customer with any Services then provided under this Agreement for purposes of transitioning and migrating Customer off of the Solutions ("Transition Services"). Upon such request, the parties will develop a mutually agreed to transition plan describing the Transition Services and each party's respective obligations in connection with the transition and migration of Customer off of the Solutions ("Transition Plan"). Cartegraph will provide the Transition Services for the period agreed to in the Transition Plan, such period not to exceed 180 days following termination or expiration of this Agreement (the "Transition Period"). Customer will compensate Cartegraph for all Transition Services at rates specified in the Transition Plan or, if no rates are agreed upon by the parties prior to the performance of the

Transition Services, at Cartegraph's then current rates for the Services. All Transition Services will otherwise be subject to the terms of this Agreement.

7. OWNERSHIP.

Cartegraph retains all right, title, and interest in and to the Solutions, Cartegraph Technology, Cartegraph Data, any additions, improvements, updates, new versions, or other modifications thereto created by either party, whether or not through the Services, alone, jointly, or with any third party, and all IPR (as defined below) therein and related thereto. Customer does not receive any ownership interest in or to any of the foregoing, and no right or license is granted to Customer to use any of the foregoing apart from Customer's right to access and use the Solutions under this Agreement. Customer will perform all acts reasonably necessary to assist Cartegraph in perfecting and defending Cartegraph's ownership interest in any of the foregoing. Without limiting the foregoing, Customer agrees to and does hereby make all assignments necessary to provide Cartegraph with the ownership rights set forth in this Section. All names and logos associated with the Solutions and other Services are trademarks of Cartegraph (or its third-party providers) and no right or license is granted to Customer to use them. Any rights not expressly granted to Customer hereunder are reserved by Cartegraph. Customer will not remove or alter any proprietary rights legend on the Solutions, Cartegraph Technology, or Cartegraph Data. For purposes of this Agreement, "IPR" means any and all intellectual property and other proprietary rights throughout the world, including, all copyrights, trademarks, service marks, trade secrets, patent rights, moral rights, rights in data and databases, and contract rights.

8. DATA.

8.1 Customer Data.

As between Customer and Cartegraph, Customer retains ownership of all data, information, and other content provided to Cartegraph or through the Solutions by or on behalf of Customer ("Customer Data"). Customer is responsible for all Customer Data, including the accuracy, quality, integrity, legality, reliability, and appropriateness thereof. Customer will obtain and maintain all authorizations, approvals, permissions, and other rights necessary for Cartegraph to use and process all Customer Data in the performance of the Services and any other obligations of Cartegraph under this Agreement. Customer will maintain an adequate back-up of all Customer Data and, except for any express obligations of Cartegraph to maintain back-up copies of Customer Data, Cartegraph will not be responsible or liable for any deletion, correction, destruction, damage, loss, or failure to store or back-up any of Customer Data.

8.2 Cartegraph Data.

As between Cartegraph and Customer, Cartegraph retains ownership of all data, information, and other content provided to Customer through the Solutions and the other Services, excluding any Customer Data ("Customer Data"). Subject to the terms of this Agreement, Customer may access the Cartegraph Data without modification solely for Customer's own internal business purposes in connection with Customer's use of and access to the Solutions. Cartegraph uses commercially reasonable measures to ensure the accuracy and reliability of all Cartegraph Data, but except as expressly provided herein Cartegraph will not be responsible for any erroneous data, information, or content provided through the Solutions. Except as expressly provided in this Agreement, Customer is granted no rights in or to the Cartegraph Data.

8.3 Data Security.

Cartegraph shall establish and maintain during the term an information security policy providing for reasonable administrative, technical, physical safeguards and security measures designed to protect against the unintended or unauthorized destruction, loss, alteration, or access of any Customer Data in the possession or control of Cartegraph, which safeguards and measures are compliant with applicable federal, state, provincial, or local laws, rules, and regulations ("Laws"). Customer will establish and maintain during the term reasonable and appropriate administrative, technical, and physical safeguards and security measures designed to protect against the unintended or unauthorized destruction, loss, alteration, or access of any Cartegraph Data in the possession or control of Customer, which safeguards and measures are consistent with applicable Laws. Each party will promptly notify the other party of any data security breach or similar incident that has, or might have, compromised the privacy or security of any Customer Data or, in the case of Customer, any Cartegraph Data in the possession or control of such party. Each party will indemnify and hold harmless the other party from and against any damages or losses asserted against or incurred by the other party arising out of or related to a breach of a party's data security obligations.

8.4 Data Privacy.

Cartegraph may use and disclose data and information collected through the operation of the Solutions solely as described in this Agreement and in Cartegraph's then-current privacy policy applicable to the Solutions. Notwithstanding anything to the contrary in the privacy policy, Cartegraph will have the right to collect and analyze non-personal information (data or information that does not identify an entity or natural person as the source thereof) resulting from Customer's access to and use of the Solutions. To the extent any such non-personal information is collected or generated by Cartegraph, the data and information may be used by Cartegraph, or its permitted service providers, for any lawful business purpose, provided that the data and information is used only in an aggregated form, without directly identifying Customer, or any other User, as the source thereof.

9. REPRESENTATIONS AND WARRANTIES.

9.1 General.

Each party represents, warrants, and covenants to the other party that: (a) it has and will continue to have during the term hereof, all rights, power, and authority necessary to enter into this Agreement and perform all of its obligations under this Agreement; (b) the performance of its obligations under this Agreement does not and will not violate any Law applicable to such party's performance, any rights of any third party, or any agreement by which such party is bound; and (c) it will procure all rights, certificates, licenses, permits, or other approvals required for its performance under this Agreement.

9.2 Performance.

During the term of this Agreement, Cartegraph represents and warrants to Customer that Cartegraph will use commercially reasonable efforts to maintain and verify that the Solutions operate in accordance with the applicable documentation for the Solutions provided to Customer by Cartegraph and in accordance with any other levels of performance specified in this Agreement or applicable Purchase Agreement.

Cartegraph's sole obligation and Customer's sole and exclusive remedy in the event of any failure of the Solutions to comply with any such performance levels will be for Cartegraph to, at its option: (a) remedy the failure or re-perform the affected Services; or (b) refund Customer the portion of any Fees applicable to the portion of the Solutions subject to the failure.

9.3 Non-Infringement.

Cartegraph represents and warrants to Customer that the use by Customer of the Solutions during the term and in accordance with this Agreement (the "Covered Services") will not infringe any third party U.S. patent or copyright or misappropriate any third party trade secret in existence under any Laws of any state within the U.S. As Cartegraph's sole obligation and Customer's sole and exclusive remedy for of any failure by Cartegraph to comply with the foregoing sentence, Cartegraph will defend Customer against any such failure as set forth in Section 11.2.

10. DISCLAIMER.

EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, THE SOLUTIONS AND ALL SERVICES UNDER THIS AGREEMENT, AND ALL CARTEGRAPH DATA PROVIDED THROUGH THE SOLUTIONS OR THOSE SERVICES, ARE PROVIDED TO CUSTOMER STRICTLY "AS IS" AND "AS AVAILABLE" AND CARTEGRAPH AND ITS PROVIDERS EXPRESSLY DISCLAIM, AND CUSTOMER DISCLAIMS ANY RELIANCE ON, ANY AND ALL WARRANTIES AND REPRESENTATIONS OF ANY KIND WITH REGARD THERETO OR TO ANY OTHER SUBJECT MATTER OF THIS AGREEMENT, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, TITLE, NON-INFRINGEMENT, AVAILABILITY OR ERROR-FREE OPERATION. NO ORAL OR WRITTEN INFORMATION OR ADVICE GIVEN BY CARTEGRAPH, ITS EMPLOYEES, DISTRIBUTORS, DEALERS, OR AGENTS WILL INCREASE THE SCOPE OF, OR CREATE ANY NEW WARRANTIES IN ADDITION TO, THE WARRANTIES EXPRESSLY SET FORTH IN THIS AGREEMENT.

11. INDEMNIFICATION.

11.1 General.

Each party (the "Indemnifying Party") will defend the other party and its officers, directors, employees, and agents (its "Related Parties") from and against any claim, allegation or action (any "Action") brought against the other party or one of its Related Parties by a third party (other than by the other party itself or another of its Related Parties) to the extent relating to, resulting from, or arising out of the gross negligence or willful misconduct of the Indemnifying Party in the performance (or failure to perform) any of its obligations under this Agreement. The Indemnifying Party will further pay those losses, liabilities, damages, fees, expenses, and costs (including reasonable attorneys' fees and court costs) ("Losses") finally awarded against the other party or one of its Related Parties in any such Action or those Losses agreed to in a monetary settlement of such Action, as applicable.

11.2 Non-Infringement.

Cartegraph will defend Customer from and against any Action brought against Customer by a third party (other than a Customer Related Party) that the use by Customer of the Covered Services infringes any U.S. patent, or copyright or misappropriates any trade secret in existence under any Laws of any state within the U.S. Cartegraph will pay those Losses finally awarded against Customer in any such Action or those Losses agreed to in a monetary settlement of such Action, as applicable. If Customer is, or Cartegraph reasonably believes Customer may be, enjoined from using any Covered Service due to an Action covered by this Section, Cartegraph may procure the right for Customer to continue using the Covered Service,

replace or modify the Covered Service so that it becomes non-infringing, or terminate this Agreement and provide Customer a refund of any pre-paid amounts applicable to the Covered Service (if any). Cartegraph will have no obligation under this Section or otherwise with respect to any Action or Losses in the case of: (a) any use of any Covered Service other than by Customer; (b) any use of any Covered Service not under and in accordance with this Agreement; (c) any use of any Covered Service in combination with products, equipment, services, processes, software, data or information not supplied by Cartegraph; or (d) any modification of or enhancement to any Covered Service other than by Cartegraph. This Section constitutes Cartegraph's sole and exclusive liability, and Customer's sole and exclusive remedy, for any infringement or misappropriation of IPR or any other rights relating to the solutions.

11.3 By Customer.

Customer will defend Cartegraph and its Related Parties from and against any Action brought against Cartegraph or one of its Related Parties by a third party (other than by Cartegraph or another Cartegraph Related Party) to the extent relating to, resulting from, or arising out of any: (a) any violation of any Law caused by the use of or access to the Solutions by Customer; or (b) any claim or allegation by a User or other third party relating to use of or access to the Solutions or any Services by Customer. Customer will only pay those Losses finally awarded against Cartegraph in any such Action or those Losses agreed to in a monetary settlement of such Action, as applicable.

11.4 Conditions.

All obligations of each party to defend or indemnify the other party or any Related Party under this Agreement (in each case, the "Indemnifying Party") are conditioned upon the party seeking defense or indemnification (the "Indemnified Party") providing the Indemnifying Party with: (a) reasonable notice of any such claim for indemnification or defense after receiving notice thereof; (b) sole control of the defense and settlement of the claim (subject to the conditions below); and (c) reasonable assistance in such defense or settlement (at the indemnifying or defending party's expense). In controlling the defense and settlement, the Indemnifying Party: (i) agrees to keep the Indemnified Party reasonably apprised of the status of the litigation, (ii) consider relevant input from the Indemnified Party, and (iii) may only settle a claim if the settlement unconditionally releases the Indemnified Party of all liability and, in the case of Customer as the Indemnifying Party and Cartegraph as the Indemnified Party, does not adversely affect Cartegraph's business or the Software Service.

