

- Meetings may be viewed on the [City of Anacortes website](#), on the City of Anacortes [YouTube](#) Channel, or on TV [Channel 10](#).
- The public may also watch, listen to, or participate in the meeting live by visiting <https://us02web.zoom.us/j/89255646791> or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.
- 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 18, 2024
6:00 PM

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements and Committee Reports**
 - a. Finance Committee (Report)
 - b. Public Works Committee (Report)
4. **Public Comment**
5. **Consent Agenda**
 - a. Minutes of November 12, 2024 (Action)
 - b. Approval of claims in the amount of \$1,399,677.49 (Action)
 - c. Contract Award: "On Water Education" Program #25-004-PRK-001 (Action)
 - d. Special Event: Coastal Christmas Tree Lighting (Action)
 - e. Contract Award: "Q" Avenue Pedestrian Crossings - Design #24-018-TRN-001 (Action)
6. **Public Hearings**
 - a. * Public Hearing on the 2025 Operating Budget (Discussion)
7. **Other Business**
 - a. * Ordinance 4089: Setting the City's 2025 Property Tax Levy Increase (Discussion/Possible Action)
 - b. Amendment to Interlocal Agreement #IL267 with Skagit County (Discussion/Action)
 - c. Interlocal #24-282-PLN-001 Accepting the Paper to Digital Permitting Grant (Discussion/Action)

Per the council rules of procedure, a person who wishes to provide public comment at this meeting may do so:

- *On matters pertaining to a particular agenda item at the invitation of the chair at the time the City Council takes up discussion of that agenda item. Items open for public comment are indicated with an asterisk (*)*
- *On any other matter specifically pertaining to the City of Anacortes during the Public Comment agenda item.*

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.

8. **Adjournment**

Per the council rules of procedure, a person who wishes to provide public comment at this meeting may do so:

- *On matters pertaining to a particular agenda item at the invitation of the chair at the time the City Council takes up discussion of that agenda item. Items open for public comment are indicated with an asterisk (*)*
- *On any other matter specifically pertaining to the City of Anacortes during the Public Comment agenda item.*

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.

November 18, 2024
6:00 p.m.

Continue on back of sheet as needed

Issue: 907 24th Street Sewer Permit Fee Issue

Anacortes City Council Meeting 11/18/24

Presenter: Nina Le Baron, AIA. Island Architecture. Anacortes

If a 3 bedroom house Sewer hook up is \$11,000, then a 9 bedroom apartment building should be \$33,000...

The current Sewer Hook-up Fee has a different calculation for apartment buildings then single family homes that punishes people that want to do Multi-Family housing projects.

The Sewer Hook-up fee should be based on the number of bedrooms regardless of if it is Single family or Multi-family if it is truly based on cost of expanding and operating the city sewer system.

Here are my conversations with Rob Frisinger:

"The sewer GFC is tied to the cost of expanding and operating the city sewer system. It is over \$11,000 for a new single family home. Multi-family is charged at 80% of the SFR rate.

Building permit fee is based on ICC valuation table for construction type and occupancy <https://anacortes.municipal.codes/AMC/19.14.150>

\$5,608.75 for the first \$1,000,000.00, plus \$3.65 for each additional \$1,000.00 or fraction thereof: 7435 sq ft of apartments and related space X ICC valuation for type VB and R-2 of \$149.80 = 1,113,763. 2164 sq ft of decks at 10% of \$149.80 = \$32,416.72. Parking/S-2 at \$83.33 X 3579 = 298,238.07. Combined total valuation is \$1,444,417.70. The first \$1,000,000 is feed at \$5608.75. the remaining \$444,417 is feed at \$3.65 per thousand, or 444.417 X 3.65 = \$1,622.12. **\$1,622.12 + \$5608.75 = \$7230.87 for your "Building Permit Fee".**

Plan application fee: Flat fee of \$200.

Plan Review Fee is 60% of the "Building Permit Fee": **\$7230.87 X .65 = \$4,700.07.**

Stormwater Review is based on square footage of impervious surfaces: **4678 sq ft X \$.08 = \$374.24**

Sewer Inspection Fee is a standard fixed fee: **\$60.51**

Fire impact fee is based on occupancy and number of units: **8 units X \$476.93 = \$3815.44.**

Park Impact Fee is based on housing type and number of units: **8 units X \$1,184.73 = \$9,477.84 less \$1,644.37 credit for demolished house = \$7,833.47**

Transportation Impact Fee is based on type of use and number of dwelling units: **8 Units Mid rise apartment X \$1,190.24 = \$9,521.92 less \$3,400.68 credit for demolished house = \$6,121.24.**

Sewer General Facilities Charge is based on use and number of units: **8 units Multi-family X \$9079 = \$72,632 less \$11,349 credit for demolished house = \$61,283.**

Storm Drain General Facilities Charge: **4678 sq ft X \$0.5711 = \$2,671.65 less \$2056 credit for demolished house = \$615.65.**

State Building Code Council Fee: **Flat fee \$6.50**

Total fees (Water hook up not included) \$110,490.03 prior to deduction for GFC credits for existing house.

Total fees calculated as part of your permit with deductions/credits for existing structure are \$92,240.99.

The Sewer General Facilities Charge is based on use and number of units: 8 units Multi-family X \$9079 = \$72,632 less \$11,349 credit for demolished house = \$61,283.

So the fee is based on the number of units and not the number of bedrooms. I propose to change that in the code so that for example, if a 3 bedroom house fee is \$11,000- that is \$3666 per bedroom. So a 9 bedroom Multi-family would be \$3666 x 9= \$33,000 not \$ 72,000. Each bedroom should be counted if it is truly about cost of expanding and operating the city sewer system.

That is \$28,000 in extra fees that do not make any sense if the fee is based on "cost of expanding and operating the city sewer system". Luckily we got credit for a demolished house, otherwise the would be \$72,632 divided by 9 bedrooms= \$8,070 per bedroom verses for the same 9 bedroom in 3 houses= \$3666. This means that you are charging 45% more for a Sewer General Facilities Charge for a Multi=Family bedroom.. You should be encouraging multi family in this town, instead of dis-encouraging it through fees that are not based on comparative cost of expanding and operating the city sewer system.

Attached please see the contractor's bid to build out the project on 24th street for \$1,165,800. A \$92,240.00 permit fee represents 8% of the entire project cost, which seems extremely high. Shouldn't it be more like 3-4%?

Rob Frisinger said that (on 11/8/24) :

It is based on number of dwelling units. Apartments are counted as 80% of a single family home. The rate and ratios are set by periodic studies that Public Works has done as well as state law and are codified in the municipal code by the city council.

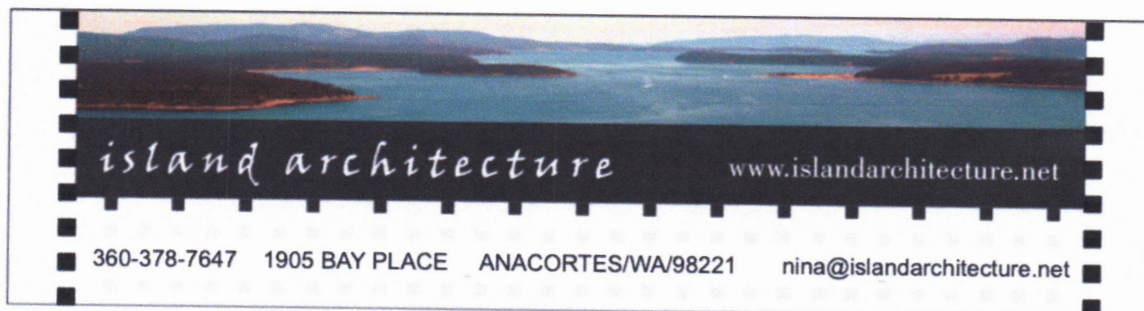
If apartments are counted as 80% of a single family home, then for 3 (*\$11K EACH*) homes at 3 bedrooms = $\$33,000 \times 80\% = \$26,400$. So I do not understand how it jumped up to \$61,000 (actually \$72,632 less creditor house demo).

To encourage housing being built here, please consider rolling back the SGFC for Multi-Family to match Single family rates.

My client can not afford to pay for her permit at this point and can't consider Low Income Designation because she has had Low income renters trash the rooms in her hotel.

Thanks for your time on considering this issue for future examination. *It took 9 months to get the permit and now it is frustrating to not afford the permit.*

**Kind regards,
Nina Le Baron, AIA**





Commercial Construction Budget

#	Line item name/description	Budget	Funded	Remaining	Prepaid
1	Plans	\$ 10,000.00	\$ -	\$ 10,000.00	
2	Permits	\$ 60,000.00	\$ -	\$ 60,000.00	
3	Demolition	\$ 50,000.00	\$ -	\$ 50,000.00	
4	Site Prep	\$ 5,000.00	\$ -	\$ 5,000.00	
5	Dry Well	\$ 80,000.00	\$ -	\$ 80,000.00	
6	Footing	\$ 50,000.00	\$ -	\$ 50,000.00	
7	Water Line H & M	\$ 10,000.00	\$ -	\$ 10,000.00	
8	Electrical Trench	\$ 4,000.00	\$ -	\$ 4,000.00	
9	Storm Line H & M	\$ 3,000.00	\$ -	\$ 3,000.00	
10	Sewer Line H & M	\$ 4,000.00	\$ -	\$ 4,000.00	
11	Curbing H & M	\$ -	\$ -	\$ -	
12	Concrete Floor Prep	\$ 40,000.00	\$ -	\$ 40,000.00	
13	Parking Lot H & M	\$ 50,000.00	\$ -	\$ 50,000.00	
14	Concrete	\$ 10,000.00	\$ -	\$ 10,000.00	
15	Sidewalk	\$ 70,000.00	\$ -	\$ 70,000.00	
16	Footing	\$ 10,000.00	\$ -	\$ 10,000.00	
17	Floor	\$ 5,000.00	\$ -	\$ 5,000.00	
18	Curbing	\$ 5,000.00	\$ -	\$ 5,000.00	
19	Asphalt	\$ 20,000.00	\$ -	\$ 20,000.00	
20	Framing	\$ 200,000.00	\$ -	#####	
21	Exterior and Interior Walls	\$ -	\$ -	\$ -	
22	Rafter	\$ 4,000.00	\$ -	\$ 4,000.00	
23	Ceiling	\$ 10,000.00	\$ -	\$ 10,000.00	
24	Wall Sheathing	\$ 60,000.00	\$ -	\$ 60,000.00	
25	Wall Sheathing M	\$ 10,000.00	\$ -	\$ 10,000.00	
26	Roof Sheathing	\$ 10,000.00	\$ -	\$ 10,000.00	
27	Windows	\$ 35,000.00	\$ -	\$ 35,000.00	
28	Doors Exterior	\$ 14,000.00	\$ -	\$ 14,000.00	
29	Plumbing	\$ 80,000.00	\$ -	\$ 80,000.00	
30	Electrical	\$ 90,000.00	\$ -	\$ 90,000.00	
31	HVAC	\$ 5,000.00	\$ -	\$ 5,000.00	
32	Insulation Ceiling	\$ 6,000.00	\$ -	\$ 6,000.00	
33	Insulation Wall	\$ 8,000.00	\$ -	\$ 8,000.00	
34	Painting	\$ 25,000.00	\$ -	\$ 25,000.00	
35	Wallboard	\$ 7,000.00	\$ -	\$ 7,000.00	
36	Cabinets	\$ 20,000.00	\$ -	\$ 20,000.00	
37	Countertop	\$ 17,000.00	\$ -	\$ 17,000.00	
38	Millwork	\$ 13,000.00	\$ -	\$ 13,000.00	
39	Plumbing Finish	\$ 5,000.00	\$ -	\$ 5,000.00	
40	Electrical Finish	\$ 5,000.00	\$ -	\$ 5,000.00	
41	Irrigation	\$ 35,000.00	\$ -	\$ 35,000.00	
42	Landscaping	\$ 16,000.00	\$ -	\$ 16,000.00	
43					
44					
45					
46					
47					
48					
49					
50					
51					
52					
53					
54					
55					
56					
57					
58					
59					
60					
61					
62					
63					
64					
65					
66					
67					
68					
69					
70					
71					
72					
73					
74					
75					
76					
77					
78					
79					
80					
81					
82					
83					
84					
85					
86					
87					
88					
89					
90					
91					
92					
93	Contingency				
148					
149	Draw Fees	\$ 1,100.00	\$ 1,100.00	\$ -	\$ 1,100.00
150	Inspection Fees	\$ 4,800.00	\$ -	\$ 4,800.00	
	IMPROVEMENTS SUBTOTAL	\$ 1,166,900.00	\$ 1,100.00	#####	\$ 1,100.00
151	Property cost or payoff				
	Loan Fee	\$ -			
	Bank Hold Fees	\$ 933.00			
	Title Insurance	\$ -			

Builder Name:
0

Email: balconstructioninc@gmail.com
Phone: 360-220-4873
Address: 3139 green wood avenue bellingham

Construction Property Address (Street, City, State):
0

Borrower -Contact
Name: 0
Email:
Phone:
Address:

☒ Owner Occupied- Commercial
☐ Non-owner occupied or A&D

Lender:

Loan Amount:

unhide additional lines as needed

Construction Holdback
\$ 1,165,800.00



Commercial

Options



Building Department

Reference Number REFERENCE-24-0296

Permit Number BLD-2024-0168 **Ready for Issue**

Part of the Project Site Plan Review (SPR)

Current Fees

\$92,040⁹⁹

PAY ONLINE

Additional fees may be required!

Please complete the following information to submit your permit application.

My Project

Done

Location

907 24TH ST

Parcel

Created

3/9/2024

ANACORTES, WA 98221

P57227

Submitted

3/9/2024

Approved

11/4/2024

Issued

--

Closed

--

Application Expires

s

Give your project a name

SONIA INC. APARTMENTS

Describe the purpose of the permit

NEW MULTI-FAMILY 8 UNIT APARTM

Related Permits

Additional permits identified for your project

View Applications

Current Fees **\$92,040⁹⁹**

PAY ONLINE

Anacortes City Council Minutes - November 12, 2024

Call to Order

Mayor Matt Miller called to order the Anacortes City Council meeting of November 12, 2024, at 6:00 p.m. Councilmembers TJ Fantini, Ryan Walters, Christine Cleland-McGrath, Carolyn Moulton, and Amanda Hubik were present. Councilmember Anthony Young participated in the meeting remotely via Zoom. Councilmember Bruce McDougall was absent.

Ms. Hubik moved, seconded by Mr. Fantini, to excuse the absence of Mr. McDougall. The motion carried unanimously by voice vote.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Announcements and Committee Reports

Mayor Miller thanked all involved in the successful Veterans Day parade. He then announced the Parks and Recreation Special Meeting on community pickleball scheduled for Thursday, November 14th at 6pm in City Council chambers and the Economic Development stakeholders meeting scheduled for November 19th at 12pm in City Council chambers. He also encouraged the public to participate in the Economic Development [online survey](#).

Planning Committee

Ms. Moulton reported from the Planning Committee meeting held earlier in the evening. The topics discussed included the countywide planning policies resolution and scheduling for the remainder of the year for the Planning Commission and City Council.

Port / City Liaison Committee

Mr. Fantini reported from the Port / City Liaison Committee meeting held November 5th. The topics discussed included the \$63.5 million Clean Ports Grant from the Environmental Protection Agency, the A-Dock sewer line, Curtis Wharf improvements, the Marine Supply and Hardware building, and the proposed interlocal agreements for construction and operations of the event center.

Housing Affordability and Community Services Committee

Mr. Walters reported from the Housing Affordability and Community Services Committee meeting held November 6th. The topics discussed included the Anacortes Family Center and Anacortes Housing Authority projects funded by the affordable housing sales tax and tiny house development from a representative from Volunteers of America.

Economic Development Committee

Ms. Hubik reported from the Economic Development Committee meeting held earlier in the morning. The topics discussed included the online survey and the conversation with stakeholders that will happen on November 19th at 12pm in the City Council chambers.

Public Safety Committee

Ms. Cleland-McGrath reported from the Public Safety Committee meeting held November 5th. The topics discussed included police vacancies, the opening of the northwest regional law enforcement training academy in Arlington, recruiting methods and strategies, trespass procedures in the Anacortes Municipal Code, fire vacancies and proposed command structure changes. Mr. Fantini mentioned that the committee also discussed the parking situation on West 8th Street and possible measures to prevent feeding deer.

Mr. Walters announced that he Ms. Moulton, and Mr. Young will be hosting a community meeting on

Thursday, November 21st from 6-8pm at the Library.

Public Comment

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

Public comment was delivered as follows:

Linda Martin of Anacortes commented on the promised park on city-owned property on West 6th Street, presenting a petition signed by over 140 residents asking that the park be built in 2025. She acknowledged that it is on the Capital Facilities Plan for 2026, but pointed out that this funding is not assured, citing that this park had been considered for many years. She proposed that the funding for the sand volleyball courts planned for Storvik Park be reallocated to the West Side park.

Xuhua Mu of Anacortes commented on the proposed West Side park on West 6th Street, mentioning the significant number of children present in the neighborhood and that the people had spoken via the petition Ms. Martin had just submitted. She asked that the City Council not delay any longer and work together with the community to develop and construct the park.

Margaret Graham of Anacortes commented on the proposed park on West 6th Street, asserting that the neighborhood would benefit from the lot being developed as a park

Consent Agenda

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

a. Minutes of November 4, 2024

b. Approval of claims in the amount of \$2,419,942.17

The following vouchers/checks were approved for payment:

EFT numbers: 110891 through 110931, total \$2,286,881.85

Check numbers: 110932 through 110955, total \$114,535.75

Wire transfer numbers: 357647 through 357898, total \$18,524.57

c. Contract Award: WTP Access Control Cabling Installation #24-079-WTR-003

d. Contract Award: WTP Security Cameras Project - Cabling Installation #24-280-WTR-001

Other Business

Community Action of Skagit County

Planning, Community, and Economic Development Director John Coleman introduced Dulce Vazquez-Cruz, Community Action's Anacortes Resource Center Manager, and Sandi Phinney, Community Action's Chief Strategy Officer, who provided a second and third quarter update of the Resource Center's activities and annual funding support request, referring to a slide presentation that was included in the packet materials for the meeting.

Mayor Miller invited members of the audience to comment on this agenda item. No one present wished to address the Council.

Discussion topics included:

- The reason(s) Anacortes residents are receiving services at the Mount Vernon office.
- Street outreach program.
- Some services are not here in Anacortes due to staffing limitations.
- Communications plan for 2025.

- Impact report and community needs assessment.
- Half of the funding is from the community.
- Use of limited funds for the most good.
- Increased community awareness of the Anacortes resource center.
- An energy assistance program for income-qualified individuals is now open.
- City of Anacortes utility discount program.
- The Housing Affordability and Community Services committee could come up with a community engagement strategy - through the Anacortes Senior Center and Anacortes School District.
 - Utility bill insert.
- Level of support for 2025 compared to 2024.

Anacortes Alerts - Mass Notification System

Administrative Services Director Emily Schuh provided an introductory presentation on 'Anacortes Alerts', a new mass notification system that will be integrated into the City of Anacortes website, referring to a slide presentation that was added to the packet materials for the meeting.

Mayor Miller invited members of the audience to comment on this agenda item. No one present wished to address the Council.

Discussion topics included:

- When the app is downloaded, are subscribers able to access all alert subscriptions?
- Do Notify Me subscriptions need to be updated?
- Check the spam filter/folder for a verification code.
- Narrow number of categories and encourage citizens to provide their addresses.
- Skagit 911 code red alerts are still valid and citizens should register if desired.
- Template messages for emergency communications.
- Who decides when an alert is issued?
- Do fiber customers need to opt in or are they automatically signed up?
- Matching phone numbers with utility customers.
- Danger of too many texts or emails.
- Succinct source of information instead of numerous links.
- Use cases of other municipalities.

Ordinance 4091: ACCESS Anacortes Fiber Internet Limited Tax General Obligation Bond Issue

Finance Director Steve Hoglund and re-introduced Ordinance 4091, referring to a draft copy of the proposed ordinance that was included in the packet materials for the meeting. Mr. Hoglund specified that the maximum interest rate is 5.5%. Administrative Services Director Emily Schuh presented an ACCESS Anacortes Fiber financial outlook and business plan summary, referring to a slide presentation that was added to the packet materials for the meeting. Bond Counsel Alice Ostiek of Stradling and Bond Underwriter Justin Monwai of Piper Sandler answered questions from the Council.