12. LIMITATIONS ON LIABILITY.

IN NO EVENT WILL CARTEGRAPH BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED, UNDER ANY THEORY OF LIABILITY, WHETHER IN CONTRACT, STRICT LIABILITY OR TORT (INCLUDING NEGLIGENCE OR OTHERWISE), ARISING IN ANY WAY IN CONNECTION WITH OR OUT OF THIS AGREEMENT, INCLUDING THE USE OF OR ACCESS TO THE SOLUTIONS OR ANY SERVICES OR THE CARTEGRAPH TECHNOLOGY (OR ANY CARTEGRAPH DATA), EVEN IF CARTEGRAPH HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, INCLUDING ANY LOSS OF DATA, OPPORTUNITY, LOSS OF REVENUES OR PROFITS, BUSINESS INTERRUPTION, OR PROCUREMENT OF SUBSTITUTE SERVICES. CARTEGRAPH'S TOTAL CUMULATIVE LIABILITY IN CONNECTION WITH THIS AGREEMENT, THE SOLUTIONS, AND ALL SERVICES PROVIDED UNDER THIS

AGREEMENT, WHETHER IN CONTRACT OR TORT OR OTHERWISE, WILL NOT EXCEED TWO TIMES (2X) THE FEES PAID TO CARTEGRAPH HEREUNDER IN THE 12 MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING CAUSE TO SUCH LIABILITY. CUSTOMER AGREES THAT THE FEES REFLECT THE ALLOCATION OF RISK SET FORTH IN THIS AGREEMENT AND ACKNOWLEDGE THAT CARTEGRAPH WOULD NOT ENTER INTO THIS AGREEMENT WITHOUT THESE LIMITATIONS ON ITS LIABILITY. IN JURISDICTIONS WHERE LIMITATION OF LIABILITY FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES IS NOT PERMITTED, CARTEGRAPH'S LIABILITY IS LIMITED TO THE MAXIMUM EXTENT PERMITTED BY LAW.

13. INSURANCE.

If Cartegraph will provide Services at Customer's location, Cartegraph will carry commercial general liability insurance with a limit of \$1,000,000 per occurrence and a \$2,000,000 aggregate limit, business auto liability insurance with a limit of \$1,000,000 and workers compensation insurance with statutory coverage.

14. CONFIDENTIALITY.

14.1 Protection.

Each party (the "Receiving Party") agrees not to disclose any Confidential Information of the other party (the "Disclosing Party") without the Disclosing Party's prior written consent, except as provided below. The Receiving Party further agrees: (a) to use and disclose the Confidential Information only in connection with this Agreement; and (b) to protect such Confidential Information using the measures that Receiving Party employs with respect to its own Confidential Information of a similar nature, but in no event with less than reasonable care. Notwithstanding the above, the Receiving Party may disclose Confidential Information to the extent required by law or court order, provided that prior written notice of such required disclosure and an opportunity to oppose or limit disclosure is given to the Disclosing Party.

14.2 "Confidential Information" means all confidential business, technical, and financial information of the disclosing party that is marked as "Confidential" or an equivalent designation or that should reasonably be understood to be confidential given the nature of the information and/or the circumstances surrounding the disclosure (including the terms of the applicable Agreement). Cartegraph's Confidential Information includes, without limitation, the software underlying the Software Services and all Documentation.

14.3 Notwithstanding the foregoing, "Confidential Information" does not include: (a) "Public Data," which is data that the Customer has previously released to the public, would be required to release to the public, upon request, according to applicable federal, state, or local public records laws (including the Public Records Act RCW 42.56), or Customer requests Cartegraph make available to the public in conjunction with the Solutions. Confidential Information does not include (b) information that has become publicly known through no breach by the receiving party; (c) information that was rightfully received by the Receiving Party from a third party without restriction on use or disclosure; or (d) information independently developed by the Receiving Party without access to the Disclosing Party's Confidential Information.

14.4 Ownership of Software and Intellectual Property.

Each party is, and will remain, the exclusive owner, or is the authorized agent of the owner, of its software and other Confidential Information. All patent, copyright, trade

secret, trademark, and other intellectual property rights remain solely with the party. No license or conveyance of any such rights to the other party is granted or implied under this Agreement. Use, examination, reproduction, copying, disassembly, decompilation, transfer, reverse engineering, or disclosure to others, in whole or in part, of a party's software is strictly prohibited except as provided for under this Agreement.

14.5 Not used.

15. GOVERNING LAW.

The interpretation of the rights and obligations of the parties under this Agreement, including, to the extent applicable, any negotiations, arbitrations, or other proceedings hereunder, will be governed in all respects exclusively by the laws of the state/province where the Customer has its principal place of business. Each party agrees that it will bring any action or proceeding arising from or relating to this Agreement exclusively in a federal or state/provincial court in the state/province where the Customer has its principal place of business, and each party irrevocably submits to the personal jurisdiction and venue of any such court in any such action or proceeding or in any action or proceeding brought in such courts.

16. Not used.

17. FORCE MAJEURE.

Neither party will be held responsible for failure or delay in the performance of any obligation under this Agreement, with the exception of the obligation to pay Fees, if such failure or delay is due to acts of God, war, terrorism, strikes, boycotts, labor disputes, pandemics, epidemics, and related quarantines, fire or other loss of facilities, accident, or any other cause beyond its control (each, a "Force Majeure"). If the performance of any obligation under this Agreement by either party is prevented, restricted or interfered with by reason of a Force Majeure event, the party whose performance is so affected, upon giving prompt notice to the other party, will be excused from such performance to the extent of such Force Majeure event, provided that the party so affected will take all reasonable steps to avoid or remove such causes of non-performance and will continue performance hereunder with dispatch whenever such causes are removed.

18. NOTICE.

All notices, reports, consents, authorizations, and approvals to be given by a party hereunder will be in writing and will either be via: (1) hand-delivery; (2) reputable overnight mail service; or (3) certified mail, return receipt requested, to the other party at its respective addresses set forth above. All notices will be effective upon receipt (or when delivery is refused), or 3 business days after being deposited in the mail as required above, whichever occurs sooner. Either party may change its address for notice by giving notice of the new address to the other party.

19. ADDITIONAL TERMS.

Unless otherwise amended as provided herein, this Agreement will exclusively govern Customer's access to and use of the Solutions and all Services and is the complete and exclusive understanding and agreement between the parties, and supersedes any oral or written proposal, agreement, or other communication between the parties. Except as expressly set forth in this Agreement, this Agreement may be modified or amended only in writing signed by both parties. If any provision of this Agreement is held to be unenforceable, that provision will be removed to the extent necessary to comply with the

law, replaced by a provision that most closely approximates the original intent and economic effect of the original to the extent consistent with the law, and the remaining provisions will remain in full force. Neither this Agreement nor any rights or obligations of Customer hereunder may be assigned without the prior written approval of Cartegraph. Any assignment in violation of the foregoing will be null and void. Cartegraph may assign this Agreement to any party that assumes Cartegraph's obligations hereunder, including by sale, merger, consolidation, or operation of law or otherwise. Cartegraph may subcontract its obligations under this Agreement, provided that Cartegraph remains responsible for compliance with the applicable terms of this Agreement as to those obligations. The words "include," "includes" and "including" means "include," "includes" or "including," in each case, "without limitation." All waivers under this Agreement must be in writing. Any waiver or failure to enforce any provision of this Agreement on one occasion will not be deemed a waiver of any other provision or of such provision on any other occasion. The preprinted terms of a purchase order or any other similar document will not apply to or modify this Agreement. The parties hereto are independent parties, not agents, employees, or employers of the other or joint venturers', and neither acquires hereunder any right or ability to bind or enter into any obligation on behalf of the other. In the event of any litigation or other proceeding between the parties relating to this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and other reasonable costs incurred in connection therewith and in pursuing collection, appeals, and other relief to which that party may be entitled. Customer gives Cartegraph permission to use Customer's name or logo for public press releases and customer stories. Cartegraph provides the Solutions, including related software and technology, for federal government end use as a "Commercial Item" as that term is defined at 48 C.F.R. §2.101, consisting of "Commercial Computer Software" and "Commercial Computer Software Documentation", as those terms are used in 48 C.F.R. §12.212 or 48 C.F.R. §227.7202. Consistent with 48 C.F.R. §12.212 or 48 C.F.R. §227.7202-1 through 227.7202-4, as applicable, the Solutions are provided to the Customer with only those restricted rights as provided under the terms and conditions of this Agreement. If a government agency has a need for rights not conveyed under these terms, it must negotiate with Cartegraph to determine if there are acceptable terms for transferring such rights, and a mutually acceptable written addendum specifically conveying such rights must be included in any applicable contract or agreement. The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents.

Addendum B

Services Scope of Work

The Solutions Services listed in the Investment Summary of the Purchase Agreement are specific Cartegraph services which will be delivered to the Customer based on the descriptions below and are subject to the limitations and terms and conditions set for the in the Purchase Agreement, and its reverence Addendums. Cartegraph will coordinate with the Customer on service delivery expectations and timeframes.

Cartegraph – Scope of Work

The scope of work includes the following professional services:

Orange Advantage

- Cartegraph will provide the following services on an annual basis for the duration of the contract terms:
 - Up to fifty-five (55) hours of remote services for post-production system development. The deliverables will be defined, and agreed upon, by both your and Cartegraph's project managers. Topics may include any of the following:
 - Project or implementation consulting
 - System configuration for your current products
 - Training

Exclusions

The following service items are not included in the scope of this project:

- Implementation or support of any custom modification or integration developed by Cartegraph, your internal staff, or any third-party is not included in the scope of this project unless specifically listed above.
- Data conversion services from other software system(s) or sources (including Cartegraph Navigator databases) are not included in the scope of this project unless specifically listed above.
- Any service items discussed during demonstrations, conference calls, or other events are not included in the scope of this project unless specifically listed above.
- Implementation of any asset builder templates if the Advanced User Tools extension is not owned.

Customer/Cartegraph Responsibilities

Project representatives from Customer and Cartegraph accepts responsibility for all aspects of project planning, management, and execution not specifically identified as the responsibility of Cartegraph in the Agreement or in the Purchase Agreement. Ongoing management of the day-to-day allocation of Customer and Cartegraph resources and management of project tasks is the responsibility of the Customer and Cartegraph project representatives. Customer and Cartegraph project representatives will provide overall guidance and direction for the project and will direct the project accordingly. Further, and with regard to the Cartegraph obligations listed in this Purchase Agreement, Customer understands that it is vital to the success of the project that Customer provides assistance in the following matters:

1. For those services listed under Field Services, Cartegraph personnel will conduct information gathering and evaluation sessions with various Customer Users and management. While Cartegraph respects the time and workload of Customer staff, dedicated time on the part of the appropriate Customer resources is necessary to complete these exercises.
2. The installation process requires the assistance of Customer personnel and suitable access to hardware and systems (e.g., security clearance). Customer is required to supervise the installation process while systems are accessible to Cartegraph. All hardware and software, for both personal computers and servers, is expected to be available, installed, and operating as specified in Cartegraph's system requirements documentation such that delivery and execution of Cartegraph Field Services will not be impeded.
3. Customer and Cartegraph understand that the successful performance of Field Services depends upon Customer fulfilling its responsibilities. The Project assumes that Customer will provide all personnel required to achieve a successful implementation, including a dedicated project manager responsible for reviewing the implementation scope of work, ensuring all attended meetings are attended by invited staff, and providing leadership and insight on all relevant internal issues such as policy/procedure, organizational structure, project stakeholders, technical architecture, data, and current systems. Customer responsibility also includes internal documentation, internal change management, task completion, staff coordination and schedule commitment.
4. Customer will provide Internet access and IT staff support as required. For those services that are web-based, Cartegraph utilizes WebEx Meeting (or similar) technology.
5. Customer shall ensure that their workstation platform and database meet Cartegraph system requirements as specified in the Cartegraph System Requirements documentation. Solutions will be supported within new versions of these workstation platforms and databases within a reasonable period of time from their release from their manufacturer. Cartegraph will discontinue support of its Solutions within older versions of these workstation platforms and databases as their support is discontinued by their manufacturers.
6. Customer agrees to work with Cartegraph to schedule Field Services in a timely manner. All undelivered Field Services shall expire 365 days from the execution of this Purchase Agreement, unless noted differently in Services Scope listed above. Upon expiration of services, the project may be cancelled at Cartegraph's discretion.

Not-to-Exceed Purchase Agreement

Cartegraph will not exceed the total included in this Purchase Agreement without written approval from Customer. In the event it becomes apparent to Cartegraph that additional Service will be needed due to any changes in the scope of this Purchase Agreement, Cartegraph will notify Customer prior to exceeding the approved efforts and obtain written approval if additional Services are required.

ADDENDUM E

Cartegraph OMS Editions

Cartegraph OMS supports customers in the operation, maintenance, and management of the following asset domains. By employing these features as applicable, customers can effectively manage and report on the assets that they care about. Indicated below are the capabilities and options available for each OMS Edition at the time this document was prepared, which are subject to change.

	Essentials	Pro	Plus	Premium
Dashboard / Home Screen	Included	Included	Included	Included
User Management	Included	Included	Included	Included
Role Management		Included	Included	Included
Esri GIS Integration	Included	Included	Included	Included
Report Viewer	Included	Included	Included	Included
Library Management	Included	Included	Included	Included
Standard KPI / ROI gadgets	Included	Included	Included	Included
Esri Identity-Ready	Included	Included	Included	Included
Structure Manager		Included	Included	Included
Layout Manager		Included	Included	Included
Import / Export		Included	Included	Included
Record Filter Administration		Included	Included	Included
Container / Component	Included	Included	Included	Included
Embedded Maps	Included	Included	Included	Included
Report Designer		Included	Included	Included
Integration Toolkit		Option	Option	Included
Cartegraph for Zapier	Option	Option	Included	Included
Automation Manager			Included	Included
Notification Manager		Included	Included	Included
Routing – Esri Identity Required	Included	Included	Included	Included
Geocode Options- Esri Identity Required	Included	Included	Included	Included

Work

Task Management	Included	Included	Included	Included
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Work Orders			Included	Included
Task Calendar	Included	Included	Included	Included
Scenario Builder			Option	Included

Request

Request Management	Required w/ SeeClickFix	Included	Included	Included
SeeClickFix	Option	Option	Option	Option
Internal Requests		Option	Included	Included

Resources

Resource Management (LEMV)	Included	Included	Included	Included
Advanced Material Management			Option	Included
Fleet Management		Option	Included	Included

Assets

Asset Inventory	By Domain/Asset	By Domain/Asset	By Domain/Asset	By Domain/Asset
Container / Component	Included	Included	Included	Included
Preventative Maintenance Plans		Included	Included	Included
Asset Condition Manager / Advanced Inspections		Required w/ Fleet Mgmt.	Included	Included
Asset Builder		Option	Option	Included



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 8.c.

Agenda Item Title: Resolution 3100: Establishing Real Property Purchase Checklist

Staff Contact(s): MATT MILLER, DARCY SWETNAM

Approved for Submittal to Council by **Action Type**

GREG FRANCIOCH

Resolution

DARCY SWETNAM

STEVE HOGLUND

Item Summary: This Resolution adopts a checklist for all future purchases of real property to ensure that the City is performing all necessary due diligence before purchase.

Budget Impact:

None

Previous Action: First considered at the [October 17, 2022](#) City Council meeting.

Recommended Motion: I move we adopt Resolution 3100 establishing property purchase guidelines and checklist for real property purchases.

Alternative Actions: amend, reject

Attachments (listed in order presented):

1. 221017 Mayor - Res 3100 Presentation
2. 221115 - Resolution 3100 - Real Prop Purchase Checklist

Resolution 3100



OCTOBER 17
2022



Purpose

Resolution 3100 attempts to have Council adopt a policy checklist to be used with every real estate purchase to ensure the City completes all necessary due diligence prior to any transaction.



Steps for Real Property Purchases

1. Identify land and gather information
2. Ensure property is zoned for intended use
3. Identify funding source
4. Discuss general info in executive session if open session discussion would impact price
5. Council authorization to execute purchase and sale agreement in open session
6. Obtain and review title report
7. Obtain waiver of retroactivity
8. Record of survey
9. Phase 1 environmental assessment

Steps for Real Property Purchases – Cont'd

10. Obtain appraisal and/or CMA
11. Staff inspection
12. Additional required due diligence (arborist, leases, GeoTech, etc.)
13. Seller provides draft deed to be discussed with Council
14. Obtain necessary documents to get clear title
15. Discuss any potential litigation in executive session and address any necessary extension of due diligence
16. Seek council authorization for Mayor to execute closing documents
17. Obtain Settlement Statement for finance review
18. Finance Director confirms payment/transfer of funds
19. Purchase documents are

Thank you



**RESOLUTION NO.
3100**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES,
WASHINGTON, ESTABLISHING PROPERTY PURCHASE
GUIDELINES AND CHECKLIST FOR REAL PROPERTY PURCHASES.**

WHEREAS, the City has authority to buy and sell real property pursuant to RCW 35A.11.010; and

WHEREAS, the City Council of Anacortes recognizes the value of real property acquisition for the benefit of the City and the citizens thereof; and

WHEREAS, the City Council of Anacortes periodically desires to purchase real property and, therefore, wishes to explore such feasibility, and

WHEREAS, the City Council of Anacortes recognizes that it is essential for the City to perform adequate due diligence for real property purchases; and

WHEREAS, the City Council of Anacortes recognizes the importance of having clear guidelines and procedures for real property purchases and of maintaining complete and accurate records of such purchases, and

WHEREAS, City staff have researched and considered reasonable due diligence requirements for any and all future City property acquisitions, which have been captured in Exhibit A; and

WHEREAS, THE City Council of Anacortes now wishes to adopt Exhibit A as a checklist for all future real property acquisitions by the City of Anacortes.

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

Section 1: The Property Purchase Checklist attached hereto as Exhibit "A" is

adopted as a supplement to the City's Purchasing Policy and will be completed for each transaction by which the City purchases real property to ensure performance of all necessary due diligence.

Section 2: City staff will retain comprehensive records that verify compliance with the Property Purchase Checklist for each transaction in accordance with all applicable requirements under the Public Records Act at 42.56 of the Revised Code of Washington.

INTRODUCED, PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ANACORTES on this _____ day of November 2022.

MATTHEW C. MILLER, MAYOR

Approved as to form:

Darcy Swetnam, WSBA #40530
City Attorney

Attest:

Steven D. Hoglund, City Clerk Treasurer

**REAL PROPERTY
ATTACHMENT TO
PURCHASE POLICY –
EXHIBIT "A"**

The following steps provide a roadmap to ensure all necessary due diligence is completed by City leadership and staff prior to the purchase of any real property. Depending on the requirements of the particular transaction involved, the project manager should ensure that each applicable step has been completed and that all relevant records are retained as required by City policy and the Public Records Act.

1. **Preliminary Evaluation:** Prior to taking a proposal to Council, staff should gather the necessary information to ensure the purchase would meet the City's needs and has potential financing sources.
 - a. **Identify information:** Identify land to be acquired and gather all general information to begin discussion with City leaders and Council.
 - b. **Evaluate zoning:** Check zoning regulations and evaluate whether zoning will allow for desired or potential uses of the property.
 - c. **Identify funding sources:** Evaluate budget and evaluate financing options with Finance Director.
2. **Council Evaluation and Action:** Once preliminary information has been gathered, the proposed purchase should be taken to Council to consider whether they want to proceed with the transaction.
 - a. **Executive Session:** Discuss general information about the property with Council in executive session if public knowledge would cause a likelihood of increased price. Council may not take action in executive session, but can provide general thoughts about purchase price, appraisal, and level of due diligence.
 - b. **Council Action:** To proceed with the sale, Council must authorize the Mayor to execute a purchase and sale agreement in open session. The purchase and sale agreement may specify the due diligence work and time period necessary to complete.
3. **Due Diligence:** Once Council decides to proceed with the transaction, staff must complete a thorough due diligence evaluation of the property and transaction to identify any potential issues and ensure that the City doesn't unintentionally take on liability.
 - a. **Title Report:** Obtain and review official title report to determine whether there are title issues.
 - b. **Waiver of Retroactivity:** If the purchase is to be funded by a grant that hasn't been awarded yet, City should seek a waiver of retroactivity to allow later-acquired grant funds to be used for the purchase.
 - c. **Record of survey:** If necessary, obtain a survey for the property.
 - d. **Phase 1 Environmental:** Conduct a phase 1 Environmental Site Assessment to look at the property's current and historical use to determine if there are hazardous conditions on the property that could be a liability for the City or interfere with the intended use of the property.
 - e. **Appraisal/CMA:** Obtain an appraisal or Comparative Market Analysis (CMA) to evaluate comparable properties and value of the property.
 - f. **Staff inspection:** Key staff need to physically inspect property to evaluate any concerns and suitability on site.

- g. Additional due diligence:** Perform any other due diligence that the particular conditions or intended uses of the site require, such as evaluation of current leases, arborist reports, GeoTech, etc.
- 4. Report back to Council on due diligence:** Once staff have completed the due diligence required for the property, that information should be reported back to Council. If due diligence reveals potential issues with the transaction, Council must decide whether to proceed with the purchase.
 - a. Deed review:** Seller provides a draft copy of the deed for review by Council.
 - b. Clear title:** Obtain any documents necessary to clear title, such as discharge of mortgage, etc.
 - c. Evaluate potential litigation:** Discuss any potential litigation in executive session. If an extension of the due diligence period is needed, authorize the Mayor to execute the extension in open session.
- 5. Council authorization to close:** If Council is satisfied with the information provided, they may provide authorization to the Mayor to execute all closing documents.
- 6. Obtain settlement statement:** Settlement statement should show closing adjustments and funds to be disbursed, which should be reviewed by the Finance Director.
- 7. Finance confirms funds available:** Finance Director must confirm the required payment/transfer of funds for purchase.
- 8. Closing:** Mayor must sign all closing documents required to complete the transaction.
- 9. Ensure all documents are recorded:** Staff must ensure that all closing documents are properly recorded to transfer title.
- 10. Post-Closing:** Staff must ensure that records of the transaction are kept in City files and that the property is added to the City's asset management system, the City's property insurance policy, and any other facilities plans that apply.



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 8.d.

Agenda Item Title: Amending the Qualifications for the Utility Discount Program and Adding to the Unified Fee Schedule

Staff Contact(s): STEVE HOGLUND

Approved for Submittal to Council by **Action Type**

PHILIP STEFFEN

Discussion

STEVE HOGLUND

Item Summary: City would like to add details about the utility discount program to the unified fee schedule, decrease the income threshold to qualify for the utility discount program, and increase the amount of the discount for the utility discount program.

Budget Impact:

Previous Action: N/A

Recommended Motion:

Alternative Actions:

Attachments (listed in order presented):

1. UFS - 2023-1-01
2. Utility Discount Options 11.21.22



Unified Fee Schedule

As adopted by:
Resolution 30xx November 28, 2022
Effective January 1st, 2023

Index:

General

Utility Discount Program

Fiber

Water

Sewer

Solid Waste

Storm

Impact Fees

Engineering & Development Fees

Planning, Community & Economic Development Department

Parks Fees

Cemetery Fees

General Provisions applicable to all City fees and charges

Unless otherwise noted

	Rates Effective 1/1/2023
City ACH Autopay and Paperless Billing Discount	\$ 2.00
This does not include autopay thru Paymentus or a bank bill pay service. Only direct debit from a checking or savings account setup thru the City directly.	
Credit Card Fee	1.50%
Fee is applied to the total purchase if using a credit card. This is less than the average cost to accept this payment type.	
Service Fee	\$ 75.00
Charged to all accounts and services if unpaid after 'shut-off' deadline.	
Service Charge Reduction for Low-Income Residential Customers	
Available for Water, Sewer, Solid Waste, Storm, and Fiber service charges.	
See AMC 13.44.020 for more details.	
NSF Fees for Utility Billing	
First offense	\$ 25.00
Each additional offense, rate is increased by \$25	
For example, the third offense is \$75	

For all rate purposes:

“Single-family residence” is defined as a building containing one kitchen, designed and/or used to house not more than one family, including all necessary employees of such family, such building having a single sewer service connection. Manufactured homes occupying a separate lot and providing permanent housing with a separate sewer connected shall be classified as a single-family residence.