Mayor Miller invited members of the audience to comment on this agenda item.

Public comment was given as follows:

Linda Martin of Anacortes asked about the current bond rating, if it was affected by the interfund loans, and if that would impact interest rates.

Discussion topics included:

- \$5 million will go back into the general fund to pay for construction and other costs associated with fiber.
- Federal Emergency Management Agency funding is nearly \$4 million for 2021 disaster aid.
 - Station 3 purchase, ladder truck, and 4 patrol vehicles totaling approximately \$4.8 million.
- Fully funding of equipment rental and replacement (ERR) fund.
 - Possibly by 2026.
 - What is the amount being deferred from ERR fund?
- Contributions to the general fund by fiber income are spoken for.
- Is the city borrowing enough to cover equipment purchases that have already been made?
- Revenue projections for 2025-2027 are based on the actual take rate.
- Are customers maintaining their service?
- The higher take rate was balanced out by higher construction costs.
- The Finance Director is the designated representative for the market transaction.
- Actual capital expenditures for fiber are reimbursable with bond proceeds.

Carolyn Moulton moved, seconded by Anthony Young, to adopt Ordinance 4091.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Ordinance 4089: Setting the City's 2025 Property Tax Levy Increase

Finance Director Steve Hoglund introduced Ordinance 4089 that would set the City's 2025 property tax levy increase, referring to a copy of the draft ordinance that was included in the packet materials for the meeting.

Mayor Miller invited members of the audience to comment on this agenda item. No one present wished to address the Council.

Discussion topics included:

- How many years in a row have the Council voted to approve the 1% raise?
- Would there be a catastrophic impact on the budget if the increase were not approved?
- Is there a specific purpose for the increase?
- The impact is not significant on taxpayers and based on property value.
- The amount of increase is consumed by inflation.
- Other ways the Council can affect revenues via impact fees.
- Sales and utility tax.

Resolution 3170: Countywide Planning Policies

Planning, Community, and Economic Development Director John Coleman introduced Resolution 3170: Countywide Planning Policies, reviewing the process that brought the policies before the Council. Planning Commissioner Linda Martin answered questions from the Council regarding the Planning Commission's recommendations.

Discussion topics included:

- Why did the Planning Commission make the changes they made? Particularly striking the Department of Commerce.

- Good data that shows population growth.
- Not good historical data by area median income.
- Housing for all planning tool that the Department of Commerce developed is done by jurisdiction.
- Geographic scale of the projection - per city.
- How were the growth allocations determined?
- Removing the Department of Commerce suggests local control of the policies.
- Climate adaptation is mandatory per state law.
- Altering allocations is outside the Council's responsibility.
- 'Greenspace' correction and Growth Management Act Technical Advisory Committee.
- Whose job is it to respond to the Department of Commerce numbers?
- Planning document.
- It allows for recommended housing units to be built.

Christine Cleland-McGrath moved, seconded by Anthony Young, to adopt Resolution 3170 supporting Countywide Planning Policies as adopted by the Skagit Council of Governments Growth Management Act Steering Committee with amendments to Urban Growth Policy 1.4 to add a comma after "greenspace" and to replace "Planners Committee" with "Growth Management Act Technical Advisory Committee (GMATAC)" throughout the Countywide Planning Policies to properly reference the name of the committee.

Vote: Ayes - Carolyn Moulton, Anthony Young, Ryan Walters, Christine Cleland-McGrath, Amanda Hubik, TJ Fantini. Nays - None. Abstentions - None. Result: Passed

Adjournment

There being no further business, at approximately 8:29 pm the Anacortes City Council meeting of November 12, 2024 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 18, 2024 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
358347	3/8/2024	7904	AXIOM DIVISION 7 INC SEATTLE	ROOF LEAK REPAIR FOR FIRE STATION #3	\$ 844.56	pw1
358333	7/25/2024	PS-INV107609	WHITNEY EQUIPMENT CO INC	WWTP AERATION BASIN MIXER REPLACEMENT	\$ 5,296.39	dwwtp
358323	9/10/2024	1200654160	HDR ENGINEERING, INC	WASTEWATER TREATMENT PLANT OUTFALL - CONSTRUCTION MANAGEMENT - 7/28/24-8/24/24	\$ 212,543.80	pw1
358138	9/12/2024	126663	VECA ELECTRIC & TECHNOLOGIES	UNIT-PRICED ELECTRICAL SERVICES 2024 - WWTP TRANSFORMER UPGRADE	\$ 6,528.00	dwwtp
358337	9/23/2024	317537	CIVICPLUS, INC.	CIVIC PLUS MASS NOTIFICATION ALERT SYSTEM - THROUGH 12/31/2025	\$ 10,253.30	infosys
358158	9/27/2024	22409 - 8	H W LOCHNER, INC	CITY ENGINEER OF RECORD FOR STREETS AND STORMWATER - 8/24/24-9/27/24	\$ 2,595.11	pw1
358157	9/27/2024	22410 - 5	H W LOCHNER, INC	16TH STREET AND D AVENUE IMPROVEMENT PROJECT: DESIGN - 8/24/24-9/27/24	\$ 53,733.17	pw1
358140	9/30/2024	090087001-0924	KIMLEY-HORN AND ASSOCIATES, IN	PASS LAKE 10-INCH WATERMAIN REPLACEMENT PROJECT - DESIGN - THROUGH 9/30/24	\$ 8,875.00	pw1
357988	9/30/2024	092446833	SKAGIT PUBLISHING LLC	ADVERTISING FOR OPEN STREETS	\$ 650.00	parks1
358141	9/30/2024	29667387	KIMLEY-HORN AND ASSOCIATES, IN	MARCH'S POINT ROAD WATER MAIN AND BIKE LANE PROJECT - DESIGN - THROUGH 9/30/24	\$ 27,106.49	pw1
358345	10/2/2024	1373	MAKE NORTHWEST	ANACORTES CLIMATE ELEMENT - PLANACORTES BRANDING	\$ 2,860.00	plan
358137	10/9/2024	1026	DOWNTOWN ANACORTES ALLIANCE	DOWNTOWN ANACORTES ALLIANCE SERVICES AGREEMENT - 2024 Q3	\$ 10,000.00	pw1

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
358149	10/9/2024	238334	BLYTHE MECHANICAL, INC	HVAC ON-CALL REPAIR SERVICES WTP BOILER ROOM AIR RELIEF REPAIR	\$ 1,290.46	pw1
358156	10/11/2024	304.0002019.240 - 38	ALTA PLANNING AND DESIGN, INC	COMMERCIAL AVE CORRIDOR PLAN PHASE 1 - 11TH-13TH ST DESIGN - THROUGH 9/27/24	\$ 58,021.25	pw1
358341	10/14/2024	RE 41 JZ2454 L001	WASHINGTON STATE DEPARTMENT	PROJECT COSTS FOR WATERLINE REPLACEMENT	\$ 378.56	pw1
358151	10/16/2024	238647	BLYTHE MECHANICAL, INC	HVAC ON-CALL REPAIR SERVICES LIBRARY HVAC REPAIR	\$ 486.40	pw1
358316	10/16/2024	8282001929	MOTOROLA SOLUTIONS INC	FIRE DEPARTMENT MOTOROLA APX NEXT RADIOS - QUOTE ITEMS 16 & 17	\$ 3,506.73	medic
358349	10/18/2024	2347-9	MAKERS ARCHITECTURE	2025 PERIODIC COMPREHENSIVE PLAN UPDATE - THROUGH 9/30/24	\$ 15,826.25	plan
358350	10/18/2024	2407-6	MAKERS ARCHITECTURE	ANACORTES CLIMATE ELEMENT - THROUGH 9/30/24	\$ 39,495.58	plan
358153	10/21/2024	19180	WILSON ENGINEERING, LLC	WWTP PUMP STATION 16 RECONSTRUCTION - DESIGN - THROUGH 10/18/24	\$ 13,642.00	pw1
358147	10/22/2024	237944	BLYTHE MECHANICAL, INC	HVAC ANNUAL PREVENTIVE MAINTENANCE 2024 - CITY HALL	\$ 1,351.30	pw1
358148	10/23/2024	237963	BLYTHE MECHANICAL, INC	HVAC ANNUAL PREVENTIVE MAINTENANCE 2024 - WTP INTAKE STATION	\$ 292.13	pw1
358150	10/24/2024	238521	BLYTHE MECHANICAL, INC	HVAC ANNUAL PREVENTIVE MAINTENANCE 2024 - WWTP	\$ 967.23	pw1
358325	10/24/2024	U2416046160	ICONIX WATERWORKS INC	SUPPLIES FOR STORM DEPT	\$ 6,534.53	dshop
358152	10/28/2024	10331	OSBORN CONSULTING, INC	STORMWATER MASTER PLAN UPDATE - THROUGH 9/30/24	\$ 72,201.56	pw1
358146	10/28/2024	235278-1	BLYTHE MECHANICAL, INC	HVAC ANNUAL PREVENTIVE MAINTENANCE 2024 - PUBLIC SAFETY BUILDING	\$ 1,770.48	pw1
358320	10/28/2024	909194	CASCADE COLUMBIA DISTRIBUTION	SODIUM FLUORIDE - 1 PALLET	\$ 3,289.00	dwtpt
358335	10/29/2024	PS-INV110485	WHITNEY EQUIPMENT CO INC	WWTP PUMP STATION 14 REPLACEMENT PUMP	\$ 64,408.10	dwwtpt
358135	10/30/2024	0173	SKAGIT COUNTY SOLID WASTE FUND	OCTOBER TONNAGE HAULED	\$ 135,249.87	dshop

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
358154	10/30/2024	1200664490	HDR ENGINEERING, INC	CITY ENGINEER ON CALL - WATER AND WASTEWATER - 7/28/24-9/28/24	\$ 991.28	pw1
358342	10/30/2024	24-64163L	ENVIRO-CLEAN EQUIPMENT INC	STREET SWEEPER RENTAL - 10/30-11/29/24	\$ 12,001.00	pw1
358352	10/30/2024	9339563454	GRAYBAR ELECTRIC COMPANY, INC	OPTICAL NETWORK TERMINAL	\$ 68.29	fiber
358144	10/31/2024	00006	ZERVAS GROUP ARCHITECTS	WWTP ADMINISTRATION BUILDING ADDITION - DESIGN	\$ 4,475.00	pw1
358315	10/31/2024	10/31/2024	CITY OF ARLINGTON	EMERGENCY VEHICLE OPERATIONS COURSE (EVOC) TRAINING	\$ 257.05	apd
358339	10/31/2024	1024	NELSON, BONNIE	AGING MASTERY PROGRAM ADMINISTRATION - OCTOBER 2024	\$ 990.00	pkrec
358332	10/31/2024	13506	PETDATA, INC	PETDATA LICENSING FEES OCTOBER	\$ 500.00	finance
358071	10/31/2024	2044924	MILES SAND & GRAVEL CO.	SUPPLIES FOR STREET DEPT	\$ 81.60	dshop
358334	10/31/2024	215402	VANTAGE POINT SOLUTIONS, INC.	CALEA COMPLIANCE SUPPORT	\$ 275.00	fiber
358155	10/31/2024	304.0002019.240 - 39	ALTA PLANNING AND DESIGN, INC	COMMERCIAL AVE CORRIDOR PLAN PHASE 1 - 11TH-13TH ST DESIGN - THROUGH 10/25/24	\$ 66,416.25	pw1
357995	10/31/2024	4100120	UTILITIES UNDERGROUND LOCATION	OCTOBER LOCATE TICKETS	\$ 260.04	dshop
358346	10/31/2024	FB-2754	CITY OF MOUNT VERNON	DARK FIBER, OCT 2024	\$ 525.00	fiber
358134	11/1/2024	0327402-IN	NELSON-REISNER DISTRIBUTOR INC	SUPPLIES FOR SHOP STOCK	\$ 19,118.51	dshop
357996	11/1/2024	1399202-0043-8	WASTE MANAGEMENT	OCTOBER 2024 CONTRACTED SERVICES	\$ 152,223.69	finance
358348	11/1/2024	19871	TRANSPORTATION SOLUTIONS INC	PUBLIC RIGHT-OF-WAY ADA SELF-EVALUATION AND TRANSITION PLAN - 10/16/24-10/31/24	\$ 81.00	pw1
358314	11/1/2024	2US1008850	MALVERN PANALYTICAL, INC.	THERMOCOUPLE, PROBE HEADER TANK	\$ 174.85	dwtpt
358327	11/1/2024	386000156	US BANK NA - CUSTODY TREAS DIV	INVESTMENT FEES 10/1-10/31/24	\$ 54.00	finance
358340	11/1/2024	7430	MOUNTAIN LAW, PLLC	PUBLIC DEFENSE JARS AGREEMENT - OCTOBER 2024	\$ 800.00	pubdef
358353	11/1/2024	9339603830	GRAYBAR ELECTRIC COMPANY, INC	SPLIT CONDUIT COUPLERS	\$ 393.31	fiber
358351	11/1/2024	CITYOFAN00002	COGENT COMMUNICATIONS, LLC	SECONDARY DIA, NOV 2024	\$ 3,705.87	fiber

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
358136	11/1/2024	P2314-1	QCC QUALITY CONTROLS CORP.	WWTP SCADA SOFTWARE UPGRADES	\$ 13,200.00	dwwtp
358328	11/2/2024	8498 30 017 0319913	COMCAST	LIBRARY INTERNET ACCESS 11/9-12/8/24	\$ 185.22	finance
357991	11/4/2024	1119	BE ENTERPRISES LLC	RESTROOM MAINTENANCE LTAC 2024 FUNDING	\$ 3,695.10	plan
358343	11/4/2024	1120	BE ENTERPRISES LLC	2024 JANITORIAL SERVICES - OCTOBER 2024	\$ 4,327.30	pw1
358344	11/4/2024	1121	BE ENTERPRISES LLC	2024 JANITORIAL SERVICES - AS NEEDED - CITY HALL & SENIOR CENTER	\$ 5,520.00	pw1
357994	11/4/2024	300000006951	PUGET SOUND ENERGY INC	STREET LIGHTS: 9/19-10/1/24	\$ 83.60	dshop
358318	11/4/2024	909428	CASCADE COLUMBIA DISTRIBUTION	SODIUM HYPOCHLORITE	\$ 13,269.44	dwwtp
358073	11/5/2024	1739292	WALTON BEVERAGE COMPANY, INC	OPS BREAKROOM SUPPLIES	\$ 210.00	dshop
358070	11/5/2024	2045253	MILES SAND & GRAVEL CO.	SUPPLIES FOR STREET DEPT	\$ 565.76	dshop
358069	11/5/2024	49942	ZAMAR INDUSTRIES, INC.	SUPPLIES FOR STREET DEPT	\$ 300.79	dshop
358317	11/5/2024	534199	USA BLUE BOOK	LAB GLOVES	\$ 27.80	dwwtp
358322	11/6/2024	1200666404	HDR ENGINEERING, INC	WASTEWATER TREATMENT PLANT OUTFALL - CONSTRUCTION MANAGEMENT - 8/25/24-9/28/24	\$ 233,630.01	pw1
358139	11/6/2024	220015523313	PUGET SOUND ENERGY INC	CAR CHARGING STATION: 10/5-11/5/24	\$ 51.36	dshop
357997	11/6/2024	24-30927	EDGE ANALYTICAL, INC	LAB TESTING - INFLUENT NITROGEN MONTHLY	\$ 40.80	dwwtp
358143	11/6/2024	24553.00-2	GRAY & OSBORNE INC	SHIP HARBOR BOARDWALK RESTORATION - OPTIONS/COST ESTIMATES - 10/6/24-11/2/24	\$ 438.81	parks1
358338	11/6/2024	268857	DATABA, INC	FORMS AND ENVELOPES	\$ 200.03	finance
358330	11/6/2024	31293A	US CRANE & HOIST, INC.	2024 WTP OVERHEAD CRANES INSPECTION	\$ 3,366.60	dwwtp
358331	11/6/2024	31293B	US CRANE & HOIST, INC.	2024 WWTP OVERHEAD CRANES INSPECTION	\$ 1,305.60	dwwtp
358133	11/6/2024	74416	COMMERCIAL FIRE PROTECTION INC	SUPPLIES FOR FACILITIES	\$ 407.87	paca
358072	11/6/2024	947395	LIT, INC.	SUPPLIES FOR STREET DEPT	\$ 13,635.64	dshop
357989	11/6/2024	WA07-00242363	MOTION INDUSTRIES, INC	MAINTENANCE SUPPLIES - INCINERATOR	\$ 893.17	dwwtp
358074	11/6/2024	XA116006416:01	RWC INTERNATIONAL	PART FOR VEHICLE #220	\$ 190.40	dshop

Invoice Doc #	Invoice Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
358305	11/7/2024	0002220884	CENTRAL WELDING SUPPLY CO, INC	O2 FOR AMBULANCE	\$ 137.88	medic
358078	11/7/2024	220013286525	PUGET SOUND ENERGY INC	HEART OF ANACORTES 10/4-11/5/24	\$ 32.43	parks1
358159	11/7/2024	220013297076	PUGET SOUND ENERGY INC	6821 STATE ROUTE 20 10/8-11/6/2024	\$ 15.53	finance
358161	11/7/2024	220013297498	PUGET SOUND ENERGY INC	CASINO DRIVE UNDER TWIN BRIDGE: 10/8/-11/6/24	\$ 36.71	dshop
358160	11/7/2024	220022355618	PUGET SOUND ENERGY INC	5618 TSUNAMI SIREN 10/8-11/6/24	\$ 10.89	dwwtp
358307	11/7/2024	220035067093	PUGET SOUND ENERGY INC	OUTSIDE LIGHTS - 29-3 10/7-11/6/24	\$ 81.73	medic
358321	11/7/2024	90169193	CHE TRADE CHEMICALS US LLC	ALUMINUM SULFATE	\$ 6,139.13	dwwtp
358163	11/8/2024	273887	INFOSEND, INC.	OCTOBER 2024 PROCESSING	\$ 4,842.27	finance
358077	11/8/2024	ReimbChristensen	CHRISTENSEN, BRENT	TESTING FEES	\$ 106.00	wdist
358306	11/11/2024	1527326	LIFE ASSIST, INC	AIRWAY KITS, EXAM GLOVES, FAR SENSORS	\$ 632.92	medic
358164	11/11/2024	241312	T-SHIRTS BY DESIGN	ADDITIONAL YOBB SHIRTS FOR PARTICIPANTS	\$ 68.00	pkrec
358326	11/11/2024	INV2914138	COPIERS NORTHWEST, INC	CANON/IRC5560I FINANCE/OPS/WWTP 10/8-11/7/24	\$ 635.59	finance
358364	11/12/2024	20242125	SYSTEMS DESIGN WEST, LLC	AMBULANCE SERVICE BILLING 10/2024	\$ 4,213.43	finance
358312	11/12/2024	INV-12024	WHITE, DAVID	ART WALK MUSIC-DECEMBER 2024	\$ 50.00	parks1
358319	11/12/2024	INV2915426	COPIERS NORTHWEST, INC	CANON/IRC5870I/3RD FLOOR 10/11-11/10/24	\$ 539.62	finance
358365	11/12/2024	L164272	STATE AUDITOR'S OFFICE	ACCOUNTABILITY AUDIT 23-23	\$ 49,654.75	finance
358336	11/16/2024	321804	CIVICPLUS, INC.	CIVICCLERK/CP MEDIA 11/16/2024-11/15/2025	\$ 13,546.32	legal
	Total				\$ 1,399,677.49	



City Council Agenda Bill

Meeting Date: November 18, 2024 **Agenda Item:** 5.c.

Agenda Item Title: Contract Award: "On Water Education" Program #25-004-PRK-001

Staff Contact(s): Jonn Lunsford

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Tiffany Matson	Contract Award
Jonn Lunsford	

Item Summary: City staff seeks approval to execute Agreement 25-004-PRK-001 with Anacortes Waterfront Alliance (AWA), under which the "On Water Education" Program will be performed from January 1, 2025-December 31, 2027. The City and AWA seek to extend their cooperative arrangement to teach sailing and other water based activities to local youths.

Background: The City and AWA have entered into similar agreements since 2019 where the city provided funding to the AWA and in return the AWA carried out recreational water based activities and accepted liability coverage for the participants.