“Multiple-family residence” is defined as a building or a group of buildings housing two or more families, living independently of each other, a family being defined as one or more persons living as a single housekeeping unit or household with sewer service being provided through not more than one sewer connection.

Utility Discount Program Information

The City of Anacortes has a Utility Discount Program for eligible customers. We offer those who qualify a 25% discount on their City of Anacortes Utility Bill on the water, storm, sewer, refuse, recycling, organics and fiber. The discount may only be applied to residential customer accounts.

More information can be found on our website: <https://anacorteswa.gov/187/Utility-Discount-Program>

Eligibility Guidelines

To be eligible for UDP in the year 2022 (Must renew by May 31st every year), applicants must meet the following:

- Your total household income in the monthly period prior to applying meets the income guidelines below
- You are the homeowner of the service address or the property owner/manager has designated you to pay the utility bill and your name appears on the City of Anacortes Utility Bill
- Complete and provide all required documentation

2022 Poverty guidelines, 2023 rates coming soon...		
Household Size:	Gross Monthly Income:	Gross Annual Income:
1	\$2,265	\$27,180
2	\$3,052	\$36,620
3	\$3,838	\$46,060
4	\$4,625	\$55,500
5	\$5,412	\$64,940
Add for each additional person		\$787
		\$9,440

*Note: Gross Income is based on 200% of the U.S. Federal Poverty Guidelines

Please submit the application and provide the necessary documentation requested on this form below:

[Utility Discount Program - Submission Form](#)

If you need to speak with someone or need help completing the application, please email, or call 360.293.1909.

Office hours are Monday through Friday from 8 a.m. to 4 p.m. (except for City holidays).

Financial Assistance

If you are having trouble making your utility payment, agencies are available to assist you. You may contact Washington Community 211 for assistance referrals, by simply dialing 211 from your phone. Salvation Army, local churches, and even your neighbor may be there to help you. We take funds from anyone. Please reach out to those who can help.

FIBER

Fiber internet service will be billed monthly.

For customers who own the property where internet service is provided, internet will be billed on the same bill as other utilities provided at the same address. Customers who do not own the property at which service is provided will be billed on a separate bill.

Access Anacortes Fiber Internet

Service	Long Term Contract Required	Monthly Service	Monthly	Optional Services	Installation Charge*
			<i>Managed Wi-Fi Router</i>	<i>Managed Wi-Fi Router with Extender</i>	
Residential, 100 Mbps	No	\$ 39	\$ 10	\$ 20	\$ 100
Residential, 1 Gbps	No	\$ 69	\$ 10	\$ 20	\$ 100
Business, 100 Mbps	Yes	\$ 89	\$ 10	\$ 20	\$ 100
Business, 1 Gbps	Yes	\$ 149	\$ 10	\$ 20	\$ 100

*Includes applicable sales tax.

Static IP addresses

IPv6	No Charge
IPv4, 1 usable address	\$ 9
IPv4, 5 usable addresses	\$ 20
IPv4, more than 5 usable addresses to be negotiated on an individual case basis	

Unreturned Equipment Fee \$75 fee for equipment not returned within 15 days of changing or canceling service.

Service Suspension \$20 per month Available to residential customers or business class customers who have fulfilled their 12 month contract
Service suspension must be a minimum of 60 days

Customer-Caused Service Call The charges will apply to configuring customer-owned equipment and repairing customer-caused damage to city-owned equipment.
\$50 per hour per technician During regular City work hours
\$75 per hour per technician Outside of regular City work hours

Services Yet To Be Priced

Dedicated Internet Access

Ethernet circuits (point-to-point, point-to-multipoint)

Dark fiber

WATER

Regular water rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U) for the previous October.

Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U), October 2021-October 2022

8.932%

The amount billed includes a fee or tax up to 7% calculated on the gross revenue of the water utility.

Water Residential and Commercial Charges

Monthly Fixed Charge

Meter Size (Inches)

5/8 × ¾ & ¾

1

1½

2

3

4

6

8

Rates Effective 1/1/2023

Residential

Commercial

Multi-Family

\$	24.93	\$	37.45	\$	27.87
\$	41.65	\$	62.53	\$	46.53
\$	83.04	\$	124.69	\$	92.80
\$	132.94	\$	199.60	\$	148.54
		\$	399.20	\$	297.09
		\$	623.89	\$	464.30
		\$	1,248.14	\$	928.88
		\$	1,997.10	\$	1,486.26

Residential

Commercial

Multi-Family

\$	0.02769	\$	0.04160	\$	0.03103
\$	0.00370	\$	0.00556	\$	0.00415

Monthly Consumption Charge

All consumption per cubic foot (CF)

All consumption per gallon*

*Utility meters and billing system operate using cubic feet, some rounding may occur when reviewing billed amounts in gallon format.

~Base rates and consumption rates are subject to a 50% surcharge for out of City limits service

Water General Facilities Charges~

Meter Size (Inches)

5/8 × ¾ & ¾

1

1½

2

3

4

GFC In-City

\$	9,679
\$	24,197
\$	48,394
\$	77,431
\$	154,862
\$	241,971

~ Outside City Limits rate is 1.5x the In-City rate.

5/8 × ¾ & ¾

GFC, Out of City Limits

\$	14,518
----	--------

Water Agriculture Irrigation

Agriculture Meter (double check)
Agriculture Consumption Rate

Rates Effective 1/1/2023

\$	488.06	
\$	2,795	Per Million Gallons
\$	0.0209	Per Cubic Foot

Water Additional Fees

Meter Installation Fee, up to 1" (For non typical installations, as determined by City)
Meter Installation Fee deposit, greater than 1" (For non typical installations, as determined by City)
Standpipe Water Charges
Construction Meter Charges
 Flat fee up to 60 days, up to 1000CF, billed at standpipe rate after CF cap.
Water service fee*
After hours additional water service fee*
City ACH Autopay and Paperless Billing Discount*

\$	1,260.16	
\$	1,291.62	towards install cost
\$	0.04611	Per Cubic Foot
\$	71.06	
\$	75.00	
\$	75.00	
\$	2.00	

This does not include autopay thru Paymentus or a bank bill pay service. Only direct debit from a checking or savings account setup thru the City directly.

*Not subject to CPI adjustments

ALL RATES ARE SUBJECT TO CHANGE BASED ON CITY COUNCIL DECISIONS

SEWER

Regular sewer rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U) for the previous October.

Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U), October 2021-October 2022 8.932%

2022 rates implemented based on Sewer rate study completed in 2019. See study for more details.

The amount billed includes a fee or tax up to 7% calculated on the gross revenue of the sewer utility.

Sewer Residential and Commercial Charges

Monthly Fixed Charge

Meter Size (Inches)

5/8 × ¾ & ¾

1

1½

2

3

4

6

*Rates Effective 1/1/2023

Residential	Commercial	Multi-Family
\$ 44.65	\$ 69.77	\$ 69.77
\$ 62.54	\$ 97.72	\$ 97.72
\$ 77.67	\$ 126.96	\$ 126.96
	\$ 202.42	\$ 202.42
	\$ 767.79	\$ 767.79
	\$ 977.20	\$ 977.20
	\$ 1,465.80	\$ 1,465.80

Monthly Consumption Charge

SIC 1 consumption per cubic foot

SIC 1 consumption per gallon*

SIC 2 consumption per cubic foot

SIC 2 consumption per gallon*

SIC 3 consumption per cubic foot

SIC 3 consumption per gallon*

SIC 4 consumption per cubic foot

SIC 4 consumption per gallon*

SIC 4: BOD per pound

SIC 4: TSS per pound

Residential	Commercial	Multi-Family
\$ 0.03523	\$ 0.05491	\$ 0.05491
\$ 0.00471	\$ 0.00734	\$ 0.00734
	\$ 0.06858	
	\$ 0.00917	
	\$ 0.13348	
	\$ 0.01784	
	\$ 0.02172	
	\$ 0.00290	
	\$ 2.59157	
	\$ 1.58129	

***Rates Effective 1/1/2023**

*Utility meters and billing system operate using cubic feet, some rounding may occur when reviewing billed amounts in gallon format.

Direct Discharge Rates

Yearly Discharge Card	\$	67.72
Per Gallon Fee		
Waste Generated on Fidalgo Island	\$	0.1354
Waste Generated off Fidalgo Island	\$	0.1625

Sewer General Facilities Charges

Per ERU, see code for details

Table 13.08.020 ERU DETERMINATION ALTERNATIVE

TYPE OF BUILDING AND SEWER USE

	ERUs		GFC In-City
		\$	10,830
1. Single-family residence	1 each per unit	\$	10,830
2. Multiple-family residence	0.8 per dwelling unit	\$	8,664
3. Manufactured home space in manufactured home park (common building at additional commercial rate and laundry areas at laundry rate)	0.65 per space	\$	7,039
4. Recreational vehicle waste dumping station	0.65 per station	\$	7,039
5. Schools	0.030 per student capacity	\$	325
6. Churches (school uses at additional per student capacity rate)	0.64 per 100 seats	\$	6,931
7. Hospitals—General	1 per bed	\$	10,830
8. Convalescent hospitals	0.5 per bed	\$	5,415
9. Residential care/boarding facilities	0.25 per bed	\$	2,707
10. Hotels and motels (additional charges for restaurant or tavern at restaurant or tavern rate, laundry areas at laundry rates, and meeting room areas with fixtures at commercial rate)	0.25 per room or motel unit	\$	2,707
11. Food preparation and/or serving areas	0.15 per 100 sq feet	\$	1,624
12. Vehicle wash			
Self-service vehicle wash	1.17 per bay	\$	12,671
Full-service vehicle wash	15.66 per bay	\$	169,594
All other vehicle washes	See Wet industrial, 13.08.020F.15.		

13. Laundries and Laundromats
Industrial laundries
14. Commercial, office and dry industrial
Bath tub w/ or w/o shower
Dental unit or cuspidor
Dishwasher
Disposal
Drinking fountain
Floor drain
Fountain/backwash
Kitchen sink
Laundry tray
Lavatory
Service sink
Shower (each head)
Swimming pool/backwash
Urinal
Urinal trough (for each 2-foot section)
Wash sink (for each set of faucets)
Washing machine
Water closet

*Rates Effective 1/1/2023		
0.3 per 100 sq feet	\$	3,249
See Wet industrial, 13.08.020F.15.		
Charge for each plumbing fixture to be installed		
0.130	\$	1,408
0.100	\$	1,083
0.100	\$	1,083
0.100	\$	1,083
0.050	\$	541
0.013	\$	141
0.100	\$	1,083
0.080	\$	866
0.080	\$	866
0.050	\$	541
0.080	\$	866
0.130	\$	1,408
0.100	\$	1,083
0.170	\$	1,841
0.170	\$	1,841
0.080	\$	866
0.070	\$	758
0.330	\$	3,574

In case of a remodel in types 5—13 which results in no increase in the units on which the charge for a new building is calculated, the ERU for the remodel will be calculated on the basis of the fixtures added using the amounts in Item 14.

15. Wet industrial

To be determined on an individual basis by the city

16. Undefined building

To be determined on an individual basis by the city and sewer use

17. Additional loading or change of use

Determined on basis of new use for entire facility less credit for former use; no refunds if new use is less than former use

SOLID WASTE

Regular solid waste rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U) for the previous October.

Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U), October 2021-October 2022

8.932%

These rates do not include the State Refuse Tax of 3.6%

The amount billed includes a fee or tax up to 12% calculated on the gross revenue of the solid waste utility.

Rates effective 1/1/2023

Solid Waste Residential Rates, includes structures with more than one living unit

Contents	Tote Sizes	Minimum # of Totes	Maximum # of Totes	Monthly Rate	Additional Totes
Organics Tote	32, 64, 96 gallon	n/a	n/a	\$16.64	\$16.64
Recyclables Tote	32, 64, 96 gallon	1	n/a	\$13.62	\$13.62
Refuse Tote	21 gallon	1	1 per dwelling unit	\$10.91	n/a
Refuse Tote	32 gallon	n/a	3	\$20.27	\$20.27

Solid Waste Commercial Rates

Contents	Tote Sizes	Minimum # of Totes	Maximum # of Totes	Monthly Rate	Additional Totes
Organics Tote - Restaurants only	96 gallon	n/a	n/a	\$23.52	\$23.52
Recyclables Tote	n/a	n/a	n/a	n/a	n/a
Refuse Tote	21 gallon	n/a	1	\$10.91	n/a
Refuse Tote	32 gallon	n/a	5	\$20.27	\$20.27
Refuse Tote	96 gallon	n/a	3	\$56.13	\$56.13

Recycling Container Rates - Residential

Container Size	Monthly Rate	Extra Collections
1 Cubic Yard	\$37.84	\$22.71
2 Cubic Yard	\$68.12	\$30.27
3 Cubic Yard	\$105.97	\$37.84
6 Cubic Yard	\$136.24	\$45.41
8 Cubic Yard	\$196.79	\$60.55

10000
48
0.458333333

Refuse Drop Box Rental Rates PERMANENT - Commercial

Container Size	Monthly Rate, for rented box only	Delivery Fee	Tonnage Fee Per Ton*	Haul Fee Compactor Box	Haul Fee Non Compactor Box
10 Cubic Yard	\$155.92	\$116.94	At Cost plus \$1.00/ton	\$288.45	\$257.27
30 Cubic Yard	\$155.92	\$116.94	At Cost plus \$1.00/ton	\$288.45	\$257.27

Refuse Drop Box Rental Rates TEMPORARY - Prepayment Required

Container Size	Rates effective 1/1/2023				
	Delivery, Removal & 7 Days	Haul Fee Non Compactor Box	Tonnage Fee Per Ton*	Daily Rate, Starting 8th Day	Pre-Pay amount, includes all tax
10 Cubic Yard	\$420.98	\$257.27	At Cost plus \$1.00/ton	\$23.39	\$436.13
30 Cubic Yard	\$420.98	\$257.27	At Cost plus \$1.00/ton	\$23.39	\$436.13

Refuse Container Rates PERMANENT - Commercial

Container Size	Monthly Rate	Extra Collections
1.5 Cubic Yard	\$148.12	\$38.98
2 Cubic Yard	\$179.31	\$46.78
3 Cubic Yard	\$257.27	\$62.37
6 Cubic Yard	\$506.74	\$132.53
8 Cubic Yard	\$678.25	\$171.51

Refuse Container Rates TEMPORARY - Prepayment required

Container Size	Delivery, Removal & 7 Days	Daily Rate, Starting 8th Day	Extra Collections	Pre-Pay amount, includes tax
1.5 Cubic Yard	\$148.12	\$4.68	\$85.76	\$153.46
2 Cubic Yard	\$171.51	\$6.24	\$101.35	\$177.69
3 Cubic Yard	\$202.70	\$8.58	\$124.74	\$209.99
6 Cubic Yard	\$288.45	\$15.59	\$202.70	\$298.84
8 Cubic Yard	\$350.82	\$23.39	\$257.27	\$363.45

Solid Waste Additional Fees

Description	Per Unit
Additional Organics Dump	\$7.57
City Garbage Bags	\$6.24
City Garbage Bags - Retail Outlet Price	\$5.85
Non-Refrigerated Appliance	\$38.98
Organics Tote Cleaning Fee	\$15.14
Refrigerated Appliance	\$54.57
Refuse Overtime Call-Out, Per Hour	\$83.26
Replacement Tote Due To Negligence	At Cost plus \$12.35
Special Haul Per Cubic Yard	\$54.57
Refuse Return Trip	\$37.84
Organics Return Trip	\$11.85
Recycling Return Trip	\$11.85

STORM

Regular storm rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-
Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U), October 2021-October 2022 8.932%

The amount billed includes a fee or tax up to 7% calculated on the gross revenue of the storm utility.

Rates Effective 1/1/2023

Storm Residential and Commercial Charges

Monthly Fixed Charge

Single Family Residential (flat fee)	\$	14.64
Commercial per ERU per Month	\$	14.64
One ERU is 3,600 square feet of impervious area		

Effective 1/1/2019 until 12/31/2022 HM and LM1 zones rate reduction will decrease by 5% per year. Effective 1/1/2023 until 12/31/2028 this rate reduction will decrease by 10% per year. Effective 1/1/2029 all storm charges for properties located in the HM or LM1 zones will be charged the current charges without any reductions. The minimum billed will be 100% of 1 ERU.

Monthly Fixed Charge (HM and LM1 Zones)

	Rates Effective 1/1/2023	Rates Effective 1/1/2024	Rates Effective 1/1/2025
% of current rate	40%	50%	60%
Single Family Residential (flat fee)	\$ 5.86		
Commercial per ERU per Month	\$ 5.86		

Monthly Fixed Charge (HM and LM1 Zones)

	Rates Effective 1/1/2026	Rates Effective 1/1/2027	Rates Effective 1/1/2028
% of current rate	70%	80%	90%

Storm General Facilities Charges

Type; Residential and Commercial

	Rates Effective 1/1/2023
Per ERU, minimum of 1 ERU	\$ 1,962
Including Tax	

Explanation of Charges

Single-Family Properties: Residential properties are charged a flat rate per month, and are considered 1 ERU.

This rate was set based on aerial photo surveys which show that the average amount of impervious surface on a single-family parcel in Anacortes is approximately 3,600 square feet.

Commercial and Multi-Family Properties: Commercial properties are assessed a charge based on the actual amount of impervious surface area they contain (buildings, parking lots, etc.)(minimum of 1 ERU).

One ERU is equal to 3,600 square feet (ft²) of impervious surface.

Commercial Storm Water Fee = # ERU x Commercial per ERU per Month fee

Sample Calculation

A property has 10,000 ft² of impervious surface (parking lots, walkways, rooftops, etc.), so the storm water fee would be:

10,000 ft² /3,600 ft² = 2.78 ERU

2.78 ERU X \$14.64 per month per ERU = \$40.7 per month

IMPACT FEES

Unless otherwise determined, regular impact fees are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U) for the previous October.

Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U), October 2021-October 2022

8.932%

Parks, Fire, and Transportation impact fee rates are increased annually by the treasurer using the Engineering News Record Construction Index (CCI) as a basis for the increase.

Engineering News Record Construction Index (CCI), October 2021-October 2022

17.327%

Park Impact Fee Rate Schedule

Rates Effective 1/1/2023			Park Impact Fee adopted via Ord. 3085 <i>Rate Basis: Park & Recreation Impact Fee Study/Report dated 1/28/2021</i> <i>Park impact fee rates are increased annually by the treasurer using the Engineering News Record Construction Index (CCI) as a basis for the increase.</i>
Land Uses	Unit of Measure	Rate	
Single family	Dwelling	\$1,726.71	
Multi-family, per dwelling unit	Dwelling	\$1,244.05	
Commerical, Retail	Per 1,000 sq. ft.	\$1,452.35	
Commerical, Industrial	Per 1,000 sq. ft.	\$726.18	
Commerical, Services	Per 1,000 sq. ft.	\$2,234.40	
Commerical, Gov/Edu	Per 1,000 sq. ft.	\$2,234.40	

Fire Impact Fee Rate Schedule

Rates Effective

1/1/2023

Land Uses	Unit of Measure	Rate
Residential		
Single family	Dwelling	\$590.94
	EMS Portion	\$460.92
	Fire Portion	\$130.01
Multi-family, per dwelling unit	Dwelling	\$500.81
Commercial		
Commercial 1		
Land uses (NAICS)		
Wholesale/retail trade (42, 44-45)	Per 1,000 sq. ft.	\$1,695.82
Warehousing (49)		
Information (51)		
Finance & Insurance (52)		
Real Estate and Rental & Leasing (53)		
Professional, Scientific, & Technical Services (54)		
Food Services & Drinking Places (722)		
Commercial 2		
Land uses (NAICS)		

Fire Impact fees updated via Ord 3030

Rate Basis: Fire Impact Fee Study/Report dated 12/5/18

Per study, 22% is for Fire and 78% is for EMS.

Fire Portion is waived for Single Family Residence with Sprinkler System

Fire impact fee rates are increased annually by the treasurer using the Engineering News Record Construction Index (CCI) as a basis for the increase.

Manufacturing (31-33)	Per 1,000 sq. ft.	\$13.96
Commercial 3		
<i>Land uses (NAICS)</i>		
Transportation (48)	Per 1,000 sq. ft.	\$2,843.43
Health Care and Social Assistance (62)		
Arts, Recreation & Entertainment (71)		
Accommodation (721)		
Religious Organizations (8131)		
Commercial 4		
<i>Land uses (NAICS)</i>		
Educational Services (61)	Per 1,000 sq. ft.	\$538.83
Public Administration (92)		

Transportation Impact Fee Rate Schedule

Rates Effective		1/1/2023	Transportation Impact fee rate adopted via Ord. 3011 Rate Basis: 2016 Comprehensive Plan Transportation Element Notes: 1. Transportation impact fee rates are increased annually by the treasurer using the Engineering News Record Construction Index (CCI) as a basis for the increase. 2. P.M. peak hour trips are determined by using the latest version of the ITE Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use(s) that are the subject of the permit. PM peak hour is the sixty minute period between 4:00 p.m. and 6:00 p.m. with the greatest sum of traffic volumes on a roadway segment or passing through the area of a transportation improvement project. Other trip generation rate sources approved by the City may be used where ITE data are based on a limited survey base or where there may be special trip generating characteristics of the proposal. 3. If the land use does not fit into any of the categories specified in the land use table in the ITE Trip Generation Manual, the City Engineer may use the most directly comparable type of land use. Review Fee for independent fee calculation: \$500 + additional staff time spent in the review and cost of consultant services if the City deems these services to be necessary.
Land Uses	Unit of Measure*	Rate	
Cost per New P.M. Trip Generated		\$3,570.95	
Residential			
Single family (detached)	Dwelling	\$ 3,570.95	
Duplex or Cottage	Dwelling	\$ 2,213.99	
Apartment (rental, low/med/high rise)	Dwelling	\$ 2,071.15	
Low-Rise Apartment (rental, 1-2 levels)	Dwelling	\$ 1,392.67	
Mid-Rise Apartment (rental, 3-10 levels)	Dwelling	\$ 1,249.83	
High-rise (rental, more than 10 levels)	Dwelling	\$ 1,856.90	
Residential condominium/townhouse (ownership units) with at least 1 other owned unit in structure)	Dwelling	\$ 2,785.34	
Low-rise res. condo/townhome	Dwelling	\$ 1,356.96	
High-Rise Residential Condo/Townhome	Dwelling	\$ 2,106.86	
Mobile Home	Dwelling	\$ -	
Commercial - Services			
Bank (drive-in)	sq. ft. / GFA	\$ 86.77	
Day Care	sq. ft. / GFA	\$ 43.49	
Hotel/Motel	room	\$ 2,142.57	
Gasoline/Service Station	fueling position	\$ 49,529.14	
Gasoline/Service Station w/ Convenience Mart	fueling position	\$ 48,243.60	
Quick Lubrication Vehicle Stop	servicing position	\$ 18,533.25	
Marina	berth	\$ 678.48	