Key Terms:

- The City will forward to AWA seventy-five percent (75%) of all revenues collected from the "Learn to Sail" program fees. The City will retain twenty-five percent (25%) to cover City administration expenses.
- The City will pay AWA a sum of twenty thousand dollars (\$20,000) per calendar year, for a total contract value of \$60,000, plus 75% of program fee revenues.
- The term of this Agreement shall be from January 1, 2025 through December 31, 2027.

Budget Impact:

Contractor	Anacortes Waterfront Alliance
Agreement Amount	\$60,000.00 + 75% of program fee

	revenues
BARS #	101.410.571.00.41
Budget Amendment Required?	No
Start Date	01/01/2025
End Date	12/31/2027

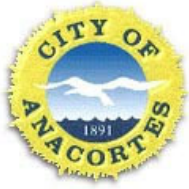
Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to execute Contract 25-004-PRK-001 between the City of Anacortes and Anacortes Waterfront Alliance for the "On Water Education" Program.

Alternative Actions: Not approve the agreement.

Attachments (listed in order presented):

1. 25-004-PRK-001



AGREEMENT 25-004-PRK-001
Between
THE CITY OF ANACORTES
AND
ANACORTES WATERFRONT ALLIANCE

This Agreement, hereinafter referred to as "Agreement", is made and entered into between the City of Anacortes, hereinafter referred to as the "City", and The Anacortes Waterfront Alliance, hereinafter referred to as the "Alliance", together referred to as "Parties".

WHEREAS the City has operated a sailing program for youths and adults since 1997, providing both instruction and recreational opportunities to the community; and

WHEREAS the City uses the facilities at Seafarers Memorial Park pursuant to an Interlocal Agreement with the Port of Anacortes for the "On Water Education" program; and

WHEREAS the City has worked cooperatively with the local small boat users and organizations to enhance sailing opportunities such as the summer "On Water Education" program and support for the Anacortes High School Sailing Club, which operates at Seafarers Memorial Park; and

WHEREAS the 2019 revenues from the "On Water Education" program were \$6,000 and costs for running the sailing programs were \$35,973 not including liability insurance or Park Management time; and

WHEREAS the Parties wish to partner in order to enhance the community sailing program and provide "On Water Education" for local youths and adults, provide a competitive High School Sailing Club and operate other sailing programs as determined and operated by the Alliance.

NOW, THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Parties' Responsibilities.**

a. City Responsibilities.

- i. City will establish reasonable rates for the "On Water Education" program to encourage equitable participation and collect all "On Water Education" revenue during the Term of this Agreement.
- ii. Payments: The City will pay the following sums to Alliance:
 1. The City will forward to Alliance the sum of seventy-five percent (75%) of all revenues collected from the "On Water Education" program fees. The City will retain twenty-five percent (25%) to cover City administration expenses.
 2. City will pay Alliance a sum of twenty thousand dollars (\$20,000) annually beginning January 1, 2025 with such payment to be made no later than June 1st of any calendar year.
- iii. City will make reasonable efforts to maintain access to the Seafarers Memorial Park to provide the On Water Education program a venue.

b. Alliance Responsibilities.

- i. Alliance will provide all programming and oversight for the "On Water Education" program, which shall include beginner and intermediate classes.
- ii. Alliance will develop and institute all safety protocols necessary to protect the safety of participants, staff, and equipment during all "On Water Education" instruction, Anacortes High School Sailing, and any other programs operated by Alliance, set up, and management.
- iii. Alliance will assume responsibility for all aspects of any additional programming operated by Alliance, including to schedule, register, and collect all fees for advanced or master sailing programs, private sailing lessons, and High School Sailing Club. Alliance will pay all staff, including instructors and coaches, maintain all boats and safety equipment, manage

business overhead, secure all necessary insurance, and take all actions to operate its programs up to the highest professional and industry standards.

2. **Term.** The term of this Agreement will begin on January 1, 2025 and end on December 31, 2027. Following December 31, 2027, the Parties agree to revisit this agreement to evaluate its success and continuation.
3. **Invoicing.** All invoices shall include: Company Name, Invoice Date, Due Date (30 days), Invoice Number, Invoice Period, Agreement Name and Number, and amount requested per invoice. Alliance 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, PO Box 547, Anacortes, WA 98221, or by email to accountspayable@anacorteswa.gov

The City shall notify Alliance within fifteen (15) calendar days from receipt of invoice if there are any objections or disputes with the invoice. Alliance 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.

4. **Taxes.** Alliance understands and acknowledges that the City will not withhold Federal or State income taxes. Where required by State or Federal law, Alliance authorizes the City to make withholding for any taxes other than income taxes (i.e. Medicare). All compensation received by Alliance will be reported to the Internal Revenue Service at the end of the calendar year in accordance with the applicable IRS regulations. It is the responsibility of Alliance to make the necessary estimated tax payments throughout the year, if any, and Alliance is solely liable for any tax obligation arising from Alliance's performance of this Agreement. Alliance hereby agrees to indemnify the City against any demand to pay taxes arising from Alliance's failure to pay taxes on compensation earned pursuant to this Agreement.

The City will pay sales and use taxes imposed on goods or services required hereunder as required by law. Alliance must pay all other taxes including but not limited to Business and Occupation Tax, taxes based on the Alliance's gross or net income, or personal property to which the City does not hold title. The City is exempt from Federal Excise Tax.

5. **Withholding Payment.** In the event Alliance has failed to perform any obligation to be performed by Alliance under this Agreement within the time set forth in this Agreement, then the City may, upon written notice, withhold all monies due and payable to Alliance, without penalty, until such failure to perform is cured or otherwise adjudicated.
6. **Assignment and Subcontracting.** No portion of this contract may be assigned or subcontracted to any other individual, firm or entity without the express and prior written approval by the City.
7. **City of Anacortes Name and Logo Use.** Any and all information sent out naming City of Anacortes and or using the City of Anacortes logo first must be reviewed and pre-approved by the City of Anacortes. This includes any information for fundraising efforts.
8. **Ownership and Use of Documents.** Class curriculum shall remain the property of Alliance. All other finished and unfinished documents and material prepared by Alliance with funds paid by the City pursuant to the terms of this Agreement shall become the property of the City and shall be forwarded to the City upon its request. Documents and materials shall include but not be limited to class records, reports, electronic and non-electronic data, and other design documents prepared by Alliance. Pursuant to RCW 42.56.70, all information and documents produced with funds paid by the City under this Agreement may be subject to public disclosure.

9. **Confidentiality**. Alliance, its employees, subcontractors, and their employees shall maintain the confidentiality of all information provided by the City or acquired by Alliance in performance of this Agreement, except upon the prior written consent of the City Attorney or an order entered by a court after having acquired jurisdiction over the City. Alliance shall immediately give to the City notice of any judicial proceedings seeking disclosure of such information. Alliance shall indemnify and hold harmless the City, its officials, agents or employees from all loss or expense, including, but not limited to settlements, judgments, setoffs, attorneys' fees and costs resulting from Alliance's breach of this provision.

10. **Defense and Indemnity Agreement.**

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

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

11. **Insurance**

- a. Term: Alliance shall procure and maintain insurance, as required in this Section, without interruption from commencement of Alliance's work through the term of the contract and for thirty (30) days after termination, unless otherwise indicated herein.
- b. No limitation: Alliance's maintenance of insurance, its scope or coverage and limits as required herein shall not be construed to limit the liability of Alliance 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: Alliance's required insurance shall be of the types and coverage as stated below:
 - i. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The City of Anacortes and its officers, elected officials, employees, agents, and volunteers shall be named as an additional insured under Alliance'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.
 - ii. Sexual Abuse and Molestation Coverage.
 - iii. Marine General Liability insurance shall cover:
 1. Bodily injury that occurs out of the Alliance's operations;
 2. Property damage that occurs out of the Alliance's operations;
 3. Member and guest boats which are in care, custody, or control of Alliance;
 4. Liability arising out of races, regattas, and practices hosted by Alliance.
- d. Minimum Amounts of Insurance: Alliance shall maintain the following insurance limits:
 - i. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 - ii. Sexual Abuse and Molestation insurance shall be written with limits no less than

\$1,000,000 per occurrence or per claim limits.

- iii. Marine General Liability insurance shall be written with limits no less than \$1,000,000 per occurrence, \$2,000,000 general aggregate.
 - e. City's Full Availability of Alliance Limits: If Alliance 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 Alliance, irrespective of whether such limits maintained by Alliance are greater than those required by this contract or whether any certificate of insurance furnished to City evidences limits of liability lower than those maintained by Alliance.
 - f. Other Insurance Provision. Alliance's 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 Alliance'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: Alliance shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not limited to the additional insured endorsements, evidencing the insurance requirements of Alliance before commencement of the work. Upon request by the City, Alliance shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.
 - i. Notice of Cancellation: Alliance 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.
 - j. Failure to Maintain Insurance: Failure on the part of Alliance 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 Alliance 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 Alliance from the City.
12. **Inspection.** The Project Manager shall have power to reject instruments of services which fail to comply with the requirements of this Agreement, but in case of dispute Alliance may appeal to the City's Parks and Recreation Director, whose decision shall be final. Alliance shall comply with any and all orders and instructions given by the representative of the particular Department administering the Agreement in accordance with the terms of the Agreement. Nothing herein contained shall be taken to relieve Alliance of his/her obligations or responsibilities under the Agreement. However, the Alliance shall be responsible for its own methods and conduct during the period of performance.
13. **Discrimination Prohibited.** Alliance shall not discriminate against any employee, applicant for employment, class/program participant or any other person in the performance of this Agreement because of race, creed, national origin, marital status, sex, age, disability, sexual orientation, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.
14. **Alliance is an Independent Contractor.** The parties intend that an independent Contractor relationship will be created by this Agreement. No agent, employee or representative of Alliance shall be deemed to be an agent, employee or representative of the City for any purpose. The City will not pay for any additional education, certification, or costs associated with Alliance's responsibilities listed above.
15. **The City's Right to Terminate Agreement.**
- a. Termination for Default. If Alliance 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 Alliance 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, Alliance shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to Alliance. Alliance 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 Alliance 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, Alliance shall be entitled to payment for actual work performed at unit Agreement prices for completed items of work. An equitable adjustment in the Agreement price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the City at any time during the term, whether for default or convenience, shall not constitute a breach of Agreement by the City.

- 16. **Changes/Additional Work.** The City may engage Alliance to perform services in addition to those listed in this Agreement, and Alliance 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 Alliance to render or the City to pay for services rendered in excess of the Scope of Services unless or until a modification to this Agreement is approved in writing by both parties.

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

18. **Dispute Resolution.**

- a. General: Differences between Alliance 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. Procedure: In the event of a dispute between the City and Alliance arising of this Agreement, or any obligation hereunder the dispute shall first be referred to the representatives designated by the City and Alliance 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.
- c. Notice of Potential Claims. Alliance shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the Contracting Agent or the City, or (2) the happening of any event or occurrence, unless Alliance

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 Alliance 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. Alliance shall keep full and complete daily records of the Work performed, labor and all costs and additional time claimed to be additional.

- d. Detailed Claim. Alliance 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, Alliance 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.

- 19. **Force Majeure.** Definition: Except for payment of sums due, neither party shall be liable to the other or deemed in default under this Agreement if and to the extent that such party's performance of this Agreement is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and could not have been avoided by exercising reasonable diligence. Force majeure shall include acts of God, war, riots, strikes, fire, floods, epidemics, or other similar occurrences. Notification: If either party is delayed by force majeure, said party shall provide written notification within forty-eight (48) hours. The notification shall provide evidence of the force majeure to the satisfaction of the other party. Such delay shall cease as soon as practicable and written notification of same shall be provided. The time of completion shall be extended by Agreement modification for a period of time equal to the time that the results or effects of such delay prevented the delayed party from performing in accordance with this Agreement. Rights Reserved: The City reserves the right to cancel the Agreement and/or purchase materials, equipment or services from the best available source during the time of force majeure, and Alliance shall have no recourse against the City.
- 20. **Compliance with Laws.** Alliance 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. Alliance specifically agrees to pay any applicable business and occupation (B&O) taxes, which may be due on account of this Agreement.
- 21. **Venue and Choice of Law.** In the event that any litigation should arise concerning the services under this Agreement, interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the Courts of the State of Washington in and for the County of Skagit. This Agreement shall be governed by the law of the State of Washington.
- 22. **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.
- 23. **Survival of Agreement Termination.** The provisions of the following paragraphs, the provisions of the non-collusion affidavit, and the liability of Alliance 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; Venue and Choice of Law; Defense & Indemnity Agreement.
- 24. **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.

25. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given and received (a) when personally delivered, or delivered by same-day courier; or (b) on the third business day after mailing by registered or certified mail, postage prepaid, return receipt requested; or (c) upon delivery when sent by prepaid overnight express delivery service (e.g., FedEx, UPS); or (d) when sent by email and upon the receipt by the sending party of written confirmation by the receiving party; provided, however, that an automated email confirmation of delivery or read receipt shall not constitute such confirmation. Notices shall be sent to the following addresses:

CITY:
City of Anacortes
Tiffany Matson
904 6th Street
PO Box 547
Anacortes, WA 98221
contracts@anacorteswa.gov

ALLIANCE:
Anacortes Waterfront Alliance
President
PO Box 2164
Anacortes, WA 98221
director@anacorteswaterfront.org

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 s/he or it is signing with full and complete authority to bind the party on whose behalf of whom s/he or it is signing, to each and every term of this Agreement.

CITY OF ANACORTES

By _____
Matt Miller, Mayor

Date _____

ANACORTES WATERFRONT ALLIANCE

By _____
Todd Wyrick, President

Date _____

By _____
Sol Kohlhaas, Vice President

Date _____

By _____
Mary Trester, Executive Director

Date _____



City Council Agenda Bill

Meeting Date: November 18, 2024 **Agenda Item:** 5.d.

Agenda Item Title: Special Event: Coastal Christmas Tree Lighting

Staff Contact(s): Stephanie Snyder, John Coleman

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Stephanie Snyder	Motion
John Coleman	

Item Summary: Annual Christmas Tree Lighting with festivities and music in the Anacortes Chamber of Commerce Parking lot Friday night Dec. 6th.

Budget Impact:
0

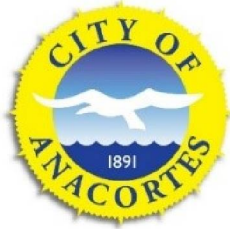
Previous Action:

Recommended Motion: Approve

Alternative Actions: Disapprove or modify.

Attachments (listed in order presented):

1. Street Fair Application_ Coastal Christmas Tree Lighting 12-06-2024
2. Street Fair Indemnification Agreement_ Coastal Christmas Tree Lighting 12-06-2024
3. Map of Road Closure



Special Event Application

Per AMC 7.04.040, application shall be filed not less than ninety days in advance of the date on which the event is to occur, if the event requires the closure of any highway or street, any detouring traffic, or any significant impact on city services. Other events not requiring the foregoing are to be filed not less than sixty days in advance of the proposed event. Applicants will be notified when the application is scheduled for consideration by City Council, and will again be notified when City Council either approves or denies the application. Following application approval, applicants will be provided with contact numbers for relevant city departments. Applicants are responsible for contacting individual City departments to request services for the event, such as traffic control, solid waste removal, and food service inspection.

View Anacortes Municipal Code [Chapter 7.04, Special Events](#)

Application

**Application Date ***

10/24/2024

Event Name *

Coastal Christmas Tree Lighting

Event Type

- ☒ Street Fair / Festival
☐ Athletic Event
☐ Parade
☐ Rally / Demonstration
☐ Filming
☐ Other identified in AMC 7.04.010

Applicant/Organization Name *

Anacortes Chamber of Commerce

Mailing Address *

819 Commercial Ave

Event Contact Person *

Jessica Kiser

Event Contact Email *

jesica@anacortes.org

Event Contact Phone *

360-293-7911

Event Website

anacortes.org

Estimated Number of Participants/Attendees *

800

Event Description *

Tree lighting and stage performances in the chamber parking lot. The overflow into Commercials Ave and 9th St.

Will food vendors participate in this event? *

All Food Vendors must be inspected by the Fire Marshall on site prior to the start of the event.

☐ Yes ☒ No

Date Event Starts *

12/6/2024

Time Event Starts *

6:00:00 PM

Date Event Ends *

12/6/2024

Time Event Ends *

7:00:00 PM

Date Street Closure Starts *

Include requested closures before and after the event hours if required for set up and tear down.

12/6/2024

Time Street Closure Starts *

5:00:00 PM

Date Street Closure Ends *

12/6/2024

Time Street Closure Ends *

8:00:00 PM

Event Location *

List end points of each street that will be closed (e.g. 6th Street from O Ave to Q Ave). Also include location and dimensions of any structures that will be erected and locations of the event that will not be on city street right of way.

Closed on 9th ST at O Ave and Q Ave. And closed on Commercial Ave from 8th to 10th.

Parking Location

List any public parking areas that the event requests to use for dedicated event parking, including handicapped parking.

Event Map (optional)

Upload one or more maps of the event

road closure map 2023.jpg 35.47KB

Indemnification Agreement *

Upload scan of SIGNED indemnification agreement

doc0154992024102415562... 303.96KB

Download the Indemnification Agreement [here](#).

Signage

Street closure signs will be provided by the City of Anacortes. Applicants must contact City staff one week prior to the event to arrange sign delivery. Event sponsor personnel are responsible for placing street closure signs, which may not be posted more than 72 hours prior to the approved closure, must be removed immediately following the event, and must be returned to city staff the first business day following the event.

Insurance

The applicant is required to provide public liability insurance subject to the provisions of AMC 7.04.100 unless the applicant can demonstrate that the event meets an exemption in that section. Applicants will be notified following application approval of insurance requirements for the specific event.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I state that I am over the age of 18, that I agree to assume responsibility for the above-described event and to abide by all conditions stipulated by the approval of the application. *

☒ Yes

Signature**Admin Review**

Council Meeting Date *

Target date for presentation to City Council; no later than 30 days prior to event

11/11/2024

Staff Review Deadline *

Staff review/approval required no later than 7 days prior to City Council meeting to allow packet preparation

11/4/2024

Administrator comments and conditions of approval**Insurance Certificate**

Insurance certificate may be required by staff or as a condition of Council approval

Departmental Review

Building Department will provide the following services for this event:

Building Department concerns, objections, or conditions of approval *

None

Fire Department will provide the following services for this event:

Fire Department concerns, objections, or conditions of approval *

None

Parks Department will provide the following services for this event:

Parks Department concerns, objections, or conditions of approval *

None

Police Department will provide the following services for this event:

regular police patrols

Police Department concerns, objections, or conditions of approval *

None

Public Works Department will provide the following services for this event:

Public Works Department concerns, objections, or conditions of approval *

None

Departmental attachments

Upload any staff memos, guidelines, or requirements that will be in effect for this event.

City Council Decision**City Council Decision ***

☐ Approved ☐ Approved with conditions ☐ Denied

City Council Decision Date ***Conditions of Approval****WebClient Path**

--	--

Action History (UTC-08:00) Pacific Time (US & Canada)

Submit

by Anonymous User 10/24/2024 3:56:49 PM (Submit Form)

Route to Department H...

by Stephanie Snyder 10/25/2024 9:32:22 AM (Admin Review)

- The task was assigned to Stephanie Snyder 10/24/2024 3:56:49 PM

Approve

by Brandon Lowry 10/25/2024 10:07:51 AM (Public Works Review)

- The task was assigned to Wil Ludemann, Brandon Lowry, Shelly Jensen. The due date is: November 4, 2024 5:00 PM 10/25/2024 9:32:23 AM
- Brandon Lowry assigned the task to Brandon Lowry 10/25/2024 10:07:42 AM

Approve

by Jonn Lunsford 10/25/2024 10:03:19 AM (Parks Director Review)

- The task was assigned to Jonn Lunsford. The due date is: November 4, 2024 5:00 PM 10/25/2024 9:32:24 AM

Approve

by Chris Fuller 10/28/2024 7:24:12 AM (Police Chief Review)

- The task was assigned to Chris Fuller. The due date is: November 4, 2024 5:00 PM 10/25/2024 9:32:24 AM

Approve

by Bill Harris 10/25/2024 10:51:27 AM (Fire Marshall Review)

- The task was assigned to Bill Harris. The due date is: November 4, 2024 5:00 PM 10/25/2024 9:32:25 AM

Approve

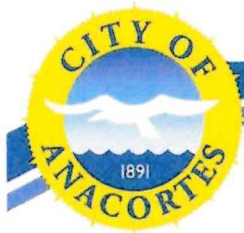
by John Coleman 10/25/2024 10:03:46 AM (Building Department Review)

- The task was assigned to John Coleman. The due date is: November 4, 2024 5:00 PM 10/25/2024 9:32:25 AM

Staff Review Complete

by Stephanie Snyder 11/6/2024 1:00:26 PM (Admin Monitoring)

- The task was assigned to Stephanie Snyder. The due date is: November 4, 2024 5:00 PM 10/25/2024 9:32:25 AM



SPECIAL EVENT INDEMNIFICATION AGREEMENT

The undersigned applicant, by signing below, certifies that the applicant is the authorized officer of the sponsoring organization and agrees as follows:

Pursuant to Anacortes Municipal Code Title 7.04.090, the undersigned applicant agrees to defend, indemnify and hold the City of Anacortes, its agents, employees and officers, harmless from any and all claims, injuries, suits, damages, losses, demands and judgments including the attorneys' fees and other costs of their defense, arising out of in whole or in part, the activities, omissions or appliances of the applicant, their employees, agents, volunteers or otherwise, except any claims arising from the sole negligence of the City. The applicant further agrees to comply with all provisions of pertinent laws, rules and regulations, and agrees that any failure to so comply may lead to revocation of an applicant's permit. This Indemnification Agreement constitutes substantial adequate consideration in return for the City's issuance of a special event permit.