Institutional		
Elementary School	student	\$ 535.64
Middle School	student	\$ 571.35
High School	student	\$ 464.22
Church	sq. ft. / GFA	\$ 1.96
Hospital	sq. ft. / GFA	\$ 3.32
Assisted Living, Nursing Home, Group Home	bed	\$ 1,035.58

Transportation Impact Fee Rate Schedule

Land Uses	Unit of Measure*	Rate
Industrial		
Light Industry/Manufacturing/Industrial Park	sq. ft. / GFA	\$ 3.46
Warehousing/Storage	sq. ft. / GFA	\$ 1.14
Mini Warehouse	sq. ft. / GFA	\$ 0.93
Restaurant		
Restaurant	sq. ft. / GFA	\$ 26.75
Fast Food Restaurant (w/ drivethrough)	sq. ft. / GFA	\$ 116.59
Coffee/Donut Shop with Drive-Through Window	sq. ft. / GFA	\$ 152.84
Coffee/Donut Shop without Drive-Through Window	sq. ft. / GFA	\$ 145.52
Commercial - Retail		
Specialty Retail Center (small strip shopping center)	sq. ft. / GFA	\$ 9.68
Apparel Store	sq. ft. / GFA	\$ 13.68
Automobile Sales	sq. ft. / GFA	\$ 9.36
Auto Parts Sales	sq. ft. / GFA	\$ 21.35
Supermarket	sq. ft. / GFA	\$ 33.85
Convenience Market (open 24 hrs)	sq. ft. / GFA	\$ 187.15
Furniture Store	sq. ft. / GFA	\$ 1.61
Nursery/Garden Center	sq. ft. / GFA	\$ 24.78
Pharmacy/Drugstore (w/ drivethrough)	sq. ft. / GFA	\$ 35.39
Hardware/Building Materials Store	sq. ft. / GFA	\$ 16.03
Discount Merchandise Store (Free Standing)	sq. ft. / GFA	\$ 17.78
Commercial - Office		
General office building (multiple tenants)	sq. ft. / GFA	\$ 5.32
Single tenant office building	sq. ft. / GFA	\$ 6.21
Medical/Dental Office Building	sq. ft. / GFA	\$ 12.75

*For uses with a standard of measure in square feet, trip rate is given as trips per 1,000 square feet, and impact fee is dollars per square foot.

Engineering and development fees

Unless otherwise determined, regular engineering and development fees are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U) for the previous October.

Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U), October 2021-October 2022

8.932%

Originally Adopted by ordinance 2266

Rates Effective 1/1/2023

Application for encroachment agreement	\$	121.03		
Application for utility extension	\$	121.03		
Application for street improvement waiver	\$	121.03		
Application for curb cut permit	\$	60.51		
Application for street cut/R.O.W. permit				
Inside traveled way	\$	60.51		
Outside traveled way	\$	24.21		
Engineering plan reviews	0.5% approved engineering estimate for all public works improvements			
Construction inspection	\$	605.14	plus	
	1.5% approved engineering estimate for all public works improvements, with a reduction of up to 50% of the percentage fee approvable by the director of engineering and development services when he/she finds that the developer provides on-site construction inspection and construction engineering through private consultants to the same standard as that of the city			
Reinspection fees for curb cuts, street cuts and sewer connections	additional one-half of the original permit fee			
Sewer inspection fee	\$	60.51		
Monitoring clearing and grading permitted activity	\$	121.03	plus	\$ 30.26 per acre

Planning, Community, & Economic Development Department

Land Use Application Fees - Updated Effective 2/1/2022

Permit Type		Fee	Notes
PLN	Administrative Permits Interpretations, determinations, departures	\$120	<i>Min. 1 hour</i>
PLN	Appeals Decisions, Administrative Orders, SEPA Determinations	\$200	<i>If appeal is won, City will reimburse appeal fee</i>
LPS	Annexation	\$1,870	<i>For projects requiring more than 20 hours of staff time the applicant will be billed at the hourly Planning Dept. rate</i>
BLA	Boundary Line Adjustment	\$240	
	Comprehensive Plan Amendment		
CPA	Amendment Petition Submittal	\$960	
	If Docketed	\$1,870	<i>Must be paid within 14 days of Ord. setting docket</i>
	Conditional Use Permit		
	Administrative	\$850	
	Quasi-Judicial	\$1,870	
CUP	Essential Public Facility	\$1,570	<i>For projects requiring more than 20 hours of staff time the applicant will be billed at the hourly Planning Dept. rate</i>
	Wireless Facility	\$1,330	<i>Plus \$120 per facility <u>and</u> actual cost of HE, including \$1,000 pre-payment</i>
	Critical Areas		
CAX	Letter of Exemption	\$120	
CAP	Permitted Alteration	\$1,090	
CAV	Reasonable Use/Variance	\$1,630 plus HE fees	
BLD	Demolition Permit	\$60	
PLN	Development Agreement	\$1,570	<i>For projects requiring more than 20 hours of staff time the applicant will be billed at the hourly Planning Dept. rate</i>
BLD	Fence Permit	\$15	

Planning, Community, & Economic Development Department

Land Use Application Fees - Updated Effective 2/1/2022

Permit Type		Fee	Notes
FLD	Floodplain Development Permit	\$120	
PLN	Framework Development Plan	\$1,570	
			<i>For projects requiring more than 20 hours of staff time the applicant will be billed at the hourly Planning Dept. rate</i>
HMO	Home Occupation Permit	\$150	
	Land Divisions - Preliminary		
SPL	Short Plat (up to 9 lots)	\$1,090	
LPS	Long Plat (over 9 lots)	\$1,870	
	Binding Site Plan:		
BSP	Less than 10 lots	\$1,090	
	10+ lots	\$1,870	
	Unit Lot Subdivision		
ULS	Less than 10 lots	\$360 + \$1,090	Type 1 site plan review + short plat
	10+ lots	\$1,090 + \$1,870	Type 2 site plan review + short plat
SPL	Short Subdivision Amendment/Modification	\$1,090	
LPS	Long Plat Amendment/Modificaiton	\$1,870	
	Land Divisions - Final		<i>Final fees added on to original permit application</i>
	Short Plat (up to 9 lots)		
	with site improvements	\$480	
	without site improvements	\$240	
	Long Plat (over 9 lots)	\$600	
	Binding Site Plan:		
	with site improvements	\$480	
	without site improvements	\$240	
	Unit Lot Subdivision		
	Less than 10 lots	\$360	
	10+ lots	\$600	
	Short Subdivision Amendment/Modification	\$240	
	Long Plat Amendment/Modificaiton	\$600	

Planning, Community, & Economic Development Department

Land Use Application Fees - Updated Effective 2/1/2022

Permit Type		Fee	Notes
Pre-Application Meeting			
PRE	General Information	\$0	
	Pre-submittal	\$240	<i>Fee credited to formal application fee, if submitted within 6 months</i>
REZ	Rezone Site specific/authorized by Comp. Plan	\$1,870	
SEPA Review			
SEPA	Threshold Determination	\$480	<i>May be added to parent permit fees</i>
	EIS	Actual cost of prep	
Shoreline Permits			
SLX	Letter of Exemption	\$240	
Shoreline Substantial Development Permit			
SDP	Type 3	\$1,630	
	Type 4	\$1,870	
SCUP	Shoreline CUP	\$300	<i>Plus parent SDP fees</i>
SLV	Shoreline Variance	\$300	<i>Plus parent SDP fees</i>
Site Plan Review			
SPR	Type 1 - <u>Less than</u> : 10 dwelling units, 12,000 sq. ft. of nonresidential gross floor area, or 20,000 sq. ft. of nonresidential site improvements	\$360	<i>May be added to building permit fees</i>
	Type 2 - <u>More than</u> : 10 dwelling units, 12,000 sq. ft. of nonresidential gross floor area, or 20,000 sq. ft. of nonresidential site improvements	\$1,090	
PLN	Stormwater Management Manual Adjustments & Exceptions	\$1,090	
ROW	Vacation of Right-of-Way	\$480	<i>Plus actual cost of appraisal</i>
Variance			
VAR	Level 1	\$730	
	Level 2	\$1,330	<i>Plus actual cost of HE, including \$1000 pre-payment</i>

Planning, Community, & Economic Development Department

Land Use Application Fees - Updated Effective 2/1/2022

Permit Type	Fee	Notes
Wireless Service Facilities		
WSF	Wireless Service Facility Permit	Per facility
	Eligible Facility Determination	
	Master ROW Use Agreement	
Other Planning Review		
	Additional plan review requested by changes, additions, or revisions to plans after 2 reviews have been completed.	Min. 1 hour
	Planning review for activities not specifically listed above, as determined by director	Min. 1 hour
Other Fees		
	Consultant/3rd Party Review Fees	Actual Cost
	Additional notice publication costs necessitated by changes, additions, or revisions to an application.	Actual Cost
Other Fees - Added to Parent Permit		
	Minor Permit Revision	\$300
	Major Permit Revision	Cost of new application
	ADU Review	\$120
	Permit Time Extension	\$120
	Stormwater Review	\$150 per lot for subdivisions or \$0.08/sq. ft. of new or replaced hard surface For more than 2 reviews, billed at hourly rate
	Critical area report review/confirmation	\$120 New add-on fee
	SFR or duplex site plan review	\$60
	Sign Permit Review	\$60
Transportation Concurrency Review		

Planning, Community, & Economic Development Department**Land Use Application Fees - Updated Effective 2/1/2022**

Permit Type	Fee	Notes
Consultant Review	Actual Cost	<i>100% consultant cost</i>
Staff Review	\$60/hour	<i>Min. 1 Hour</i>

Parks Fees

Various Parks Fees

Washington Park

Rates effective 1/1/2023

Utility Non-Resident	\$	34
Utility - Resident	\$	25
Non-Utility - Non Resident	\$	27
Non-Utility - Resident	\$	23
Boat Lot Daily Non-Resident	\$	12
Boat Lot Daily - Resident	\$	9
Boat Lot Annual Non-Resident	\$	240
Boat Lot Annual Resident	\$	160
Group Camp	\$	120
Group Picnic Weekdays	\$	57
Group Picnic Weekends	\$	81
Hiker/Biker	\$	14
Lot B Overflow Parking	\$	10
Bundle of Wood	\$	7

Regular parks rates are indexed annually by the treasurer to reflect one hundred percent of any change from the Consumer Price Index for Seattle-Tacoma-Bellevue-All Urban Wage Earners (CPI-U) for the previous October. Rates are rounded to the nearest dollar.

Cemetery

Rates effective 6/27/2022

All fees at Grand View Cemetery shall be adjusted each year based on the Consumer Price Index - West Region All Items (CUUR0400SA0) as published by the U.S. Department of Labor- Bureau of Labor Statistics. They will be adjusted on March 1st of each year based on the previous years CPI change.

PROPERTY

Grave site	\$	1,018
15% endowment care	\$	152
Total Grave Site	\$	1,170
Grave Site (Youth)	\$	321
15% endowment care	\$	49
Total Grave Site	\$	370
Grave Site (Cremation)	\$	535
15% endowment care	\$	81
Total Grave Site	\$	616
Mausoleum - Eco Niches/Single only	Catalog Price	
Mausoleum - Simplicity Niches	Catalog Price	
Extended Property Use	\$	213
Extended Niche Use	\$	213

SERVICES

Opening & Closing - Regular	\$	535
Opening & Closing - Vault	\$	682
Opening & Closing- Ground inurnment/No Service	\$	142
Opening & Closing - Ground inurnment/Service	\$	249
Opening & Closing- Eco or Simplicity Niches	\$	71
Opening & Closing - Youth	\$	286
Opening and Closing - Crypt/includes name plate and vase	\$	641
Disinterment - Removal from Cemetery		
Standard	\$	1,284
Youth	\$	785
Cremated remains	\$	178
Relocation - Within Cemetery		
Standard	\$	2,353
Youth	\$	1,069
Cremated remains	\$	357

MATERIALS**

Grave Liner	\$	466	tax included
Youth Liner	\$	334	tax included
Concrete Cremation Urn Liner	\$	194	tax included
15.25"W x 9.75"L x 9.50"D			

MISCELLANEOUS SERVICES

Lot Transfers	\$	50
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Overtime Charge

Saturday Standard Burial Charge	\$	499
Saturday Cremation Burial Charge	\$	286
Hourly Rate	\$	142

MEMORIAL MARKER SERVICES

Placement fee for Flat-Bronze or Granite: \$.57 per square inch of the outside dimension (length x width) of the marker.

Placement fee for Pillowed Markers: \$.71 per square inch of the outside dimension (length x width) of the marker.

Placement fee for Slants and Hickeys: \$.85 per square inch of the outside dimension (length x width) of the marker. If the slant or hickey has a granite base, then the fee is based upon the outside dimension (length x width) of the granite base.

Placement fee for Monuments: \$1.00 per square inch of the outside dimension (length x width) of the monument's granite base.

Resetting fee for flats and pillowed markers	\$	57
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Resetting fee for monuments/slants/hickeys	\$	135
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Concrete Collars for FLAT marker sizes**

16 x 8		
20 x 10	\$	139 tax included
24 x 12	\$	155 tax included
36 x 12	\$	186 tax included
Larger than 36 x 12	\$	304 tax included

Concrete Slabs provided by Cemetery**

32 x 20 x 4	\$	172 tax included
36 x 24 x 4	\$	186 tax included
44 x 20 x 4	\$	201 tax included
56 x 20 x 4	\$	216 tax included
44 x 26 x 4	\$	232 tax included
48 x 24 x 4	\$	232 tax included
64 x 20 x 4	\$	249 tax included
68 x 24 x 4	\$	264 tax included
84 x 20 x 4	\$	286 tax included
84 x 26 x 4	\$	380 tax included
92 x 26 x 4	\$	426 tax included

**Subject to 8.8% Washington State Sales Tax

Utility Discount Program Proposal

Federal Poverty Guidelines	
Household Size	
1	\$13,590
2	\$18,310
3	\$23,030
4	\$27,750
5	\$32,470
Each add'l person	\$4,720

Current Eligibility Rates for COA	Proposed Eligibility Rates
150%	200%
\$20,385	\$27,180
\$27,465	\$36,620
\$34,545	\$46,060
\$41,625	\$55,500
\$48,705	\$64,940
\$7,080	\$9,440

Utility Discounts	Present Rate	20%	25%	30%	40%	50%
water	\$22.89	\$18.31	\$17.17	\$16.02	\$13.73	\$11.45
storm	\$13.44	\$10.75	\$10.08	\$9.41	\$8.06	\$6.72
sewer	\$43.14	\$34.51	\$32.36	\$30.20	\$25.88	\$21.57
refuse 21-gallon	\$10.01	\$8.01	\$7.51	\$7.01	\$6.01	\$5.01
refuse 32-gallon	\$18.61	\$14.89	\$13.96	\$13.03	\$11.17	\$9.31
recycling	\$12.51	\$10.01	\$9.38	\$8.76	\$7.51	\$6.26
organics	\$15.28	\$12.22	\$11.46	\$10.70	\$9.17	\$7.64
fiber 100mg	\$39.00	\$31.20	\$29.25	\$27.30	\$23.40	\$19.50
fiber 1g	\$69.00	\$55.20	\$51.75	\$48.30	\$41.40	\$34.50
wifi	\$10.00	\$8.00	\$7.50	\$7.00	\$6.00	\$5.00



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 8.e.

Agenda Item Title: Ordinance 4035: Oversize Parking

Staff Contact(s): DAVE FLOYD, DARCY SWETNAM

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
DARCY SWETNAM	Ordinance
STEVE HOGLUND	

Item Summary: This ordinance amends the existing 72 hour parking rule to clarify a distance vehicles must be moved to avoid non-compliance and provides parking limits for oversized vehicles, which pose safety hazards to pedestrians and other vehicles.

Budget Impact:

N/A

Previous Action: N/A

Recommended Motion: None at this time - first read ordinance.

Alternative Actions: Consider additional parking restrictions.

Attachments (listed in order presented):

1. 221115 - Ord 4035 - Oversize Parking Ordinance

Ordinance No. 4035

An Ordinance Amending AMC Chapter 10.12 Regarding General Parking Time Limits and Oversized Vehicles and Equipment in Residential Zones

Whereas the City Council desires to improve the regulation of parking throughout the City;

Whereas the existing 72-hour parking rule does not specify a distance a vehicle must be moved to avoid non-compliance with the rule;

Whereas parked oversize vehicles limits sight distance and poses safety hazards to pedestrians and vehicular traffic that are especially significant on narrow residential streets;

Now, therefore, the City Council of the City of Anacortes does ordain as follows:

Section 1. AMC 10.12.010, Seventy-two hour limit, is revised to read as follows:

10.12.010 ~~Seventy-two hour limit~~ General time limits.

~~No person shall stop, stand, or park a vehicle, or allow such vehicle to be parked for a continuous period in excess of seventy-two hours or they may be issued a citation, and any such vehicle found to be unlawfully parked in violation of this section shall be subject to impound by the city of Anacortes, provided this shall be a defense to any prosecution for a violation of this section that the vehicle or vehicles cited are owned by a bonafide resident to the property immediately adjacent to the street area on which such vehicle or vehicles are parked, and further, that said vehicle or vehicles do not constitute abandoned junk motor vehicles as defined by RCW 46.55.230; and, furthermore that such vehicle or vehicles are passenger cars as defined in RCW 46.04.382 and are not motor homes as defined in RCW 46.04.305 or campers as defined in RCW 46.04.085.~~

A. It is unlawful to stop, stand, or park a vehicle for a continuous period in excess of 72 hours on any given street block unless all of the following are true:

1. the possessor or owner of the vehicle has permission of a resident of the real property immediately adjacent to the street on which such vehicle is parked;
2. the vehicle is a passenger car; and
3. the vehicle is not a junk vehicle.

B. It is unlawful to stop, stand, or park a motor home, travel trailer, trailer, or any other vehicle more than 80 inches wide for a continuous period in excess of four hours on any given street block in a residential area unless at least one of the following is true:

1. the possessor or owner of the vehicle has permission of a resident of real property immediately adjacent to the street on which such vehicle is parked; or

2. the vehicle is a trailer associated with an adjacent delivery or with machinery or equipment associated with adjacent construction.

C. Any vehicle found to be unlawfully parked in violation of this section may be impounded by the City of Anacortes.

D. For the purposes of this section:

1. the terms “camper,” “city street,” “motor home,” “park,” “stand,” “stop,” “trailer,” “travel trailer,” “passenger car,” “registered owner,” and “vehicle” have the meanings found in RCW Chapter 46.04;

2. “junk vehicle” has the meaning found in RCW 46.55.010;

3. “residential area” means any of the zones listed in AMC 19.40.030 and the following additional areas that are characterized by residential development:

i. the LM zone between M and O avenues and between 2nd and 5th streets;

ii. the CBD zone between N and O avenues and between 3rd and 5th streets;

iii. the CBD zone between Q and R avenues and between 4th and 8th streets;

iv. the MS zone between T and U avenues and between 3rd and 4th streets;

4. “street block” means the section of a city street that lies between two other city streets that cross the street roughly perpendicularly.

Section 2. AMC 10.12.060, Penalty, is revised to read as follows:

10.12.060 Penalty

~~Any person, firm or corporation who violates, or permits, or allows anyone to violate this article, or the registered owner of any vehicle found in violation of this article, shall be guilty of a misdemeanor, and shall upon conviction be fined up to two hundred fifty dollars. Unless otherwise specified, a person who violates this Chapter, or the registered owner of any vehicle found in violation of this Chapter, may be punished by a class 2 civil infraction per Chapter 7.80 RCW, carrying a maximum penalty and default amount of \$125.00, not including statutory assessments.~~

Section 3. Consistent with RCW 35A.12.130, this ordinance takes effect five days after passage and publication.

PASSED and APPROVED this ____ day of _____, 2022.

CITY OF ANACORTES:

Matt Miller, Mayor

Attest:

Steve Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 8.f.

Agenda Item Title: Ordinance 4036: Sidewalk Obstruction

Staff Contact(s): DAVE FLOYD, DARCY SWETNAM

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
DARCY SWETNAM	Ordinance
STEVE HOGLUND	

Item Summary: This proposed ordinance separates sidewalk obstruction from blocking streets or alleys and provides clearer guidance about when sidewalk obstruction is prohibited by the Code and when it is allowed.

Budget Impact:
N/A

Previous Action: N/A

Recommended Motion: None at this time - this is a first read.

Alternative Actions: Explore other policy options.

Attachments (listed in order presented):

1. 221115 - Ord 4036 - Sidewalk Obstruction Ordinance

Ordinance No. 4036

An Ordinance Amending AMC Chapter 9.24 Regarding Street and Sidewalk Obstructions

Whereas it is the intent of the City Council to ensure that municipal right of ways, including streets, alleys, and sidewalks can be effectively and safely used for vehicular and pedestrian transportation and short-term parking;

Whereas obstruction of streets and alleys is distinguishable from obstruction of sidewalks;

Whereas obstruction of sidewalks is of particular concern for low-income people who may not have vehicles and elderly and other people with mobility challenges;

Now, therefore, the City Council of the City of Anacortes does ordain as follows:

Section 1. AMC 9.24.010, Obstructing streets, alleys, or sidewalks, is amended to read as follows:

9.24.010 Obstructing streets, or alleys, or sidewalks.

A. ~~A person is guilty of obstructing streets, sidewalks or alleys if he (1) places or allows to remain on any sidewalk or alley any object or objects, including a vehicle, which obstructs free and public travel upon said alley or sidewalk, except that goods, wares and merchandise may be placed on the sidewalk in front of any commercial building by the occupant thereof, not to exceed thirty inches from the property line; (2) It is unlawful to~~ leaves any object except a vehicle licensed under RCW Title 46, on a street or alley in such a manner as to obstruct free and public travel thereon. Vehicles licensed under RCW Title 46 are regulated by parking ~~ordinances~~ regulations in AMC Chapter 10.12.

B. ~~Obstructing streets, alleys or sidewalks is a crime. A person who violates this section is guilty of a misdemeanor and may be punished by a fine not to exceed \$1,000 or imprisonment not to exceed 90 days, or by both such fine and imprisonment.~~

Section 2. *New section* AMC 9.24.015, Sidewalk obstruction, is adopted to read as follows:

9.24.015 Sidewalk obstruction.

A. It is unlawful to obstruct a sidewalk by placing or allowing to remain on any sidewalk any object or objects, including a vehicle, that obstructs free and public travel upon said sidewalk, except when permitted by a sidewalk use permit issued per AMC Title 12, and except that goods, wares, and merchandise may be placed on the sidewalk in front of any commercial building by the occupant thereof within 30 inches of the property line.

B. It is unlawful to sit or lie down upon a public sidewalk, or upon a blanket, chair, stool, bollard, planter, fountain, railing or any other object placed upon a public sidewalk, between 8:00 a.m. and 10:00 p.m. in the Central Business District or Commercial zones as defined in AMC 19.40.030.