Date: 10.22.24

Jessica Kiser - President / CEO

Name and Title – Printed

Name and Title – Printed

[Signature]

Signature

Signature





City Council Agenda Bill

Meeting Date: November 18, 2024 **Agenda Item:** 5.e.

Agenda Item Title: Contract Award: "Q" Avenue Pedestrian Crossings - Design #24-018-TRN-001

Staff Contact(s): Andrew Rheume, Logan Lee

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Tiffany Matson	Contract Award
Andrew Rheume	

Item Summary: City staff seeks City Council consent to award a contract in the amount of \$54,972.00 to H.W Lochner, Inc. to perform project administration, data collection, preliminary, intermediate design, PS&E, ad and award support, and contract close out for the pedestrian improvements on Q Avenue between 11th and 13th Streets.

Background:

1. **History:** The design will include locating rectangular rapid flashing beacons, improving or replacing curb, gutter, sidewalks, ADA ramps, and crosswalks, and locating pedestrian safety islands as needed. \$46,000 of this contract will be funded through the Carbon Reduction Program. The City is receiving \$396,000 in grant funding for the construction phase.
2. **Key Terms:**
 - Contract is for a firm fixed price of \$54,972.00.
 - The contract term is through 12/31/2025.
3. **Competitive Bidding:** On June 5, 2024 the City issued a [Request for Qualifications](#) for the subject project and 2 responses were received by the deadline of June 26, 2024. A committee reviewed and scored the submittals and selected H.W Lochner, Inc. to award a contract to.

Budget Impact:

Consultant	H.W Lochner, Inc.
------------	-------------------

Contract Amount	\$54,972.00
Earmarked Funds	\$53,000.00
BARS #	001.713.594.53.62
Budget Amendment Required?	No
Start Date	Inception
End Date	12/31/2025

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 24-018-TRN-001 with H.W Lochner, Inc. in the amount of \$54,972.00 to perform the "Q" Avenue Pedestrian Crossings - Design.

Alternative Actions: Not award the contract.

Attachments (listed in order presented):

1. 24-018-TRN-001

Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement

Agreement Number: 24-018-TRN-001

Firm/Organization Legal Name (do not use dba's): H.W Lochner, Inc.	
Address 915 118th Avenue SE Suite130, Bellevue, WA 98005	Federal Aid Number CRPUS-6239(003)
UBI Number 600-139-168	Federal TIN 36-2338811
Execution Date	Completion Date December 31, 2025
1099 Form Required ☐ Yes ☒ No	Federal Participation ☒ Yes ☐ No
Project Title "Q" Avenue Pedestrian Crossings	
Description of Work The work to be performed by the Consultant consists of project administration, data collection, preliminary, intermediate design, PS&E, ad and award support, and contract close out for the pedestrian improvements on Q Avenue between 11th and 13th Streets. The design will include locating rectangular rapid flashing beacons, improving or replacing curb, gutter, sidewalks, ADA ramps, and crosswalks, and locating pedestrian safety islands as needed.	
☐ Yes ☒ No DBE Participation ☐ Yes ☒ No MBE Participation ☐ Yes ☒ No WBE Participation ☒ Yes ☐ No SBE Participation Maximum Amount Payable: 54,972.00	

Index of Exhibits

Exhibit A	Scope of Work
Exhibit B	DBE Participation
Exhibit C	Preparation and Delivery of Electronic Engineering and Other Data
Exhibit D	Prime Consultant Cost Computations
Exhibit E	Sub-consultant Cost Computations
Exhibit F	Title VI Assurances
Exhibit G	Certification Documents
Exhibit H	Liability Insurance Increase
Exhibit I	Alleged Consultant Design Error Procedures
Exhibit J	Consultant Claim Procedures

THIS AGREEMENT, made and entered into as shown in the “Execution Date” box on page one (1) of this AGREEMENT, between the City of Anacortes, hereinafter called the “AGENCY,” and the “Firm / Organization Name” referenced on page one (1) of this AGREEMENT, hereinafter called the “CONSULTANT.”

WHEREAS, the AGENCY desires to accomplish the work referenced in “Description of Work” on page one (1) of this AGREEMENT and hereafter called the “SERVICES;” and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting services to the AGENCY.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows:

I. General Description of Work

The work under this AGREEMENT shall consist of the above-described SERVICES as herein defined, and necessary to accomplish the completed work for this project. The CONSULTANT shall furnish all services, labor, and related equipment and, if applicable, sub-consultants and subcontractors necessary to conduct and complete the SERVICES as designated elsewhere in this AGREEMENT.

II. General Scope of Work

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit “A” attached hereto and by this reference made a part of this AGREEMENT. The General Scope of Work was developed utilizing performance based contracting methodologies.

III. General Requirements

All aspects of coordination of the work of this AGREEMENT with outside agencies, groups, or individuals shall receive advance approval by the AGENCY. Necessary contacts and meetings with agencies, groups, and/or individuals shall be coordinated through the AGENCY. The CONSULTANT shall attend coordination, progress, and presentation meetings with the AGENCY and/or such State, Federal, Community, City, or County officials, groups or individuals as may be requested by the AGENCY. The AGENCY will provide the CONSULTANT sufficient notice prior to meetings requiring CONSULTANT participation. The minimum required hours or days’ notice shall be agreed to between the AGENCY and the CONSULTANT and shown in Exhibit “A.”

The CONSULTANT shall prepare a monthly progress report, in a form approved by the AGENCY, which will outline in written and graphical form the various phases and the order of performance of the SERVICES in sufficient detail so that the progress of the SERVICES can easily be evaluated.

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations, and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

Participation for Disadvantaged Business Enterprises (DBE) or Small Business Enterprises (SBE), if required, per 49 CFR Part 26, shall be shown on the heading of this AGREEMENT. If DBE firms are utilized at the commencement of this AGREEMENT, the amounts authorized to each firm and their certification number will be shown on Exhibit “B” attached hereto and by this reference made part of this AGREEMENT. If the Prime CONSULTANT is, a DBE certified firm they must comply with the Commercial Useful Function (CUF) regulation outlined in the AGENCY’s “DBE Program Participation Plan” and perform a minimum of 30% of the total amount of this AGREEMENT. It is recommended, but not required, that non-DBE Prime CONSULTANTS perform a minimum of 30% of the total amount of this AGREEMENT.

In the absence of a mandatory DBE goal, a voluntary SBE goal amount of ten percent of the Consultant Agreement is established. The Consultant shall develop a SBE Participation Plan prior to commencing work. Although the goal is voluntary, the outreach efforts to provide SBE maximum practicable opportunities are not.

The CONSULTANT, on a monthly basis, shall enter the amounts paid to all firms (including Prime) involved with this AGREEMENT into the wsdot.diversitycompliance.com program. Payment information shall identify any DBE Participation.

All Reports, PS&E materials, and other data furnished to the CONSULTANT by the AGENCY shall be returned. All electronic files, prepared by the CONSULTANT, must meet the requirements as outlined in Exhibit “C – Preparation and Delivery of Electronic Engineering and other Data.”

All designs, drawings, specifications, documents, and other work products, including all electronic files, prepared by the CONSULTANT prior to completion or termination of this AGREEMENT are instruments of service for these SERVICES, and are the property of the AGENCY. Reuse by the AGENCY or by others, acting through or on behalf of the AGENCY of any such instruments of service, not occurring, as a part of this SERVICE, shall be without liability or legal exposure to the CONSULTANT.

Any and all notices or requests required under this AGREEMENT shall be made in writing and sent to the other party by (i) certified mail, return receipt requested, or (ii) by email or facsimile, to the address set forth below:

If to AGENCY:
Name: Tiffany Matson
Agency: City of Anacortes
Address: PO Box 547/904 6th St
City: Anacortes State: WA Zip: 98221
Email: matsont@anacorteswa.gov
Phone: 360-299-1971
Facsimile:

If to CONSULTANT:
Name: Matt Randall
Agency: H.W. Lochner, Inc. or Lochner
Address: 915 118th Avenue SE, Suite 130
City: Bellevue State: WA Zip: 98005
Email: mrandall@hwlochner.com
Phone: 360-922-7394
Facsimile:

IV. Time for Beginning and Completion

The CONSULTANT shall not begin any work under the terms of this AGREEMENT until authorized in writing by the AGENCY. All work under this AGREEMENT shall conform to the criteria agreed upon detailed in the AGREEMENT documents. These SERVICES must be completed by the date shown in the heading of this AGREEMENT titled “Completion Date.”

The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the AGENCY in the event of a delay attributable to the AGENCY, or because of unavoidable delays caused by an act of GOD, governmental actions, or other conditions beyond the control of the CONSULTANT. A prior supplemental AGREEMENT issued by the AGENCY is required to extend the established completion time.

V. Payment Provisions

The CONSULTANT shall be paid by the AGENCY for completed SERVICES rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for SERVICES performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete SERVICES. The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31 (www.ecfr.gov).

- A. Hourly Rates: Hourly rates are comprised of the following elements - Direct (Raw) Labor, Indirect Cost Rate, and Fee (Profit). The CONSULTANT shall be paid by the AGENCY for work done, based upon the negotiated hourly rates shown in Exhibits “D” and “E” attached hereto and by reference made part of this AGREEMENT. These negotiated hourly rates will be accepted based on a review of the CONSULTANT’s direct labor rates and indirect cost rate computations and agreed upon fee. The accepted negotiated rates shall be memorialized in a final written acknowledgment between the parties. Such final written acknowledgment shall be incorporated into, and become a part of, this AGREEMENT. The initially accepted negotiated rates shall be applicable from the approval date, as memorialized in a final written acknowledgment, to 180 days following the CONSULTANT’s fiscal year end (FYE) date.

The direct (raw) labor rates and classifications, as shown on Exhibits “D” and “E” shall be subject to renegotiations for each subsequent twelve (12) month period (180 days following FYE date to 180 days following FYE date) upon written request of the CONSULTANT or the AGENCY. The written request must be made to the other party within ninety (90) days following the CONSULTANT’s FYE date. If no such written request is made, the current direct (raw) labor rates and classifications as shown on Exhibits “D” and “E” will remain in effect for the twelve (12) month period.

Conversely, if a timely request is made in the manner set forth above, the parties will commence negotiations to determine the new direct (raw) labor rates and classifications that will be applicable for the twelve (12) month period. Any agreed to renegotiated rates shall be memorialized in a final written acknowledgment between the parties. Such final written acknowledgment shall be incorporated into, and become a part of, this AGREEMENT. If requested, the CONSULTANT shall provide current payroll register and classifications to aid in negotiations. If the parties cannot reach an agreement on the direct (raw) labor rates and classifications, the AGENCY shall perform an audit of the CONSULTANT’s books and records to determine the CONSULTANT’s actual costs. The audit findings will establish the direct (raw) labor rates and classifications that will be applicable for the twelve (12) month period.

The fee as identified in Exhibits “D” and “E” shall represent a value to be applied throughout the life of the AGREEMENT.

The CONSULTANT shall submit annually to the AGENCY an updated indirect cost rate within 180 days of the close of its fiscal year. An approved updated indirect cost rate shall be included in the current fiscal year rate under this AGREEMENT, even if/when other components of the hourly rate are not renegotiated. These rates will be applicable for the twelve (12) month period. At the AGENCY’s option, a provisional and/or conditional indirect cost rate may be negotiated. This provisional or conditional indirect rate shall remain in effect until the updated indirect cost rate is completed and approved. Indirect cost rate costs incurred during the provisional or conditional period will not be adjusted. The CONSULTANT may request an extension of the last approved indirect cost rate for the twelve (12) month period. These requests for provisional indirect cost rate and/or extension will be considered on a case-by-case basis, and if granted, will be memorialized in a final written acknowledgment.

The CONSULTANT shall maintain and have accessible support data for verification of the components of the hourly rates, i.e., direct (raw) labor, indirect cost rate, and fee (profit) percentage. The CONSULTANT shall bill each employee’s actual classification, and actual salary plus indirect cost rate plus fee.

- A. **Direct Non-Salary Costs:** Direct Non-Salary Costs will be reimbursed at the actual cost to the CONSULTANT. These charges may include, but are not limited to, the following items: travel, printing, long distance telephone, supplies, computer charges, and fees of sub-consultants. Air or train travel will be reimbursed only to lowest price available, unless otherwise approved by the AGENCY. The CONSULTANT shall comply with the rules and regulations regarding travel costs (excluding air, train, and rental car costs) in accordance with the WSDOT's Accounting Manual M 13-82, Chapter 10 – Travel Rules and Procedures, and all revisions thereto. Air, train, and rental car costs shall be reimbursed in accordance with 48 Code of Federal Regulations (CFR) Part 31.205-46 "Travel Costs." The billing for Direct Non-salary Costs shall include an itemized listing of the charges directly identifiable with these SERVICES. The CONSULTANT shall maintain the original supporting documents in their office. Copies of the original supporting documents shall be supplied to the STATE upon request. All above charges must be necessary for the SERVICES provided under this AGREEMENT.
- B. **Maximum Amount Payable:** The Maximum Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT on page one (1.) The Maximum Amount Payable does not include payment for extra work as stipulated in section XIII, "Extra Work." No minimum amount payable is guaranteed under this AGREEMENT.
- C. **Monthly Progress Payments:** Progress payments may be claimed on a monthly basis for all costs authorized in A and B above. Detailed statements shall support the monthly billings for hours expended at the rates established in Exhibit "D," including names and classifications of all employees, and billings for all direct non-salary expenses. To provide a means of verifying the billed salary costs for the CONSULTANT's employees, the AGENCY may conduct employee interviews. These interviews may consist of recording the names, titles, salary rates, and present duties of those employees performing work on the SERVICES at the time of the interview.
- D. **Final Payment:** Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the SERVICES under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, electronic data, and other related documents, which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The payment of any billing will not constitute agreement as to the appropriateness of any item and at the time of final audit all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. Per WSDOT's "Audit Guide for Consultants," Chapter 23 "Resolution Procedures," the CONSULTANT has twenty (20) working days after receipt of the final Post Audit to begin the appeal process to the AGENCY for audit findings

E. **Inspection of Cost Records:** The CONSULTANT and their sub-consultants shall keep available for inspection by representatives of the AGENCY and the United States, for a period of six (6) years after receipt of final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this AGREEMENT is initiated before the expiration of the six (6) year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed. An interim or post audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and /or at the request of the AGENCY's Project Manager.

VI. Sub-Contracting

The AGENCY permits subcontracts for those items of SERVICES as shown in Exhibit “A” attached hereto and by this reference made part of this AGREEMENT.

The CONSULTANT shall not subcontract for the performance of any SERVICE under this AGREEMENT without prior written permission of the AGENCY. No permission for subcontracting shall create, between the AGENCY and sub-consultant, any contract or any other relationship.

Compensation for this sub-consultant SERVICES shall be based on the cost factors shown on Exhibit “E” attached hereto and by this reference made part of this AGREEMENT.

The SERVICES of the sub-consultant shall not exceed its maximum amount payable identified in each sub consultant cost estimate unless a prior written approval has been issued by the AGENCY.

All reimbursable direct labor, indirect cost rate, direct non-salary costs and fee costs for the sub-consultant shall be negotiated and substantiated in accordance with section V “Payment Provisions” herein and shall be memorialized in a final written acknowledgment between the parties

All subcontracts shall contain all applicable provisions of this AGREEMENT, and the CONSULTANT shall require each sub-consultant or subcontractor, of any tier, to abide by the terms and conditions of this AGREEMENT. With respect to sub-consultant payment, the CONSULTANT shall comply with all applicable sections of the STATE’s Prompt Payment laws as set forth in RCW 39.04.250 and RCW 39.76.011.

The CONSULTANT, sub-recipient, or sub-consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the recipient deems appropriate.

VII. Employment and Organizational Conflict of Interest

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this agreement. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or services required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen’s Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT’s employees or other persons while so engaged on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

Agreement Number:

24-018-TRN-001

VIII. Nondiscrimination

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, sub-consultants, subcontractors and successors in interest, agrees to comply with the following laws and regulations:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. Chapter 21 Subchapter V § 2000d through 2000d-4a)
- Federal-aid Highway Act of 1973 (23 U.S.C. Chapter 3 § 324)
- Rehabilitation Act of 1973 (29 U.S.C. Chapter 16 Subchapter V § 794)
- Age Discrimination Act of 1975 (42 U.S.C. Chapter 76 § 6101 *et. seq.*)
- Civil Rights Restoration Act of 1987 (Public Law 100-259)
- American with Disabilities Act of 1990 (42 U.S.C. Chapter 126 § 12101 *et. seq.*)
- 23 CFR Part 200
- 49 CFR Part 21
- 49 CFR Part 26
- RCW 49.60.180

In relation to Title VI of the Civil Rights Act of 1964, the CONSULTANT is bound by the provisions of Exhibit “F” attached hereto and by this reference made part of this AGREEMENT, and shall include the attached Exhibit “F” in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

IX. Termination of Agreement

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for actual hours charged at the time of termination of this AGREEMENT, plus any direct non-salary costs incurred up to the time of termination of this AGREEMENT.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason, that the CONSULTANT was not in default or that the CONSULTANT’s failure to perform is without the CONSULTANT’s or its employee’s fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs in accordance with the termination for other than default clauses listed previously.

The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee.

The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY.

Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

X. Changes of Work

The CONSULTANT shall make such changes and revisions in the completed work of this AGREEMENT as necessary to correct errors appearing therein, without additional compensation thereof. Should the AGENCY find it desirable for its own purposes to have previously satisfactorily completed SERVICES or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the AGENCY. This work shall be considered as Extra Work and will be paid for as herein provided under section XIII "Extra Work."

XI. Disputes

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subject to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

XII. Legal Relations

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold the State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT's agents, employees, sub consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT

to defend or indemnify the STATE and the AGENCY and their officers and employees against and hold harmless the STATE and the AGENCY and their officers and employees from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and /or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and/or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and/or AGENCY may be legally liable, the defense and indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT's negligence or the negligence of the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultant, subcontractor and vendor, of any tier.

The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable, in performance of the Work under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and/or the AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE and/or AGENCY's, their agents', officers and employees' failure to comply with specific written instructions regarding use provided to STATE and/or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT's relation to the AGENCY shall be at all times as an independent contractor.

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the AGENCY may, in its sole discretion, by written notice to the CONSULTANT terminate this AGREEMENT if it is found after due notice and examination by the AGENCY that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the CONSULTANT in the procurement of, or performance under, this AGREEMENT.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT's own employees or its agents against the STATE and/or the AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the state industrial insurance law, Title 51 RCW. The Parties have mutually negotiated this waiver.

Unless otherwise specified in this AGREEMENT, the AGENCY shall be responsible for administration of construction contracts, if any, on the project. Subject to the processing of a new sole source, or an acceptable supplemental AGREEMENT, the CONSULTANT shall provide On-Call assistance to the AGENCY during contract administration. By providing such assistance, the CONSULTANT shall assume no responsibility for proper construction techniques, job site safety, or any construction contractor's failure to perform its work in accordance with the contract documents.

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, the following insurance with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW.