C. Exceptions. The prohibition in subsection B of this section does not apply to any person:

1. sitting or lying down due to a medical emergency;
2. who, as the result of a disability, utilizes a wheelchair, walker, or similar device to move about the public right-of-way;
3. operating or patronizing a commercial establishment conducted on the public right-of-way pursuant to a street use permit;
4. participating in or attending a parade, festival, performance, rally, demonstration, meeting, or similar event conducted on the public right-of-way pursuant to a street use or other applicable permit;
5. sitting on a chair or bench located on the public sidewalk which is supplied by a public agency or by the abutting private property owner;
6. sitting on a public sidewalk within a bus stop zone while waiting for public or private transportation.

D. Nothing in any of the exceptions in subsection C may be construed to permit any conduct which is prohibited by AMC 9.24.030, Disorderly conduct, or AMC 9.24.050, Pedestrian interference.

E. A violation of this section is a class 3 civil infraction per Chapter 7.80 RCW, carrying a maximum penalty and default amount of \$50.00, not including statutory assessments.

F. Notwithstanding and in lieu of the penalties provided under subsection E, a person who violates this section, upon conviction of a third or subsequent offense, is guilty of a misdemeanor and may be punished by a fine not to exceed \$1,000 or imprisonment not to exceed 90 days, or by both such fine and imprisonment.

Section 3. Consistent with RCW 35A.12.130, this ordinance takes effect five days after passage and publication.

PASSED and APPROVED this ____ day of _____, 2022.

CITY OF ANACORTES:

Matt Miller, Mayor

Attest:

Steve Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney



City Council Agenda Bill

Meeting Date: November 21, 2022 **Agenda Item:** 8.g.

Agenda Item Title: Ordinance 4037: Trespass on City Property

Staff Contact(s): DAVE FLOYD, DARCY SWETNAM

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
DARCY SWETNAM	Ordinance
STEVE HOGLUND	

Item Summary: This ordinance establishes consistent standards for conduct on City property and procedures for trespassing individuals who do not follow those standards.

Budget Impact:
N/A

Previous Action: N/A

Recommended Motion: None at this time - this is a first read.

Alternative Actions: Consider alternative regulations.

Attachments (listed in order presented):

1. 221115 - Ord 4037 - Trespass Ordinance

Ordinance No. 4037

An Ordinance Adopting a new Chapter 9.50 in the Anacortes Municipal Code Regarding Conduct and Trespassing on City Property

Whereas the City Council may, pursuant to Section 35A.11.020 of the Revised Code of Washington exercise its police powers to adopt ordinances to regulate activity on City property consistent with State, Federal, and constitutional limitations;

Whereas the City Council desires to set a uniform standard for acceptable conduct across all City facilities and other City property;

Whereas the City Council recognizes the importance of providing for due process in review of trespass warnings, and protecting the First Amendment rights of the public;

Now, therefore, the City Council of the City of Anacortes does ordain as follows:

- Section 1. New chapter AMC 9.50 is adopted to read as shown in Attachment A.
- Section 2. Consistent with RCW 35A.12.130, this ordinance takes effect five days after passage and publication.
- Section 3. The facilities division of Public Works is directed to erect signage at city parks and facilities describing the Conduct Prohibited by AMC 9.50.040.
- Section 4. The police chief is directed to provide a report to the City Council of enforcement actions taken pursuant to this ordinance through December 31, 2023, on or before February 1, 2024.

PASSED and APPROVED this ____ day of _____, 2022.

CITY OF ANACORTES:

Matt Miller, Mayor

Attest:

Steve Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney

Attachment A

Chapter 9.50 Conduct and Trespassing on City Property

9.34.010 Purpose and Policy

- A. The purpose of this Chapter is to:
 - 1. adopt a legally sound process for being able to exclude from City property persons whose behavior is dangerous, unsafe, illegal, or unreasonably disruptive to other users;
 - 2. define the process for issuance of trespass warnings and their content; and
 - 3. provide procedures for a recipient of a trespass warning to promptly appeal the warning to protect their right to engage in legitimate activities protected by the state and federal constitutions.
- B. This Chapter is enacted as an exercise of the city's authority to protect and preserve the public health, safety, and welfare under Article XI, Section 11 of the Washington State Constitution.
- C. This Chapter is intended to be enforced to emphasize voluntary compliance with laws and City rules and so that inadvertent minor violations of this section can be corrected without resort to a trespass warning.

9.34.020 Applicability

- A. This Chapter applies to behavior on all real property in the City of Anacortes owned or leased by the City of Anacortes, including real property that the City owns or operates in common with another jurisdiction, including but not limited to:
 - 1. municipal buildings, including City Hall, the public library, the museum, the Depot, the Anacortes Senior Activity Center;
 - 2. parks, trails, and other open spaces;
- B. This Chapter does not apply to public streets and sidewalks.

9.50.030 Definitions

"Police chief" means the chief of the City of Anacortes Police Department or other person designated by the chief to perform the duties described in this chapter.

"Trespass warning" means a document informing the recipient that they are prohibited from entering a specified place for a specified period of time, consistent with the requirements of this chapter..

9.50.040 Prohibited Conduct

- A. The following behavior is prohibited by this Chapter in the places to which this Chapter applies:
1. **Dangerous behavior.** Any behavior that creates an imminent and unreasonable risk of injury or harm to either persons or property of another or the actor.
 2. **Illegal behavior.** Any behavior that is prohibited by the laws of the United States, Washington State, Skagit County, or the City including, but is not limited to, any of the following types of behavior:
 - a. Threatening another person by communicating either directly or indirectly to another person the intent to cause bodily injury in the future to the person threatened or to any other person;
 - b. Selling or using alcohol or drugs;
 - c. Threatening or harassing behavior (e.g., fighting or threatening to fight, brandishing a weapon, stalking, verbally threatening to harm others or their property);
 - d. Assaulting staff or other patrons;
 - e. Urination or defecation other than in facilities intended for that function;
 - f. Sexual misconduct or harassment (e.g., indecent exposure, offensive touching, sexual acts);
 - g. Vandalism or placing graffiti;
 - h. Starting a fire in an undesignated area.
 3. **Unreasonably disruptive behavior.** Any behavior that, in consideration of the nature, scope, use and purpose of the publicly owned property in question, unreasonably interferes with others' use and enjoyment of publicly owned property, including but not limited to:
 - a. Use of unreasonably hostile or aggressive language or gestures; or
 - b. Unreasonably loud vocal expression or unreasonably boisterous physical behavior; or
 - c. Using electronic or other communication devices in a manner that is unreasonably disruptive to others; or
 - d. Unreasonably interfering with the free passage of staff or patrons in or on public property; or
 - e. Behavior that is unreasonably inconsistent with the normal use for which the publicly owned property was designed and intended to be used (e.g., engaging in loud conversation in a library setting).

- B. Exception. Any constitutionally protected action or speech is excluded from the prohibited conduct described in this section.

9.50.050 Authority to issue trespass warnings – Service.

- A. Officers of the city police department are authorized to issue a trespass warning to any person who the officer has probable cause to believe has violated AMC 9.50.040.
- B. The warning may be based upon observation by a police officer or a city employee or may be based upon a civilian report that would ordinarily be relied upon by police officers in the determination of probable cause.
- C. The person need not be charged, tried, or convicted of any crime or infraction for the trespass warning to be issued or be effective.
- D. Trespass warnings may be served upon the person subject to the warning using one of the following methods:
 - 1. first class mail to the person at the person's last known address;
 - 2. personally; or
 - 3. if the person cannot be located by one of the first two methods after a diligent search, by publication in a newspaper of general circulation.
- E. Service is effective:
 - 1. on the date the notice is personally received;
 - 2. in the case of service by mail, three days after the notice is mailed; or
 - 3. in the case of service by publication, 15 days after publication.
- F. The trespass warning becomes effective, and the duration starts to run, upon the effective date of service.

9.50.060 Content of trespass warning.

- A. The trespass warning must be in writing and contain:
 - 1. the date of issuance;
 - 2. a description the behavior that is the basis for the trespass warning;
 - 3. the place(s) of exclusion consistent with subsection (B) of this section;
 - 4. the length of exclusion consistent with AMC 9.50.070;
 - 5. the signature of the issuing police officer;
 - 6. a description of the consequences for failure to comply consistent with AMC 9.50.100.

- B. A trespass warning for a place or places may not prohibit access to another place or places that are unrelated to or not a part of the place where the conduct that is the subject of the trespass warning occurred.

9.50.070 Duration of exclusion.

- A. The duration of exclusion for a trespass warning issued under this Chapter will be for one year from the date of issuance.

9.50.080 Review procedure.

- A. For good cause, the police chief may rescind, shorten, or modify a trespass warning consistent with this section.
 - 1. A written request for review of a trespass warning must be delivered to the city clerk no later than seven business days after it is issued.
 - 2. The police chief must hold a review hearing on the decision within one week of receipt of a request for review of a trespass warning.
 - 3. The city clerk must notify the person subject to the warning of the date, time, and place, telephone number or electronic means at or by which the review will be conducted.
 - 4. The review decision must be communicated no later than five business days following the review.
 - 5. The review decision must inform the person subject to the warning of the right to seek judicial review of the decision and that the time frame for seeking judicial review runs from the date of service of the written decision.
- B. For purposes of this section, “good cause” to rescind, shorten, or modify a trespass warning must be found where any of the following are true:
 - 1. The person subject to the warning demonstrates by a preponderance of the evidence that his or her conduct was intended to be expressive conduct protected by the First Amendment;
 - 2. The person subject to the warning was not given warning that the conduct in question was subject to a trespass warning;
 - 3. The trespass warning was based solely upon the statement of a third party, was not observed personally by the issuing officer or a city employee, would not ordinarily be relied upon by police officers in the determination of probable cause, and the person subject to the warning claims that he or she did not commit the action for which he or she was warned; or
 - 4. Reasonable minds could differ on the question of whether the conduct in question was unreasonably disruptive to others on the same property at the same time.

- C. At the review hearing, the violation must be proved by a preponderance of the evidence to uphold the trespass warning. The police chief may consider a sworn report or declaration from the officer who issued the trespass warning or upon whose observation the trespass warning was based, without further evidentiary foundation, as prima facie evidence that the person committed the violation as described. The police chief may consider information that would not be admissible under the evidence rules in a court of law but that the police chief considers relevant and trustworthy. If the warning was issued because of the alleged violation of any criminal law, the person need not be charged, tried, or convicted for the warning to be upheld.
- D. The decision of the police chief constitutes the city's final decision. A person seeking judicial review of the city's final decision must file an application for a writ of review in Skagit County superior court within 15 days of receipt of the city's final decision.
- E. The trespass warning remains in effect during the pendency of any administrative or judicial proceeding.
- F. No determination of facts made by the police chief may have any collateral estoppel effect on a subsequent criminal prosecution or civil proceeding and may not preclude litigation of those same facts in a subsequent criminal prosecution or civil proceeding.

9.50.090 Permitted Entry Notwithstanding Warning

- A. The police chief may, upon request, authorize a person who has received a trespass warning in accordance with this Chapter to enter City property to exercise his or her First Amendment rights or to conduct government business, if there is no other reasonable alternative location to exercise such rights or conduct such business. Authorization must be in writing and specify the duration of the authorization and any conditions thereof, which may include a requirement that the person be escorted by a police officer.
- B. The police chief must issue a decision on a request for entry onto public property by the recipient of a trespass warning during a period of exclusion no later than 48 hours after receipt of the request.

9.50.100 Violation – Penalty.

- A. Any person who is found on city or other publicly owned property in violation of a trespass warning issued in accordance with this Chapter may be arrested for criminal trespass as defined in Chapter 9A.52 RCW, except as otherwise provided in this section.
- B. This Chapter does not supplant the City's ability to enforce any other section of the Anacortes Municipal Code regulating behavior on public property or the City's ability to pursue other civil or criminal remedies and penalties.

- C. A city employee who becomes aware of a violation of a trespass warning issued in accordance with this Chapter is expected to notify the Police Department.