Insurance Coverage

- A. Worker's compensation and employer's liability insurance as required by the STATE.
- B. Commercial general liability insurance written under ISO Form CG 00 01 12 04 or its equivalent with minimum limits of one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for each policy period.
- C. Business auto liability insurance written under ISO Form CG 00 01 10 01 or equivalent providing coverage for any "Auto" (Symbol 1) used in an amount not less than a one million dollar (\$1,000,000.00) combined single limit for each occurrence.

Excepting the Worker's Compensation Insurance and any Professional Liability Insurance, the STATE and AGENCY, their officers, employees, and agents will be named on all policies of CONSULTANT and any sub-consultant and/or subcontractor as an additional insured (the "AIs"), with no restrictions or limitations concerning products and completed operations coverage. This coverage shall be primary coverage and non-contributory and any coverage maintained by the AIs shall be excess over, and shall not contribute with, the additional insured coverage required hereunder. The CONSULTANT's and the sub-consultant's and/or subcontractor's insurer shall waive any and all rights of subrogation against the AIs. The CONSULTANT shall furnish the AGENCY with verification of insurance and endorsements required by this AGREEMENT. The AGENCY reserves the right to require complete, certified copies of all required insurance policies at any time.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. The CONSULTANT shall submit a verification of insurance as outlined above within fourteen (14) days of the execution of this AGREEMENT to:

Name: Tiffany Matson
Agency: City of Anacortes
Address: PO Box 547/904 6th St
City: Anacortes State: WA Zip: 98221
Email: matsont@anacorteswa.gov
Phone: 360-299-1971
Facsimile:

No cancellation of the foregoing policies shall be effective without thirty (30) days prior notice to the AGENCY.

The CONSULTANT's professional liability to the AGENCY, including that which may arise in reference to section IX "Termination of Agreement" of this AGREEMENT, shall be limited to the accumulative amount of the authorized AGREEMENT or one million dollars (\$1,000,000.00), whichever is greater, unless the limit of liability is increased by the AGENCY pursuant to Exhibit H. In no case shall the CONSULTANT's professional liability to third parties be limited in any way.

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

The AGENCY will pay no progress payments under section V "Payment Provisions" until the CONSULTANT has fully complied with this section. This remedy is not exclusive; and the AGENCY may take such other action as is available to it under other provisions of this AGREEMENT, or otherwise in law.

XIII. Extra Work

- A. The AGENCY may at any time, by written order, make changes within the general scope of this AGREEMENT in the SERVICES to be performed.
- B. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the SERVICES under this AGREEMENT, whether or not changed by the order, or otherwise affects any other terms and conditions of this AGREEMENT, the AGENCY shall make an equitable adjustment in the: (1) maximum amount payable; (2) delivery or completion schedule, or both; and (3) other affected terms and shall modify this AGREEMENT accordingly.
- C. The CONSULTANT must submit any "request for equitable adjustment," hereafter referred to as "CLAIM," under this clause within thirty (30) days from the date of receipt of the written order. However, if the AGENCY decides that the facts justify it, the AGENCY may receive and act upon a CLAIM submitted before final payment of this AGREEMENT.
- D. Failure to agree to any adjustment shall be a dispute under the section XI "Disputes" clause. However, nothing in this clause shall excuse the CONSULTANT from proceeding with the AGREEMENT as changed.
- E. Notwithstanding the terms and conditions of paragraphs (A.) and (B.) above, the maximum amount payable for this AGREEMENT, shall not be increased or considered to be increased except by specific written supplement to this AGREEMENT.

XIV. Endorsement of Plans

If applicable, the CONSULTANT shall place their endorsement on all plans, estimates, or any other engineering data furnished by them.

XV. Federal Review

The Federal Highway Administration shall have the right to participate in the review or examination of the SERVICES in progress.

XVI. Certification of the Consultant and the Agency

Attached hereto as Exhibit "G-1(a and b)" are the Certifications of the CONSULTANT and the AGENCY, Exhibit "G-2" Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions, Exhibit "G-3" Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying and Exhibit "G-4" Certificate of Current Cost or Pricing Data. Exhibit "G-3" is required only in AGREEMENTS over one hundred thousand dollars (\$100,000.00) and Exhibit "G-4" is required only in AGREEMENTS over five hundred thousand dollars (\$500,000.00.) These Exhibits must be executed by the CONSULTANT, and submitted with the master AGREEMENT, and returned to the AGENCY at the address listed in section III "General Requirements" prior to its performance of any SERVICES under this AGREEMENT.

XVII. Complete Agreement

This document and referenced attachments contain all covenants, stipulations, and provisions agreed upon by the parties. No agent, or representative of either party has authority to make, and the parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein. No changes, amendments, or modifications of the terms hereof shall be valid unless reduced to writing and signed by the parties as a supplement to this AGREEMENT.

XVIII. Execution and Acceptance

This AGREEMENT may be simultaneously executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The CONSULTANT does hereby ratify and adopt all statements, representations, warranties, covenants, and AGREEMENT's contained in the proposal, and the supporting material submitted by the CONSULTANT, and does hereby accept this AGREEMENT and agrees to all of the terms and conditions thereof.

XIX. Protection of Confidential Information

The CONSULTANT acknowledges that some of the material and information that may come into its possession or knowledge in connection with this AGREEMENT or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either chapter 42.56 RCW or other local, state, or federal statutes (“State’s Confidential Information”). The “State’s Confidential Information” includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles credit card information, driver’s license numbers, medical data, law enforcement records (or any other information identifiable to an individual), STATE and AGENCY source code or object code, STATE and AGENCY security data, non-public Specifications, STATE and AGENCY non-publicly available data, proprietary software, STATE and AGENCY security data, or information which may jeopardize any part of the project that relates to any of these types of information. The CONSULTANT agrees to hold the State’s Confidential Information in strictest confidence and not to make use of the State’s Confidential Information for any purpose other than the performance of this AGREEMENT, to release it only to authorized employees, sub-consultants or subcontractors requiring such information for the purposes of carrying out this AGREEMENT, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make it known to any other party without the AGENCY’s express written consent or as provided by law. The CONSULTANT agrees to release such information or material only to employees, sub-consultants or subcontractors who have signed a nondisclosure AGREEMENT, the terms of which have been previously approved by the AGENCY. The CONSULTANT agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to the State’s Confidential Information.

Immediately upon expiration or termination of this AGREEMENT, the CONSULTANT shall, at the AGENCY’s option: (i) certify to the AGENCY that the CONSULTANT has destroyed all of the State’s Confidential Information; or (ii) returned all of the State’s Confidential Information to the AGENCY; or (iii) take whatever other steps the AGENCY requires of the CONSULTANT to protect the State’s Confidential Information.

As required under Executive Order 00-03, the CONSULTANT shall maintain a log documenting the following: the State’s Confidential Information received in the performance of this AGREEMENT; the purpose(s) for which the State’s Confidential Information was received; who received, maintained, and used the State’s Confidential Information; and the final disposition of the State’s Confidential Information. The CONSULTANT’s records shall be subject to inspection, review, or audit upon reasonable notice from the AGENCY.

The AGENCY reserves the right to monitor, audit, or investigate the use of the State’s Confidential Information collected, used, or acquired by the CONSULTANT through this AGREEMENT. The monitoring, auditing, or investigating may include, but is not limited to, salting databases.

Violation of this section by the CONSULTANT or its sub-consultants or subcontractors may result in termination of this AGREEMENT and demand for return of all State’s Confidential Information, monetary damages, or penalties

It is understood and acknowledged that the CONSULTANT may provide the AGENCY with information, which is proprietary and/or confidential during the term of this AGREEMENT. The parties agree to maintain the confidentiality of such information during the term of this AGREEMENT and afterwards. All materials containing such proprietary and/or confidential information shall be clearly identified and marked as “Confidential” and shall be returned to the disclosing party at the conclusion of the SERVICES under this AGREEMENT.

The CONSULTANT shall provide the AGENCY with a list of all information and materials it considers confidential and/or proprietary in nature: (a) at the commencement of the term of this AGREEMENT, or (b) as soon as such confidential or proprietary material is developed. "Proprietary and/or confidential information" is not meant to include any information which, at the time of its disclosure: (i) is already known to the other party; (ii) is rightfully disclosed to one of the parties by a third party that is not acting as an agent or representative for the other party; (iii) is independently developed by or for the other party; (iv) is publicly known; or (v) is generally utilized by unaffiliated third parties engaged in the same business or businesses as the CONSULTANT.

The parties also acknowledge that the AGENCY is subject to Washington State and federal public disclosure laws. As such, the AGENCY shall maintain the confidentiality of all such information marked proprietary and or confidential or otherwise exempt, unless such disclosure is required under applicable state or federal law. If a public disclosure request is made to view materials identified as "Proprietary and/or confidential information" or otherwise exempt information, the AGENCY will notify the CONSULTANT of the request and of the date that such records will be released to the requester unless the CONSULTANT obtains a court order from a court of competent jurisdiction enjoining that disclosure. If the CONSULTANT fails to obtain the court order enjoining disclosure, the AGENCY will release the requested information on the date specified.

The CONSULTANT agrees to notify the sub-consultant of any AGENCY communication regarding disclosure that may include a sub-consultant's proprietary and/or confidential information. The CONSULTANT notification to the sub-consultant will include the date that such records will be released by the AGENCY to the requester and state that unless the sub-consultant obtains a court order from a court of competent jurisdiction enjoining that disclosure the AGENCY will release the requested information. If the CONSULTANT and/or sub-consultant fail to obtain a court order or other judicial relief enjoining the AGENCY by the release date, the CONSULTANT shall waive and release and shall hold harmless and indemnify the AGENCY from all claims of actual or alleged damages, liabilities, or costs associated with the AGENCY's said disclosure of sub-consultants' information.

XX. Records Maintenance

During the progress of the Work and SERVICES provided hereunder and for a period of not less than six (6) years from the date of final payment to the CONSULTANT, the CONSULTANT shall keep, retain, and maintain all "documents" pertaining to the SERVICES provided pursuant to this AGREEMENT. Copies of all "documents" pertaining to the SERVICES provided hereunder shall be made available for review at the CONSULTANT's place of business during normal working hours. If any litigation, claim, or audit is commenced, the CONSULTANT shall cooperate with AGENCY and assist in the production of all such documents. "Documents" shall be retained until all litigation, claims or audit findings have been resolved even though such litigation, claim, or audit continues past the six (6) year retention period.

For purposes of this AGREEMENT, "documents" means every writing or record of every type and description, including electronically stored information ("ESI"), that is in the possession, control, or custody of the CONSULTANT, including, without limitation, any and all correspondences, contracts, AGREEMENTs, appraisals, plans, designs, data, surveys, maps, spreadsheets, memoranda, stenographic or handwritten notes, reports, records, telegrams, schedules, diaries, notebooks, logbooks, invoices, accounting records, work sheets, charts, notes, drafts, scribbings, recordings, visual displays, photographs, minutes of meetings, tabulations, computations, summaries, inventories, and writings regarding conferences, conversations or telephone conversations, and any and all other taped, recorded, written, printed or typed matters of any kind or description; every copy of the foregoing whether or not the original is in the possession, custody, or control of the CONSULTANT, and every copy of any of the foregoing, whether or not such copy is a copy identical to an original, or whether or not such copy contains any commentary or notation whatsoever that does not appear on the original.

For purposes of this AGREEMENT, “ESI” means any and all computer data or electronic recorded media of any kind, including “Native Files”, that are stored in any medium from which it can be retrieved and examined, either directly or after translation into a reasonably useable form. ESI may include information and/or documentation stored in various software programs such as Email, Outlook, Word, Excel, Access, Publisher, PowerPoint, Adobe Acrobat, SQL databases, or any other software or electronic communication programs or databases that the CONSULTANT may use in the performance of its operations. ESI may be located on network servers, backup tapes, smart phones, thumb drives, CDs, DVDs, floppy disks, work computers, cell phones, laptops, or any other electronic device that CONSULTANT uses in the performance of its Work or SERVICES hereunder, including any personal devices used by the CONSULTANT or any sub-consultant at home.

“Native files” are a subset of ESI and refer to the electronic format of the application in which such ESI is normally created, viewed, and /or modified

The CONSULTANT shall include this section XX “Records Maintenance” in every subcontract it enters into in relation to this AGREEMENT and bind the sub-consultant to its terms, unless expressly agreed to otherwise in writing by the AGENCY prior to the execution of such subcontract.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the “Execution Date” box on page one (1) of this AGREEMENT.

Signature

Date

Signature

Date

Any modification, change, or reformation of this AGREEMENT shall require approval as to form by the Office of the Attorney General.

Exhibit A ***Scope of Work***

Project No. 24-018-TRN-001

See Attached Exhibit A

AGREEMENT 24-018-TRN-001
EXHIBIT A



City of Anacortes

Q Avenue Pedestrian Crossings

Scope of Services

Submitted to:
City of Anacortes
Public Works Department
Attn: Logan Lee
904 6th Street
Anacortes, WA 98221

EXHIBIT A: City of Anacortes Q Avenue Pedestrian Crossings

Table of Contents

Scope of Services	2
General Assumptions	2
TASK 1: Project Administration	3
1.1 General Project Administration	3
1.2 Monthly Invoicing and Progress Reports	3
1.3 Project Coordination Meetings	3
1.4 Quality Assurance/Quality Control Plan	4
TASK 2: Data Collection	4
TASK 3: Conceptual Design	5
3.1 Conceptual Design	5
TASK 4: Preliminary Design	6
4.1 Preliminary Contract Plans	6
4.2 Preliminary Opinion of Probable Costs	6
4.3 Preliminary Specifications and Contract Documents	7
4.4 Preliminary Stormwater Report	7
4.5 Quality Assurance/Quality Control - Preliminary	7
4.6 Prepare and Submit Preliminary Package	7
TASK 5: Final Design and PS&E	8
5.1 Final Contract Plans	8
5.2 Final Opinion of Probable Costs	8
5.3 Final Specifications and Contract Documents	8
5.4 Final Stormwater Report	8
5.5 Quality Assurance/Quality Control – Construction Ready	8
5.6 Bid-Ready PS&E Package:	8
TASK 6: Bid Phase Support	8
TASK 7: Contract Close Out	9

EXHIBIT A: City of Anacortes

Q Avenue Pedestrian Crossings

Scope of Services

The City of Anacortes (City) successfully applied for and received a federal grant to obtain engineering services to design pedestrian improvements on Q Avenue between 11th and 13th Streets. The design will include locating rectangular rapid flashing beacons, improving or replacing curb, gutter, sidewalks, ADA ramps, and crosswalks, and locating pedestrian safety islands as needed.

This scope of services is for project administration, data collection, preliminary, intermediate design, PS&E, ad and award support, and contract close out.

Support for construction phase services may also be added by supplement if the City determines the consultant will be retained for that phase. These services may include administration, project management, construction inspection, construction engineering, construction surveying, testing, and project closeout.

This scope of services covers the PE phase and is anticipated to begin in October 2024 and be completed within a year of receipt of a notice to proceed.

In addition to the specific assumptions associated with each of the tasks outlined herein, several key assumptions are made in developing the scope and schedule to clarify the needs of the project, and assure timely decisions that will enable the team to achieve the goals of the schedule:

General Assumptions

- A Notice to Proceed (NTP) will be issued by the City via email.
- Documents to be supplied by the City will be requested by the Consultant in email.
- WSDOT specifications will be used, supplemented by City special provisions, with additional special provisions written only where required.
- No additional right-of-way is expected to be required.
- The City will be responsible for obtaining the required permits.
- The City will complete necessary SEPA documents and obtain required permits from local, state, and federal jurisdictions necessary to initiate the work.
- The Consultant will provide coordination for both City owned and for public and private utilities.
- The City will provide timely reviews and provide consolidated comments for each deliverable submitted.
- The City will provide concurrence/approval at the completion of each level of design prior to the Consultant commencing the next level.
- Draft documents will be clearly marked “DRAFT”, “PRELIMINARY”, OR “__% SUBMITTAL” either with a stamp or watermark, and final engineering reports and documents will be stamped by the Professional Engineer overseeing that work.
- One complete set of design documents will be prepared meeting design and contracting requirements.
- Documents will be delivered to the City in electronic PDF format via email.
- References to “cost estimates” will mean “engineers opinion of probable costs”.

EXHIBIT A: City of Anacortes

Q Avenue Pedestrian Crossings

- The City will lead and complete the Community Engagement effort.

The following are the specific elements of the work plan for this project.

TASK 1: Project Administration

1.1 General Project Administration

The Consultant will be responsible for on-going management of the consultant team in accordance with the provisions of the Agreement. On-going management will include confirming that the work is completed in a timely manner and within the Agreement budget. The Consultant will be responsible for:

- Strategic management and reporting
- Developing and maintaining a project schedule
- Making assignments to project staff and subconsultants
- Processing agency requests

The Consultant will be responsible for coordinating the activities to complete the Elements of the Agreement. This coordination will include coordination with the City's Project Manager and internal staff, timely input for meetings, incorporating work into project deliverables and obtaining answers to issues raised by the City. The Consultant's Project Manager will be the contact for questions and requests from the City's Project Manager. Discussions, correspondence, or work requested of the Consultant, that impact the scope of work, budget, or products will be directed in writing to the City's Project Manager.

Assumptions:

- Project schedule will be developed using MS Project and updated monthly.
- The Consultant will prepare a detailed schedule within 2 weeks of the Notice to Proceed (NTP):

Deliverables:

- Project Schedule

1.2 Monthly Invoicing and Progress Reports

The Consultant will provide monthly invoices to the City including a listing of activities by work element performed by the Consultant Team during the reporting period. For budgeting purposes, we assume up to eight (8) invoices and progress reports.

Deliverables:

- Monthly Invoices
- Progress Reports

1.3 Project Coordination Meetings

The Consultant's project manager and project engineer will meet with the City at the beginning of the design phase for a project kickoff meeting. The Consultant's project manager and project engineer will meet with the City for progress meetings on a monthly basis through the remainder of the project.

The Consultant will maintain regular contact with the City and the City's Project Manager through informal office visits, telephone conversations, and e-mails.

EXHIBIT A: City of Anacortes

Q Avenue Pedestrian Crossings

Assumptions:

- Project Coordination meetings will be held virtually each month.

Deliverables:

- Kick-off Meeting agenda and notes
- Project Coordination Meeting Notes

1.4 Quality Assurance/Quality Control Plan

The Consultant's project manager will prepare a plan and schedule for quality control of the project design and deliverables and designate reviewers of the same.

Deliverables:

- None

TASK 2: Data Collection

Lochner will subcontract with LDES to provide topographic surveying, boundary research, and computer-generated base mapping. For this effort, LDES will:

- Investigate public and private property ownership records to identify existing rights-of-way, easements, land encumbrances, and franchise agreement records.
- Develop existing rights-of-way, easements, and private property lines for base mapping.
- Establish or reestablish horizontal control on the Washington State Plane North Zone NAD83 datum and vertical control on the NGVD88 datum.
- Collaborate with the City's GIS/Mapping Department to implement survey mapping standards.
- Contact the state "dial-before-you-dig" contractor number to field-identify utility locations and coordinate with the City so utility locates are completed prior to survey field work.
- Conduct topographic data collection specific to property markers, roadways, aerial and underground utilities, and other natural and man-made features at the following limits:
 - Intersection of 13th Street and Q Avenue, full right-of-way width plus 10 feet outside for topo and transitions.
 - 130 feet of right-of-way along Q Avenue beginning 20 feet south of the driveway at Safeway to approximately 75 feet north of the existing asphalt path connecting the Thommy Thompson Trail to the Port of Anacortes parking lot.
- Prepare a detailed three-dimensional topographic terrain model and boundary survey basemap with one-foot contours for project areas within public rights-of-way and private properties.
- Coordinate with Consultant Team members.
- Process monthly invoicing and project progress reports for submittal to Lochner.

Assumptions:

- Estimated limits of topographic surveying are shown above.

EXHIBIT A: City of Anacortes Q Avenue Pedestrian Crossings

- Rights-of-entry will be obtained by the City for access onto private properties to complete services and will be provided in advance of scheduled survey field work.
- The surveyor will provide the City at least a two-week notice of on-site survey activities.
- Ownership research is limited to public online information and available City/County records.
- The surveyor will coordinate with City GIS/Mapping to obtain information on control networks and on horizontal and vertical datums.
- The City does not provide private property utility locates. City notifications to property owners will ask if information outside of Public Records is available for use by the City. Unrecorded encroachments will be identified so property owners can remove certain improvements prior to construction.
- Private utility locates will not be performed.
- The City will provide title reports for each tax parcel needing review to establish existing right-of-way and easement limits. If not provided, a disclaimer will be placed on the survey boundary mapping stating so.
- Traffic control for survey work in active roadways will be provided by the City if required.
- No high-resolution, geo-referenced aerial image will be required or provided as part of this task.
- No rights-of-entry to access private property will be required for this project.

Deliverables:

- Survey basemapping in AutoCAD (2020 or newer) format and one hard copy (.pdf) of the same.
- Topographic, boundary, and survey control drawing (stamped and signed) for inclusion with Ad-ready PS&E.
- Monthly invoicing and progress reports.

TASK 3: Conceptual Design

3.1 Conceptual Design

The Consultant will develop a Conceptual Design for the planned improvements based on conversations with the City and Port of Anacortes. The Conceptual Design will show horizontal layout for three new crossings of Q Avenue – two at 13th Street and one midblock between 13th and 11th Streets – and will include curb ramps, locations of roadway bulbouts, as necessary, pedestrian refuge island, RRFBs, and stormwater management features, as necessary. The purpose of the Conceptual Design will be for the City to approve the design in two dimensions before preparation of PS&E documents.

The Consultant will prepare a draft layout for review by the City. The Consultant will incorporate comments received into a final Conceptual Design layout.

Assumptions

- The Conceptual Design will be presented in roll-plot format at an appropriate scale.

EXHIBIT A: City of Anacortes

Q Avenue Pedestrian Crossings

- The Conceptual Design will follow City of Anacortes standards and Americans with Disabilities (ADA) requirements.

Deliverables

- Draft Conceptual Layout – Electronic pdf format
- Final Conceptual Layout - Electronic pdf format

TASK 4: Preliminary Design

4.1 Preliminary Contract Plans

Following completion and acceptance of the Conceptual layout, the Consultant will advance the design of the roadway, sidewalk, and utility components to include topographical data. A complete set of contract plans will be prepared using City and LAG Manual design standards. Depending on the design, some of the following may be combined. This work will include development of a complete preliminary plan set, including:

- **Cover Sheet, General Notes, and Legend**

The Consultant will include applicable City information and notes.

- **Site Prep and Erosion Control plan**

The Consultant will develop the Site Preparation plans and identify objects that must be removed or demolished by the contractor. The Site Prep plans will include silt fencing, inlet protection BMPs, and construction limits.

- **Roadway and Sidewalk Plans**

The Consultant will develop plan sheets detailing horizontal layout of the new roadway/sidewalk improvements including the new or replaced sidewalk and shared-use path areas, intersection bulb outs, curb ramps, and necessary changes to the stormwater management system and existing utilities as needed. Coordination with City and franchised utility owners will begin at this stage on an as-needed basis based on the changes to the roadway corridor. The curb ramps will be designed to be compliant with City of Anacortes standards and ADA requirements.

- **Roadway Details**

The Consultant will develop details for specific features whose design is not already covered in WSDOT Standard Plans. Applicable WSDOT Standard Plans will be included as Appendices in the Contract Documents, not on the plans.

- **Pavement Marking and Signage Plans and Details**

The Consultant will develop pavement marking and signage plans defining limits of new channelization and new and replaced sign locations to improve safety and wayfinding within the project limits. Rectangular Rapid Flashing Beacons (RRFB) are proposed for this project and will be included here.

- **Traffic Control Plans**

The Consultant will develop traffic control and detour plans routing traffic through and around the project limits.

4.2 Preliminary Opinion of Probable Costs

The Consultant will develop preliminary level Opinion of Probable Costs for the various elements based on unit price basis including the following elements:

EXHIBIT A: City of Anacortes

Q Avenue Pedestrian Crossings

- Develop a table of unit costs based on the latest City, County, or WSDOT bid tabulations.
- Develop quantities for the various bid elements.
- Prepare an opinion of probable cost to include bid items.

4.3 Preliminary Specifications and Contract Documents

The Consultant will develop draft Specifications and Contract Documents for the project. These specifications will include requirements for State funded projects, WSDOT General Special Provisions (GSPs), City Special Provisions, if any, and project specific special provisions describing the work to be completed by the Contractor. They will also include draft Contract (front-end) documents provided by the City.

4.4 Preliminary Stormwater Report

The CONSULTANT will perform a drainage analysis including conveyance to determine if a water quality facility or flow control facility will be required with the revisions to the impervious surface. The hydraulic analysis includes development of a Stormwater Report to document the stormwater system design including assumptions, regulatory interpretations, calculations, and other design information for conveyance and water quality measures, low-impact development alternatives, and system operations and maintenance requirements in compliance with the 2019 Ecology Stormwater Management Manual for Western Washington. Downstream capacity analysis will not be required.

Assumptions:

- Flow Control will not be required as the public storm system discharges directly to Fidalgo Bay through manmade systems and can be considered flow-control exempt.
- Changes to drainage patterns will be minimal at best and generally limited to intersection curb returns. Project will not change roadway crown.
- The City will provide as-built or design drawings for the existing storm drain facilities. The City will provide existing hydraulic reports for the project area, if available.
- Water Quality design will not be required as it is not expected the project will add more than 5,000 SF of pollution-generating surfaces.

Deliverables:

- Draft Stormwater Drainage Report using City's Form 1-5 with stormwater management plans for City review and comment.

4.5 Quality Assurance/Quality Control - Preliminary

The Consultant will review documents and drawings for quality of design and engineering procedures prior to submittal to the City.

4.6 Prepare and Submit Preliminary Package

The Consultant will develop documents based on internal and City review comments and combine discipline design documents into one plan and estimate submittal package.

Deliverables:

EXHIBIT A: City of Anacortes

Q Avenue Pedestrian Crossings

- Electronic Copies of the Preliminary Contract Plans, Draft Specifications and Contract Documents, Stormwater Report, and Opinion of Probable Costs.

TASK 5: Final Design and PS&E

The Consultant will advance the design from the Preliminary Design phase to the Final Design and PS&E phase. The Consultant will produce bid-ready plans, specifications, contract documents, and opinion of probable costs. The Consultant will also finalize the Stormwater Report.

5.1 Final Contract Plans

The Consultant will incorporate the agreed upon revisions to the plans set based on internal QC and the City's comments and prepare a signed and sealed set of bid-ready plans.

5.2 Final Opinion of Probable Costs

The Consultant will incorporate the agreed upon revisions to the cost estimate based on internal review and the City's comments.

5.3 Final Specifications and Contract Documents

The Consultant will incorporate the agreed upon revisions to the specifications and contract documents for the project based on the City's comments and prepare a signed and sealed set of specifications and contract documents.

5.4 Final Stormwater Report

The Consultant will update the preliminary stormwater report (* to address changes in the final design and any comments provide through City review.

5.5 Quality Assurance/Quality Control – Construction Ready

The Consultant will conduct an in-house quality review of the plans, specifications, estimate, and stormwater report before they are submitted to the City.

5.6 Bid-Ready PS&E Package:

The Consultant will work with the City to prepare the front-end bid documents for the project with templates provided by the City. This will include addressing comments on the final PS&E package, developing the contract proposal package for bidders, preparation of the WSDOT PS&E checklist, obligation package support, and the Bid-Ready plans, specifications, and opinion of probable construction costs.

Deliverables:

- Electronic Copies of the final plans, specifications, contract documents, and cost estimate.
- One set of bid documents ready for printing.

TASK 6: Bid Phase Support

The Consultant will assist the City in responding to contractor questions during the bid phase. Tasks will include coordinating with City staff to respond to written Requests for Information, responding to field bidder questions (RFIs) and providing clarifications, as necessary. If necessary, the Consultant will revise PS&E documentation and prepare corresponding addenda.

EXHIBIT A: City of Anacortes Q Avenue Pedestrian Crossings

Assumptions:

The following are tasks performed by the City and will not be included in this task:

- Draft advertisement for publishing
- Bid Tabulations.
- Contractor recommendation letter.

Deliverables:

- Up to four (4) RFI responses.
- Up to two (2) addenda.

TASK 7: Contract Close Out

The Consultant team will gather the work files from team members and organize and combine to one file. The Consultant will prepare a summary contract close out document and will provide a package in electronic formats, PDF.

Deliverables:

- Summaries of items discussed will be included in the monthly status reports.
- Project files in electronic format (PDF, Microsoft Word and Excel, AutoCAD).
- Design Reports and Documentation
- Contract PS&E

Exhibit B

DBE Participation Plan

In the absents of a mandatory DBE goal, a voluntary SBE goal amount of ten percent of the Consultant Agreement is established. The Consultant shall develop a SBE Participation Plan prior to commencing work. Although the goal is voluntary, the outreach efforts to provide SBE maximum practicable opportunities are not.

See attached Exhibit B

EXHIBIT B – VOLUNTARY SBE PARTICIPATION

The RFQ Project Scope states that the project has a voluntary SBE Goal of 10%.
The overall project budget for this project is \$ 54,972
10% of this amount is \$ 5,498

SBE Subconsultants to Lochner	
Land Development Engineering and Surveying (“LDES”)	\$ 8,402
Planned SBE Participation 15.3%	

LDES’s scope includes providing topographic and boundary survey of the project area, establishing horizontal and vertical controls for the design team’s use.

MBE#:

UBI # 602419043
CERTIFICATION NUMBER M5M0019910

DBE#:

UDBE Yes
SBE CERTIFICATION Yes
UBI # 602419043
CERTIFICATION NUMBER D5M0019910

SBE# Certification:

Vendor Information	
BUSINESS NAME	Land Development Engineering & Surveying, Inc.
SYSTEM VENDOR NUMBER	20289360
PRIMARY OWNER'S NAME	Mr. Ramon Llanos
ETHNIC GROUP	
GENDER	

Certification Information	
CERTIFYING AGENCY	State of Washington DES
CERTIFICATION TYPE	SBE - Small Business Enterprise

Exhibit C

Preparation and Delivery of Electronic Engineering and Other Data

In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

2020 Civil 3D Format or newer

PNEZD Order

Survey points provided in .txt format

Horizontal control on Washington State Plane North Zone NAD83

Vertical Control on NGVD88 datum

B. Roadway Design Files

2020 Civil 3D Format or newer

City of Anacortes Design Standards augmented by WSDOT Design Standards

C. Computer Aided Drafting Files

2020 Civil 3D Format or newer

D. Specify the Agency's Right to Review Product with the Consultant

Agency will have access to product at all times. At a minimum reviews will occur at a minimum.

E. Specify the Electronic Deliverables to Be Provided to the Agency

Survey files - AutoCAD 2020 or newer format and one .PDF of the same.

Invoices, Progress Reports, Stormwater Report, Review and Final Plans, Specifications, Contract, and Opinion of Probable Cost in .PDF format.

Close out project files in .PDF, Microsoft Word and Excel, and AutoCAD (2020 or newer) format.

F. Specify What Agency Furnished Services and Information Is to Be Provided

Agency will manage project and complete all aspects not provided by Consultant. Agency will provide existing condition documents and as-builts of work completed in the project area prior to Notice to Proceed given for this project.

II. Any Other Electronic Files to Be Provided

N/A

III. Methods to Electronically Exchange Data

Email and FTP or agreed upon file sharing site.

A. Agency Software Suite

Microsoft

Autodesk Civil 3D

B. Electronic Messaging System

Microsoft Exchange

C. File Transfers Format

Varies

Exhibit D
Prime Consultant Cost Computations

See attached Exhibit D

AGREEMENT 24-018-TRN-001
EXHIBIT D

Project Name: Q Avenue Pedestrian Crossings

Design Estimate Cost Worksheet

Firm Name: H.W. Lochner, Inc.

WSDOT Classification	Hours	x	Direct Labor Rate	=	Cost
TRANSPORTATION PLANNING SPECIALIST 5	0		\$98.56	\$	-
TRANSPORTATION PLANNING SPECIALIST 5	0		\$95.43	\$	-
TRANSPORTATION PLANNING SPECIALIST 5	34		\$87.50	\$	2,975.00
CONSTRUCTION PROJECT COORDINATOR 4	44		\$57.04	\$	2,509.76
CONSTRUCTION PROJECT COORDINATOR 3	0		\$40.60	\$	-
CONSTRUCTION PROJECT COORDINATOR 3	0		\$40.20	\$	-
BRIDGE ENGINEER 1	0		\$38.29	\$	-
BRIDGE ENGINEER 1	0		\$39.04	\$	-
TRANSPORTATION ENGINEER 5	0		\$76.95	\$	-
TRANSPORTATION ENGINEER 5	0		\$72.77	\$	-
CIVIL ENGINEER 4	0		\$67.16	\$	-
CIVIL ENGINEER 3	16		\$57.70	\$	923.20
CIVIL ENGINEER 2	72		\$48.84	\$	3,516.48
CIVIL ENGINEER 2	0		\$46.23	\$	-
CIVIL ENGINEER 2	124		\$40.20	\$	4,984.80
ADMINISTRATIVE ASSISTANT 5	10		\$37.18	\$	371.80
Total Hours	300			\$	15,281.04

Subtotal Direct Labor	\$	15,281.04
Escalation @ 1.00% of Total Project	\$	152.81
Total Direct Labor	\$	15,433.85

Overhead & Fixed Fee	Cost
Overhead Cost @ 170.00% of Direct Labor	\$ 26,237.55
Fixed Fee @ 30.00% of Direct Labor	\$ 4,630.16
Total Direct Labor, Overhead, and Fixed Fee	\$ 46,301.55

Direct Non-Salary Costs	Cost
Automobile (400 Mi. @ \$ 0.67)	\$ 268.00
Photocopies (5000 @ \$ 0.05 / copy)	\$ -
Origin & Destination Survey	\$ -
Intersection Turning Movement Counts	\$ -
Postage / Delivery (allowance) Est.	\$ -
Total Direct Non-Salary Costs	\$ 268.00

Prime Subtotal	\$ 46,569.55
-----------------------	---------------------

Subconsultants	Role	Cost
Land Dev. Engineering & Surveying	Surveyor	\$8,402
Total Subconsultant Costs		\$ 8,402.00

TOTAL	\$ 54,971.55
--------------	---------------------

TOTAL (ROUNDED)	\$ 54,972
------------------------	------------------

Project Name: Q Avenue Pedestrian Crossings

Prime: H.W. Lochner, Inc.

Work Element Number	Work Element	WSDOT Classification:	Total Hours	TRANSPORTATION PLANNING SPECIALIST 5	CONSTRUCTION PROJECT COORDINATOR 4	CIVIL ENGINEER 3	CIVIL ENGINEER 2	CIVIL ENGINEER 2	ADMINISTRATIVE ASSISTANT 5
1.0	Project Administration		31	21			2		8
1.1	General Project Administration		12	12					
1.2	Monthly Invoicing and Progress Reports		14	6					8
1.3	Project Coordination Meetings		3	1			2		
1.4	Quality Assurance/Quality Control Plan		2	2					
2.0	Data Collection		6				2	4	
2.1	Review Information from City		4					4	
2.2	Coordination with Surveyor		2				2		
3.0	Conceptual Design		24				8	16	
3.1	Conceptual Design		24				8	16	
4.0	Preliminary Design		128	4	30	8	30	56	
4.1	Preliminary Contract Plans		36				12	24	
4.2	Preliminary Opinion of Probable Costs		12		2		6	4	
4.3	Preliminary Specifications and Contract Documents		28		24		4		
4.4	Preliminary Stormwater Report		20					20	
4.5	Quality Assurance/Quality Control - Preliminary		12	4		8			
4.6	Prepare and Submit Preliminary Package		20		4		8	8	
5.0	Final Design and PS&E		92	8	12	8	24	40	
5.1	Final Contract Plans		24				8	16	
5.2	Final Opinion of Probable Costs		8				4	4	
5.3	Final Specifications and Contract Documents		12		8		4		
5.4	Final Stormwater Report		18	2			4	12	
5.5	Quality Assurance/Quality Control - Constr. Ready		14	6		8			
5.6	Bid-Ready PS&E Package		16		4		4	8	
6.0	Bid Phase Support		10		2		4	4	
6.1	Respond to Bidder Questions		6		2		4		
6.2	Revise PS&E documents and prepare addenda		4					4	
7.0	Contract Close-Out		9	1			2	4	2
7.1	CAD		2					2	
7.2	Reports		2					2	
7.3	Closeout		5	1			2		2
TOTAL			300	34	44	16	72	124	10



July 29, 2024

H.W. Lochner, Inc.
225 West Washington St, 12th Floor
Chicago. IL 60606

Subject: Acceptance FYE 2023 ICR – CPA Report

Dear Lynette Mantey:

We have accepted your firm's FYE 2023 Indirect Cost Rate (ICR) based on the "Independent CPA Report" prepared by Troy A Washko as follows:

- Home Office: 170.00% of direct labor (rate includes 0.64% Facilities Capital Cost of Money)
- Field Office: 107.34% of direct labor (rate includes 0.44% Facilities Capital Cost of Money)

This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with the firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at **(360) 704-6397** or via email consultantrates@wsdot.wa.gov.

Regards,


Schatzie Harvey (Jul 29, 2024 11:34 PDT)
SCHATZIE HARVEY, CPA
Contract Services Manager

SH:kb



Actuals Not To Exceed Table (ANTE)

WSDOT Agreement: 24-018-TRN-001

H.W. Lochner, Inc.

915 118th Ave SE, Suite 130

Bellevue, WA 98005

Home Office Rate (FYE 12.31.2023)

Job Classifications	Direct Labor Hourly Billing Rate NTE	Overhead NTE	Fixed Fee NTE	All Inclusive Hourly Billing Rate NTE
		170.00%	30.00%	
ADMINISTRATIVE ASSISTANT 3	\$37.00	\$62.90	\$11.10	\$111.00
ADMINISTRATIVE ASSISTANT 5	\$44.00	\$74.80	\$13.20	\$132.00
BRIDGE ENGINEER 1	\$42.00	\$71.40	\$12.60	\$126.00
BRIDGE ENGINEER 3	\$54.00	\$91.80	\$16.20	\$162.00
BRIDGE ENGINEER 5	\$78.00	\$132.60	\$23.40	\$234.00
BRIDGE ENGINEER 7	\$150.00	\$255.00	\$45.00	\$450.00
BRIDGE TECHNICIAN 2	\$45.00	\$76.50	\$13.50	\$135.00
CIVIL ENGINEER 2	\$60.00	\$102.00	\$18.00	\$180.00
CIVIL ENGINEER 3	\$67.00	\$113.90	\$20.10	\$201.00
CIVIL ENGINEER 4	\$82.00	\$139.40	\$24.60	\$246.00
COMMUNICATIONS CONSULTANT 3	\$25.00	\$42.50	\$7.50	\$75.00
COMMUNICATIONS CONSULTANT 5	\$37.00	\$62.90	\$11.10	\$111.00
CONSTRUCTION PROJECT COORDINATOR 2	\$31.61	\$53.74	\$9.48	\$94.83
CONSTRUCTION PROJECT COORDINATOR 3	\$48.00	\$81.60	\$14.40	\$144.00
CONSTRUCTION PROJECT COORDINATOR 4	\$63.00	\$107.10	\$18.90	\$189.00
DIRECTOR	\$122.00	\$207.40	\$36.60	\$366.00
DRAFTING TECHNICIAN 2	\$36.28	\$61.68	\$10.88	\$108.84
DRAFTING TECHNICIAN 3	\$60.00	\$102.00	\$18.00	\$180.00
ENGINEER	\$45.00	\$76.50	\$13.50	\$135.00
ENGINEERING TECHNICIAN 3	\$30.52	\$51.88	\$9.16	\$91.56
ENGINEERING TECHNICIAN LEAD	\$35.31	\$60.03	\$10.59	\$105.93
ENGINEERING TECHNICIAN SUPERVISOR	\$63.00	\$107.10	\$18.90	\$189.00
FACILITIES ENGINEER 1	\$39.00	\$66.30	\$11.70	\$117.00
FACILITIES ENGINEER 4	\$43.00	\$73.10	\$12.90	\$129.00
LAND SURVEY 2	\$30.85	\$52.45	\$9.26	\$92.55
LAND SURVEY 3	\$37.00	\$62.90	\$11.10	\$111.00
TRANSPORTATION ENGINEER 2	\$57.00	\$96.90	\$17.10	\$171.00
TRANSPORTATION ENGINEER 3	\$74.00	\$125.80	\$22.20	\$222.00
TRANSPORTATION ENGINEER 4	\$76.00	\$129.20	\$22.80	\$228.00
TRANSPORTATION ENGINEER 5	\$84.00	\$142.80	\$25.20	\$252.00
TRANSPORTATION ENGINEER INTERN	\$22.57	\$38.37	\$6.77	\$67.71
TRANSPORTATION PLANNING SPECIALIST 3	\$88.00	\$149.60	\$26.40	\$264.00
TRANSPORTATION PLANNING SPECIALIST 5	\$119.00	\$202.30	\$35.70	\$357.00

Exhibit E

Sub-consultant Cost Computations

If no sub-consultant participation listed at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI “Sub-Contracting” of this AGREEMENT.

See attached Exhibit E

**EXHIBIT E - Subconsultant Cost Computations
Land Development Engineering & Surveying ("LDES")**

**City of Anacortes
Project: "Q" Avenue Pedestrian Crossings**

Classification	Direct Labor Rate	Total Hours	Cost
Senior PLS In Charge	\$ 55.00	5.50	\$ 303.00
Senior CAD Tech	\$ 38.75	10.00	\$ 388.00
Field Crew Party Chief	\$ 43.25	22.00	\$ 952.00
Field Crew Chainman	\$ 43.25	22.00	\$ 952.00
Administration	\$ 33.50	1.50	\$ 50.00
Controller	\$ 55.00	1.50	\$ 83.00
Subtotal Labor:		62.50	\$ 2,728.00
0% Annual Salary Escalation @ 0% of Direct Labor \$ -			
Total Direct Labor:			\$ 2,728.00
Overhead & Fixed Fee Costs:			Cost
Overhead Cost @	171.19% of Direct Labor		\$ 4,670.06
Fixed Fee @	30.00% of Direct Labor		\$ 818.40
Total Direct Labor, Overhead, and Fixed Fee Costs:			\$ 8,216.46
Direct Non-Salary Costs:			Cost
Mileage - 98 Miles RT - 3 Trips - \$0.67/Mile			\$ 184.57
Total Direct Non-Salary Costs:			\$ 184.57
Total Direct Expenses:			\$ 185
TOTAL FEE ESTIMATE (ROUNDED):			\$ 8,402

EXHIBIT E - Hourly Task Breakdown with Classifications Land Development Engineering & Surveying ("LDES") City of Anacortes Project: "Q" Avenue Pedestrian Crossings									
		LABOR CLASSIFICATION							
Work Element Number	Work Element	Senior PLS In Charge	Senior CAD Tech	Field Crew Party Chief	Field Crew Chainman	Administration	Controller	TOTAL HOURS	
2.3	Topographic and Boundary Surveying and Mapping	3.50	10.00	22.00	22.00	0.00	0.00	57.50	
2.3.1	Investigate public and private property ownership records to identify existing rights-of-way, easements, land encumbrances, and franchise agreement records	2.00	2.00					4.00	
2.3.2	Develop existing rights-of-way, easements, and private property lines for basemapping	1.00	2.00					3.00	
2.3.3	Establish or reestablish horizontal control on the Washington State Plane North Zone NAD83 datum and vertical control on the NGVD88 datum			3.00	3.00			6.00	
2.3.4	Contact the state "dial-before-you-dig" contractor number to field-identify utility locations and coordinate with the City so utility locates are completed prior to survey field work	0.50		3.00	3.00			6.50	
2.3.5	Conduct topographic data collection specific to property markers, roadways, soil test sites, aerial and underground utilities, and other natural and man-made features			14.00	14.00			28.00	
2.3.6	Tie-in downstream conveyance routes and infrastructure (two additional shots on conveyances outside topographic survey limits defined above)			2.00	2.00			4.00	
2.3.7	Prepare a detailed 3-D topographic terrain model and boundary survey basemap with one-foot contours for project areas within public rights-of-way and private properties		6.00					6.00	
1.0	Project Administration	2.00	0.00	0.00	0.00	1.50	1.50	5.00	
1.4	Prepare and maintain a project schedule that identifies project milestones and deliverable dates	0.50						0.50	
1.4	Perform internal QA/QC procedures by checking designs for constructability, and plans and calculations for conformance to applicable drawing/design standards	0.50						0.50	
1.1	Control and monitor budget expenditures and project progress	0.50						0.50	
1.1	Respond to and resolve issues developed during design/delivery of the Project	0.50						0.50	
1.2	Process monthly invoicing and project progress reports for submittal to Lochner.					1.50	1.50	3.00	
TOTAL HOURS		5.50	10.00	22.00	22.00	1.50	1.50	62.50	

May 9, 2024

Land Development Engineering & Surveying, Inc.
5160 Industrial Place #108
Ferndale, WA 98248

Subject: Acceptance FYE 2023 ICR – Risk Assessment Review

Dear Louise Salem:

Based on Washington State Department of Transportation's (WSDOT) Risk Assessment review of your Indirect Cost Rate (ICR), we have accepted your proposed FYE 2023 ICR of 171.19%. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at (360) 704-6397 or via email consultanrates@wsdot.wa.gov.

Regards,


[Schatzie Harvey \(May 9, 2024 14:06 PDT\)](#)

SCHATZIE HARVEY, CPA
Contract Services Manager

SH:sms



Actuals Not To Exceed Table (ANTE)

WSDOT Agreement: 24-018-TRN-001

Land Development Engineering and Surveying, Inc. ("LDES") - DBA Larry Steele & Assoc (LSA)

5160 Industrial Place, Suite 108

Ferndale, WA 98248

FYE 2023 Approved ICR Rate

Job Classifications	Direct Labor Hourly Billing Rate NTE	Overhead NTE	Fixed Fee NTE	All Inclusive Hourly Billing Rate NTE
		171.19%	30.00%	
Senior PLS In Charge	\$55.00	\$94.15	\$16.50	\$165.65
Senior CAD Tech	\$38.75	\$66.34	\$11.63	\$116.71
Field Crew Party Chief	\$43.25	\$74.04	\$12.98	\$130.26
Field Crew Chainperson	\$43.25	\$74.04	\$12.98	\$130.26
Senior Survey Tech	\$43.25	\$74.04	\$12.98	\$130.26
Administration	\$33.50	\$57.35	\$10.05	\$100.90
Controller	\$55.00	\$94.15	\$16.50	\$165.65

Exhibit F - Title VI Assurances Appendix A & E

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, *(Federal Highway Administration)*, 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.
[Include Washington State Department of Transportation specific program requirements.]
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. *[Include Washington State Department of Transportation specific program requirements.]*
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 *(Federal Highway Administration)* 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 *(Federal Highway Administration)*, 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 *(Federal Highway Administration)* 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 *(Federal Highway Administration)* 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.

Exhibit F - Title VI Assurances Appendix A & E

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 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).

Exhibit G

Certification Document

- Exhibit G-1(a) Certification of Consultant
- Exhibit G-1(b) Certification of City of Anacortes
- Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions
- Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying
- Exhibit G-4 Certificate of Current Cost or Pricing Data

Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the and duly authorized representative of the firm of
H.W Lochner, Inc.

whose address is

915 118th Avenue SE, Suite 130 Bellevue, WA 98005

and that neither the above firm nor I have

- a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;
- b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or
- c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the City of Anacortes

and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

H.W Lochner, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Exhibit G-1(b) Certification of City of Anacortes

I hereby certify that I am the:

☒ Mayor

☐ Other

of the City of Anacortes, and H.W Lochner, Inc.

or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this AGREEMENT to:

- a) Employ or retain, or agree to employ to retain, any firm or person; o
- b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the City of Anacortes

and the Federal Highway Administration, U.S. Department of Transportation, in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Signature

Date

Exhibit G-2 Certification Regarding Debarment Suspension and Other Responsibility Matters - Primary Covered Transactions

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; an
 - D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.
- II. Where the prospective primary participant is unable to certify to any of the statements in this certification such prospective participant shall attach an explanation to this proposal.

H.W Lochner, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date _____

Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative AGREEMENT, and the extension, continuation, renewal, amendment, or modification of Federal contract, grant, loan or cooperative AGREEMENT.
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative AGREEMENT, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the require certification shall be subject to a civil penalty of not less than \$10,000.00, and not more than \$100,000.00 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier sub-contracts, which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

H.W Lochner, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Exhibit G-4 Certification of Current Cost or Pricing Data

This is to certify that, to the best of my knowledge and belief, the cost or pricing data (as defined in section of the Federal Acquisition Regulation (FAR) and required under FAR subsection 15.403-4) submitted, either actually or by specific identification in writing, to the Contracting Officer or to the Contracting Officer’s representative in support of 24-018-TRN-001 * are accurate, complete, and current as of 10/21/2024 ** .

This certification includes the cost or pricing data supporting any advance AGREEMENT’s and forward pricing rate AGREEMENT’s between the offer or and the Government that are part of the proposal.

Firm: H.W Lochner, Inc.

Signature Title

Date of Execution ***.

*Identify the proposal, quotation, request for pricing adjustment, or other submission involved, giving the appropriate identifying number (e.g. project title.)
**Insert the day, month, and year, when price negotiations were concluded and price AGREEMENT was reached.
***Insert the day, month, and year, of signing, which should be as close as practicable to the date when the price negotiations were concluded and the contract price was agreed to.

Exhibit H

Liability Insurance Increase

To Be Used Only If Insurance Requirements Are Increased

The professional liability limit of the CONSULTANT to the AGENCY identified in Section XII, Legal Relations and Insurance of this Agreement is amended to \$ _____.

The CONSULTANT shall provide Professional Liability insurance with minimum per occurrence limits in the amount of \$ _____.

Such insurance coverage shall be evidenced by one of the following methods:

- Certificate of Insurance
- Self-insurance through an irrevocable Letter of Credit from a qualified financial institution

Self-insurance through documentation of a separate fund established exclusively for the payment of professional liability claims, including claim amounts already reserved against the fund, safeguards established for payment from the fund, a copy of the latest annual financial statements, and disclosure of the investment portfolio for those funds.

Should the minimum Professional Liability insurance limit required by the AGENCY as specified above exceed \$1 million per occurrence or the value of the contract, whichever is greater, then justification shall be submitted to the Federal Highway Administration (FHWA) for approval to increase the minimum insurance limit.

If FHWA approval is obtained, the AGENCY may, at its own cost, reimburse the CONSULTANT for the additional professional liability insurance required.

Notes: Cost of added insurance requirements: \$ _____.

- Include all costs, fee increase, premiums.
 - This cost shall not be billed against an FHWA funded project.
 - For final contracts, include this exhibit
-

Exhibit I

Alleged Consultant Design Error Procedures

The purpose of this exhibit is to establish a procedure to determine if a consultant has alleged design error is of a nature that exceeds the accepted standard of care. In addition, it will establish a uniform method for the resolution and/or cost recovery procedures in those instances where the agency believes it has suffered some material damage due to the alleged error by the consultant.

Step 1 Potential Consultant Design Error(s) is Identified by Agency's Project Manager

At the first indication of potential consultant design error(s), the first step in the process is for the Agency's project manager to notify the Director of Public Works or Agency Engineer regarding the potential design error(s). For federally funded projects, the Region Local Programs Engineer should be informed and involved in these procedures. (Note: The Director of Public Works or Agency Engineer may appoint an agency staff person other than the project manager, who has not been as directly involved in the project, to be responsible for the remaining steps in these procedures.)

Step 2 Project Manager Documents the Alleged Consultant Design Error(s)

After discussion of the alleged design error(s) and the magnitude of the alleged error(s), and with the Director of Public Works or Agency Engineer's concurrence, the project manager obtains more detailed documentation than is normally required on the project. Examples include all decisions and descriptions of work, photographs, records of labor, materials, and equipment.

Step 3 Contact the Consultant Regarding the Alleged Design Error(s)

If it is determined that there is a need to proceed further, the next step in the process is for the project manager to contact the consultant regarding the alleged design error(s) and the magnitude of the alleged error(s). The project manager and other appropriate agency staff should represent the agency and the consultant should be represented by their project manager and any personnel (including sub-consultants) deemed appropriate for the alleged design error(s) issue.

Step 4 Attempt to Resolve Alleged Design Error with Consultant

After the meeting(s) with the consultant have been completed regarding the consultant's alleged design error(s), there are three possible scenarios:

- It is determined via mutual agreement that there is not a consultant design error(s). If this is the case, then the process will not proceed beyond this point.
- It is determined via mutual agreement that a consultant design error(s) occurred. If this is the case, then the Director of Public Works or Agency Engineer, or their representatives, negotiate a settlement with the consultant. The settlement would be paid to the agency or the amount would be reduced from the consultant's agreement with the agency for the services on the project in which the design error took place. The agency is to provide LP, through the Region Local Programs Engineer, a summary of the settlement for review and to make adjustments, if any, as to how the settlement affects federal reimbursements. No further action is required.
- There is not a mutual agreement regarding the alleged consultant design error(s). The consultant may request that the alleged design error(s) issue be forwarded to the Director of Public Works or Agency Engineer for review. If the Director of Public Works or Agency Engineer, after review with their legal counsel, is not able to reach mutual agreement with the consultant, proceed to Step 5.

Step 5 Forward Documents to Local Programs

For federally funded projects, all available information, including costs, should be forwarded through the Region Local Programs Engineer to LP for their review and consultation with the FHWA. LP will meet with representatives of the agency and the consultant to review the alleged design error(s), and attempt to find a resolution to the issue. If necessary, LP will request assistance from the Attorney General's Office for legal interpretation. LP will also identify how the alleged error(s) affects eligibility of project costs for federal reimbursement.

- If mutual agreement is reached, the agency and consultant adjust the scope of work and costs to reflect the agreed upon resolution. LP, in consultation with FHWA, will identify the amount of federal participation in the agreed upon resolution of the issue.
- If mutual agreement is not reached, the agency and consultant may seek settlement by arbitration or by litigation.

Exhibit J

Consultant Claim Procedures

The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than \$1,000. If the consultant's claim(s) total a \$1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total \$1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

Step 1 Consultant Files a Claim with the Agency Project Manager

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will meet with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action is needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associate with the additional work;
- Explanation regarding those areas in which the Agency does/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

Step 5 Informing Consultant of Decision Regarding the Claim

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit



City Council Agenda Bill

Meeting Date: November 18, 2024 **Agenda Item:** 6.a.

Agenda Item Title: Public Hearing on the 2025 Operating 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: Continued discussion of the 2025 operating budget of \$113,987,158.

Budget Impact:

The city needs a budget to continue operations in 2025.

Previous Action: The Council had a public hearing on 2025 Budgeted Revenue Sources on [October 7, 2024](#), and a public hearing on the 2024-2029 Capital Facilities Plan amendment on [October 14, 2024](#). The mayor delivered his [Budget Message](#) at the [October 21, 2024](#), regular meeting. The Council discussed the 2025 Operating Budget at the [October 28, 2024](#), and [November 4, 2024](#), regular meetings.

Recommended Motion:

Alternative Actions: NA

Attachments (listed in order presented):

1. 2025 Draft Budget Book
2. 2024 - 2029 Amended CFP

CITY OF ANACORTES, WASHINGTON



2025 Annual Budget

Adopted November 25, 2024

CITY OF ANACORTES

2025 ANNUAL BUDGET

TABLE OF CONTENTS

Introduction	Page
Mayor's message	3
Elected Officials	15
City Mission, Vision, and 7 Broad Budget Goals	16
City Organization Chart	17
Budget Overview	
Adopting Ordinance	18
Property Tax Resolution	20
Finance Director's Message	22
Budget Policies	
Users guide to the budget	27
Budget Policies and Procedures	28
Revenue Sources	36
Adopted Budget	
Summary Budget	47
Expenditures by fund	
Revenues by fund	
Line-Item Detail	49
Long Term Debt	77
Fund Balance Policy	79
Staffing Components	
Org charts	88
FTE allocation	107
Salary Information	108



2025 Budget Message

Introduction

Honorable City Council and Members of our Community:

In accordance with RCW 35A.33.050, I am pleased to present the City's 2025 proposed annual budget. This \$114 million budget reflects diligent preparation of department and program managers' estimates of revenue and expenditure reflecting community priorities and values in serving our 18,270 residents.

This budget includes:

- Operating Expenses: \$78 million allocated for essential services such as police, fire, parks, and the library.
- Capital Expenses: \$36 million designated for infrastructure improvements, including streets, buildings, and utilities; both in our utilities enterprise funds and general fund.

This budget builds on our commitment to sound financial planning, focusing on optimizing resources and maximizing efficiencies. A prime example is the Anacortes ACCESS Fiber Project, in which the City has invested \$22 million to provide our community with affordable, reliable, and high-speed internet service for both businesses and residents. Funding for this project comes from a combination of grants and general fund cash flow, with plans to cover the remaining costs through a \$12 million general obligation bond. This initiative reflects our dedication to enhancing connectivity and supporting economic growth in our community.

We will continue to face budget pressures, particularly from our largest expense—personnel costs. Additionally, we have \$3.5 million in interfund loans related to the purchase of the Anacortes Fire Department's ladder truck and Fire Station 3. While we anticipate FEMA alternative funding reimbursement for our November 2021 declared disaster (4635-WA) to cover these expenses, we will need to service the interfund loans throughout 2025 until that reimbursement is received.

Highlights to our operating budget for 2025 include:

- \$6.5M in resources to address South Commercial improvements, including replacing asphalt, the creation of bike lanes, safety improvements, and eliminating barriers to mobility across the corridor
- \$1.9M in increased wages and benefits
- \$530k to address breakwater repairs and the removal of creosote pilings in DNR leased waters
- \$500k in professional services to meet legislated planning requirements related to the 2025 Comprehensive Plan
- \$135k in increased costs to address state-mandated standards for delivery of public defense services

This budget, as presented, maintains a healthy 17% General Fund reserve, even amidst three years of flat or declining sales tax revenues. I want to express my gratitude to our staff for submitting reasonable budget requests and for their understanding of our fiscal realities. I also commend City Council for its strong commitment to retaining staff and completing the paving of Commercial Avenue.

Public Safety

Anacortes Police Department

The Anacortes Police Department (APD) is proud of its crime reduction, proactive policing, and high case clearance rates. The department is focused on recruiting and retaining top candidates for open officer positions. Recent hiring efforts have boosted staffing, enhancing proactive patrols and law enforcement presence in city parks and forests. In 2025, the new regional training campus in Arlington will enable newly hired officers to complete their training locally.

Drug crimes are connected to nearly all other crime classifications, and patrol officers in Anacortes are actively addressing enforcement, leading to a 10% reduction in the overall crime rate following changes in WA State drug laws. This increased enforcement has also resulted in more vehicles being towed pending search warrants and a rise in jail care and custody expenses due to more suspects being booked.

Our mission is to maintain and improve the quality-of-life, reflecting community expectations through a focus on public participation and employees-mayor-council teamwork, a team dedicated to serving our citizens in a professional, efficient, and courteous manner

City of Anacortes | 904 6th Street | P.O. Box 547 | Anacortes, WA 98221 | 360-299-1950 | mattm@anacorteswa.gov | www.anacorteswa.gov

The City remits three-tenths of one percent of sales tax from a Public Safety sales tax initiative approved by voters in 2013, which funds the Skagit County Community Justice Center. This appears as both revenue and expenditure in the City's budget, but it is a pass-through account to Skagit County. The City has a jail inmate work release program through the Anacortes Municipal Court, which allows booking fees to be waived for the City, reducing City jail costs.

This budget also defers the purchase of two police patrol vehicles, saving \$130k in 2025 general fund expenditures, and aligns with anticipated recruitment schedules.

T-Bone, the APD's narcotics detection dog, has supported drug enforcement efforts since 2016. Veterinary experts recommend a retirement plan for T-Bone in early 2025. Based on his incredible success for APD and many other law enforcement agencies in the region, a succession plan for T-Bone is underway. We anticipate a new K-9 will join APD in mid-2025 as a dual-purpose asset with drug and tracking capabilities.

The APD's partnership with the Anacortes Family Center and the Fire Department's Community Paramedic program has successfully transitioned many individuals from homelessness to stable housing. Residents and visitors recognize the City of Anacortes for effectively addressing these issues, and funding for these efforts will continue in 2025.

Anacortes Fire Department and EMS

In 2025 the Anacortes Fire Department (AFD) will focus on refining our updated response model. We now have two fully staffed units at Station 1 following the hiring of eight (8) firefighters and the deployment of a new ladder truck. The proposed 2025 operating budget allows us to continue to offer the high level of service our community expects.

The proposed 2025 capital budget supports station upgrades to enhance department capacity and response times, funded by the County EMS Levy and Fire Impact Fees.

- **Fire Station Upgrades:** Station #1 needs additional kitchen and shower space for the second staffed unit. Fiber-based alerting technology will replace radio systems at all three stations for improved reliability and faster 911 call notifications.
- **Medic Unit Replacement:** The reserve medic unit is frequently in use and beyond its service life, requiring replacement.
- **Command Unit Addition:** Increased call volumes and the addition of a fourth unit necessitate a command vehicle for on-duty shift supervisors, enhancing supervision and response flexibility.

City Administration

City Attorney

The City Attorney's Office provides in-house counsel to City leaders and staff, ensuring the City meets the highest legal standards. The City Attorney's Office also oversees all City procurement, contracts and grants; public records management and responses; claims management; and prosecution services.

The 2025 budget includes funding for an assistant city attorney position, to be filled when the caseload requires full-time in-house support. Until then, the Contract City Prosecutor will continue serving the City and Anacortes Police Department. The budget also provides additional funding to centralize grants management, with the Contract Specialist position reclassified to Contracts and Grants Manager for centralized oversight and a single point of contact for staff and Council.

Human Resources and Labor Relations

The Human Resources (HR) Department is essential to the City's operations, focusing on attracting, developing, and retaining a skilled and dedicated workforce. The HR Department completed a successful rollout of the NeoGov recruitment platform in early Q4 2024. NeoGov allows us to attract and manage candidates more efficiently and enhances our recruitment processes. As we navigate a challenging recruitment landscape, particularly for public safety positions, NeoGov will be instrumental in our efforts to fill critical vacancies.

As we plan for 2025, the City is committed to evaluating all expenditures related to increased wages and benefits. This diligent assessment balances our need to recruit and retain skilled workers by providing fair and attractive compensation, as well as our need to remain fiscally responsible. The City will only be requesting one additional FTE, a Public Defender. This position is necessary in order to meet state-mandated caseload standards.

We anticipate negotiations with the Anacortes Police Services Guilds will conclude in late Q4 2024. In 2025, the HR Department will negotiate successor contracts with both the International Association of Fire Fighters Local 1537 and the Teamsters Local 231 unions.

Municipal Court and Public Defense

The Municipal Court is responsible for processing infractions and citations in violation of city ordinances and state statutes issued by the APD. This includes processing infractions such as knowingly possessing counterfeit and controlled substances.

The City employs a court administrator, two court clerks and contracts with Skagit County District Court for Judicial Services. The Municipal Court has a duty to set cases for arraignments, hearings, probation revocations, and trial. In 2024, the City entered into an interlocal agreement with the Skagit County Office of Assigned Council to complete defendant screenings to ensure appropriate assignment to a public defender.

The City currently employs a full-time public defender and legal assistant to meet state standards. The proposed budget includes hiring an additional public defender in July 2025, when caseload limitations take effect, along with funding for contract attorneys to handle overflow and conflict cases.

The Washington State Office of Public Defense (OPD) awarded the City a total of \$75k in grant funds to offset the increase in indigent defense expenses.

This budget supports the City's commitment to providing effective legal counsel to indigent residents, as required by the 6th and 14th Amendments. I remain concerned that caseload reductions could force funding cuts to diversion programs like community court, leading to fewer resources to prevent people from entering the justice system and ultimately hindering law enforcement.

Information Technology Services

The Information Systems and Technology division supports computing and networking requirements playing a vital role in keeping the City's business moving forward. The work of this division is crucial to every department's success and essential to ensure stability and security of city networks.

The division is funded through departmental interfund charges. Each department's funding allocation is based on the number of "nodes" utilized. Interfund charges support the department's operating costs and equipment replacements costs.

In 2025 a significant amount of time will be spent implementing a new enterprise resource program software system to automate and manage core business processes. Focus remains on enhancing the City's security and protecting critical data. In 2025 we will add two additional layers of network security. The budget also includes funding for security audit to evaluate our cybersecurity posture and identify security gaps and vulnerabilities.

Access Anacortes Fiber Internet

Since beginning construction in 2019, the City's fiberoptic project now passes 75% of the City's businesses and residences, has over 2,550 business and residential customers in service with another 1,360 orders in queue, and is generating over \$2M annually. Fiber internet construction continues in 2025 with the remaining core areas under construction.

To date, the primary funding source for the City's entire fiber optic project has been the City's general fund, a \$2.25M grant from the US Department of Commerce Economic Development Administration, two \$.5M grants from Skagit County, and a \$6.9M interfund loan. This allowed the City to continue to construct the network, add customers, pay interest internally to the funds we borrow from. In December 2024 the City Council will be asked to approve a \$12M Limited Tax General Obligation Bond. The bond proceeds will be utilized to repay the general fund and the interfund loans, and to meet the remaining construction costs of the project. While a number of other government-led fiber projects have not been successful, in Anacortes over \$22 million of fiber network has been constructed and the City will only be obligated for \$12M with the very real prospect of generating revenue in excesses of debt service.

A citywide mass notification system implementation is underway and will be operational in 2025. Community members will be able to opt into emergency notifications, as well as fiber outages and receive information via email, text, or voicemail in over 60 different languages

Planning, Community and Economic Development

The Planning, Community and Economic Development (PCED) department is tasked with supporting the community's vision for our future as outlined in the Anacortes Comprehensive Plan. The values defining our work include sustainability, preservation, economic vitality, and providing a supported and connected community.

PCED is updating the Comprehensive Plan under the Growth Management Act, continuing through. This update will include revised 20-year projections for population and job growth through 2045, anticipating 4,988 new residents and 3,145 new jobs in Anacortes. The Comprehensive Plan and zoning map will be updated to address this growth and its impacts.

The City will also update its Critical Areas Ordinance (CAO) as part of the 2025 Periodic Update, supported by a \$125k grant from the Department of Commerce. This funding will cover required updates, studies, and staff time.

State law mandates that jurisdictions incorporate climate change planning into their comprehensive plans. The City is developing a new Climate Change and Resiliency Element with input from a newly formed Climate Team of stakeholders.

The City received a \$500k planning grant from the Department of Commerce to offset costs for amending comprehensive plan policies and development regulations. This grant will fund required updates, studies, and staff time for the project.

Alongside the 2025 Periodic Update, PCED is focused on the City's affordable housing goals. We are holding public meetings to gather community feedback on implementing recommendations from the 2023 Housing Action Plan (HAP). This plan will guide major updates to the Housing Element of the Comprehensive Plan.

Housing remains a pressing concern, and the City is exploring options to encourage more housing construction. One possibility is partnering with private developers to build high-density affordable housing on city-owned land at Sharpe's Corner. A feasibility study and subarea plan are currently underway to assess what can be accommodated on that site.

To support the goal of providing a supported and connected community, PCED budget continues to include \$60k for Community Action to provide social services at a satellite office in Anacortes.

To promote economic vitality, the City and Port of Anacortes are developing an interlocal agreement for an event facility near Cap Sante Marina. This facility will host activities that attract visitors, boosting the local economy and the City's Lodging Tax fund. Funding will come from the Lodging Tax fund (Tourism Promotion fund), not the general fund. While this will reduce annual allocations for other organizations, the long-term benefits of the events center are expected to generate more LTAC revenue in the future.

The Economic Development Committee is collaborating with a consultant to develop an Economic Development Strategic Plan aimed at strengthening local businesses and enhancing community quality of life. This plan will inform updates to the Economic Development Element of the Comprehensive Plan. A request for \$30k is included in the 2025 budget for a follow-up study. Additionally, PCED, in partnership with Public Works, will seek grants for electric vehicle (EV) charging stations at the Depot Arts Center and movie theater parking lot.

As part of our support for the maritime industry, the failing breakwater at Fidalgo Bay Marina will be repaired, with \$280k allocated in the Capital Facilities Plan (CFP). The City will also remove thirty-three creosote pilings along three piers within the DNR lease area, a \$250k project needed for compliance and environmental stewardship. Grant funding may be available for these projects, but none has been secured yet.

PCED staff continues work with property owners along Guemes Channel to acquire easements for a planned trail. Stabbert Maritime (formerly Lovric's Marina) has agreed to dedicate a trail easement as part of their redevelopment, which will significantly aid the trail expansion.

In late 2023, PCED launched SmartGov, an online permitting portal. While the rollout has faced challenges, a \$197k grant will help improve the platform, streamline workflows, and digitize documents. Collaborating with the developer community, we aim for a more efficient and transparent permit process in 2025.

Public Works

Public Works manages essential services, including streets, water supply, sewage treatment, city facilities, fleet services, stormwater management, solid waste, and recycling, providing 24/7 access to many of these services. In 2024, the Water Department expanded its service area to South Fidalgo Island.

I'm pleased to report that our streets' Pavement Condition Index continues to improve due to our ongoing investment in pavement management. In 2025, we will focus grant and Transportation Benefit District (TBD) resources on Commercial Avenue (State Route 20) from 11th to 34th, which includes replacing asphalt, adding bike lanes, updating the signal at 12th Street, implementing safety improvements, and removing mobility barriers. Achieving this ambitious goal depends on securing grant funding.

In 2025, we will finalize master plans for streets and city utilities, enhancing our ability to predict investment needs and manage existing infrastructure. This will improve community and Council's visibility of system conditions and assists in planning for future needs.

The Wastewater Treatment Plant outfall replacement and pump station will be completed in 2025, enhancing sewer capacity and improving wastewater treatment before it enters Guemes Channel. We continue to evaluate the potential financial impact of the Nutrient Permit Reduction as we assess the new permit requirements.

The Public Works budget includes funding for:

- Stormwater drainage mitigation on Fidalgo Bay Road and the outfall near Seafarer's Park
- Prioritizing facility needs and completing the facilities condition assessment
- Investment in water utility pipe replacements for regional customers

A wholesale rate study is underway to support the rate structure for 2025-2027 for our wholesale water customers.

Quality of Life

Parks and Recreation

The Parks and Recreation Department manages our parks, community forest lands, recreation programs, Senior Activity Center, and Grand View Cemetery. We are proudly a “city within a park” with nearly 40% percent of our city limits being parks and forest lands.

The 2025 budget continues existing maintenance funding and emphasizes the importance of our park spaces for city residents. Planned construction includes a new restroom and parking lot at the Ben Root Skate Park, building a new plaza adjacent to the WT Preston, permitting and conceptual design at Heart Lake and Ship Harbor and completion of the Thompson Trail Trestle feasibility study.

In 2024, our recreation staff provided over 85 opportunities for community recreation; in 2025 we expect to exceed that amount as we are back to full staffing. Enrichment for all ages is a fundamental part of the Parks and Recreation responsibilities.

Anacortes Senior Activity Center

Nearly 160 participants visit the Anacortes Senior Activity Center daily for innovative classes, events, socialization, resources, and congregate meals. This is a 14% increase from 2023, and we anticipate increased participation in the coming year. To support additional center utilization, a remodel to make better use of our floorspace, create a more welcoming environment for participants, and create additional space for programming.

In 2025, Berk Consulting will assist with a community needs assessment to inform our program and capital improvement plans for the next 10 years.

Museum

Museum staff operates three public facilities in our historic downtown: the Anacortes Museum and its research library, the Maritime Heritage Center, and the National Historic Landmark W.T. Preston. Visitation numbers have increased nearly 7% during the first three quarters of 2024 and we expect continued growth in visitations and programming in 2025, when a new exhibit on the history of music on Fidalgo and Guemes will open.

Museum outreach extends to stewardship of the Bill Mitchell murals, creation of interpretive signage at significant locations, and digital platforms linked from the Museum

Our mission is to maintain and improve the quality-of-life, reflecting community expectations through a focus on public participation and employees-mayor-council teamwork, a team dedicated to serving our citizens in a professional, efficient, and courteous manner

City of Anacortes | 904 6th Street | P.O. Box 547 | Anacortes, WA 98221 | 360-299-1950 | mattm@anacorteswa.gov | www.anacorteswa.gov

website to more than 90,000 archived photographs, historic films, oral history recordings and online access to 110 years of local newspapers.

The Anacortes Museum offers dedicated service to residents and visitors while collaborating with community organizations to honor our history. As donations to the museum collection increase, additional storage and curatorial space is needed. The budget includes \$75k from the Museum Foundation, \$50k from reserves, and \$75k to be raised through fundraising for this facility. Additionally, the museum partners with the Anacortes Museum Foundation to enhance exhibits, events, publications, and programs through fundraising efforts.

Library

The Anacortes Public Library appreciates that our residents are enthusiastic readers with high expectations for library services in both physical and digital formats. The library benefits from strong support from the Library Foundation and Friends of the Library, which enhance the budget. The Friends Shop helps extend resources, ensuring a diverse collection. To address rising costs of electronic resources, a slight budget increase will support popular services like Libby, while the Library Foundation covers most expenses for Hoopla, Value Line, Mango, and various online databases.

The library collaborates with local partners, including the Anacortes Family Center and Anacortes School District, to better meet community needs. The City appreciates the financial support from our citizens and are committed to promoting reading for all ages, lifelong learning, inclusive programming, and serving as a welcoming community hub.

Conclusion

This balanced budget, as presented, reflects my responsibility to continuously evaluate the City's revenue and expenditures, maintaining a strong financial position within the parameters of our fiscal policies and state law, all while providing quality, professional and efficient municipal services.

I look forward to our continued discussion and collaboration on the budget with both the City Council and the public before adoption in December. We have three City Council work sessions planned and feedback from our constituents will be considered through the close of the public hearing in November.

Looking ahead, we remain committed to delivering high-quality services and a balanced budget to our community. We will continue to focus on retaining high quality staff, enhancing public safety, improving infrastructure, ensuring fiscal accountability, and enhancing the quality of life and pursuit of happiness for all.

Best regards,



Matt Miller
Mayor

ELECTED OFFICIALS



Mayor Matt Miller

The City of Anacortes is a code city Mayor / Council form of government operating under RCW 35A.12. City Council has legislative authority of the City and determines policy matters. The Mayor has executive authority and executes city policy. City Council is comprised of one member from each of the three wards within the city, and four at large positions. The Mayor and City Council Members are elected to four-year terms. The Council terms are structured such that Ward positions run concurrently; and At Large positions run concurrently. The Mayor's term is the same as At Large terms. The At Large position terms end 12/31/2025, and Ward position terms end 12/31/2027.

City Council members



Ward 1
Ryan Walters



Ward 2
Christine
Cleland-McGrath



Ward 3
TJ Fantini



At Large
Amanda Hubik



At Large
Bruce McDougall



At Large
Carolyn Moulton



At Large
Anthony Young

MISSION STATEMENT

Anacortes seeks to maintain and improve the quality of life reflecting community expectations through a focus on public participation and employees-mayor-council teamwork.

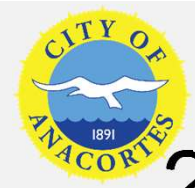
VISION STATEMENT

Anacortes is a unique, creative, vibrant and caring maritime community that supports cultural and economic diversity and vitality, balances sustainable growth with respect for our history, and protects our natural environment and public lands for future generations.

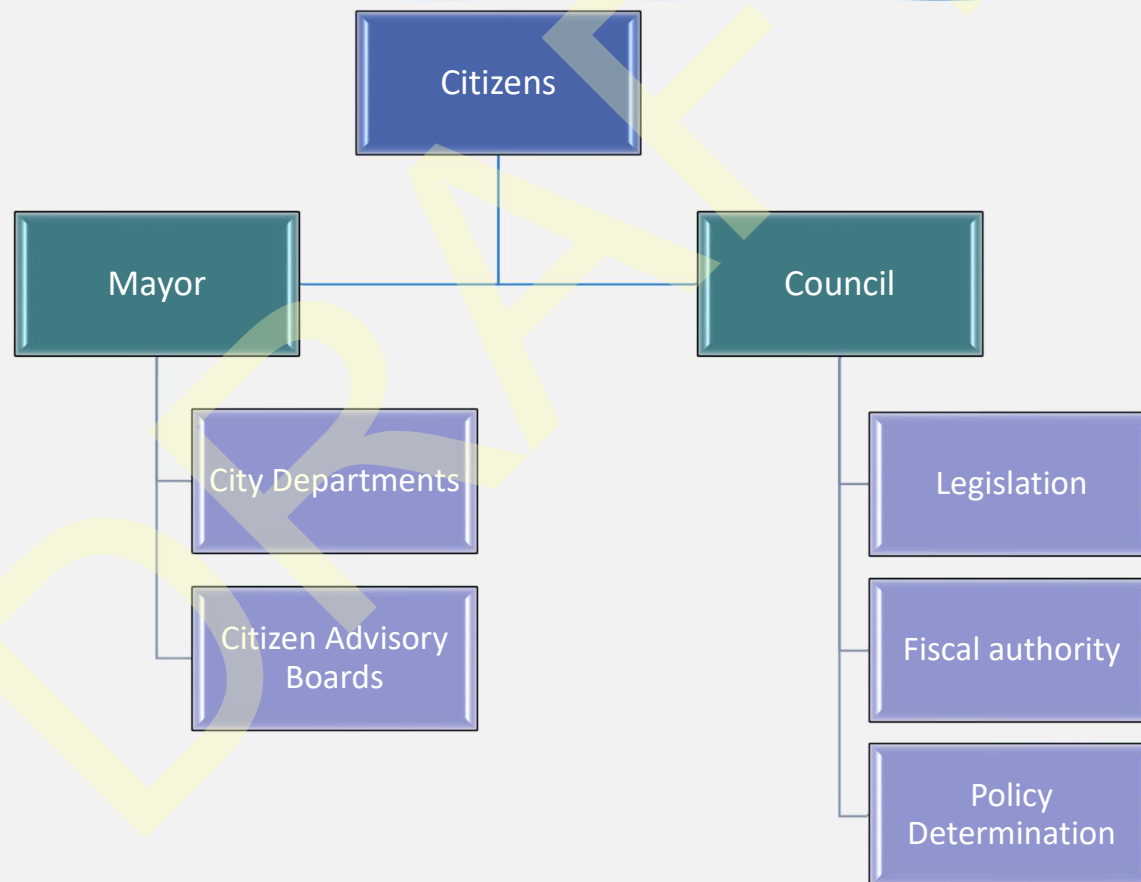
BUDGET GOALS

Mayor and Council have adopted seven broad goals that determine how the City's resources are allocated through the biennial budget process.

- Goal 1: Provide Community enrichment through quality of life services including library, recreation, museum, and cemetery services.
- Goal 2: Provide Public Safety through robust Police, Fire, EMS, and Court Services.
- Goal 3: Enable Community and Economic Development by preparing for growth and providing requirements for commerce opportunities.
- Goal 4: Provide Essential Services in the form of robust utility and transportation infrastructure.
- Goal 5: Ensure Natural Resource Sustainability by being good stewards of land, water rights, parks and forestlands.
- Goal 6: Provide Social Services in the form of health and indigent defense services of vulnerable citizens.
- Goal 7: Provide a responsible and representative government that operates transparently with public process, maintaining financial sustainability.



2025 Organizational Charts



ORDINANCE NO. 4090

AN ORDINANCE ADOPTING THE BUDGET FOR ALL MUNICIPAL PURPOSES
AND USES FOR THE YEAR 2025

Section 1. The 2025 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		2025 Revenues/ Expenditures
001	GENERAL FUND	35,587,242
101	PARKS & RECREATION FUND	2,685,771
102	GRANDVIEW CEMETERY FUND	297,122
103	PUBLIC LIBRARY FUND	1,918,702
104	STREET MAINTENANCE FUND	2,360,825
105	ARTERIAL STREET CONSTRUCTION	10,902,631
107	WASHINGTON PARK FUND	295,582
108	PARKS CAPITAL IMPROVEMENT	1,845,000
109	AFFORDABLE HOUSING	732,014
112	DEVELOPMENT IMPACT FEE	315,000
113	ACFL MANAGEMENT FUND	118,861
135	TOURISM FUND	609,234
335	REET	3,407,000
401	WATER FUND	22,684,210
440	SEWER FUND	17,284,048
445	STORM DRAINAGE FUND	3,185,768
450	SANITATION FUND	7,269,529
501	EQUIPMENT RENTAL FUND	2,458,018
611	FIREMEN'S PENSION FUND	30,600
	Total	113,987,157

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 2nd day of December 2024

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

ORDINANCE NO. 4089

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANACORTES,
SETTING THE CITY'S YEAR 2025 PROPERTY TAX REGULAR LEVY INCREASE

WHEREAS, the City Council of the City of Anacortes attest that the population of the City of Anacortes is more than ten thousand; and

WHEREAS, pursuant to RCW 35A.33.135, the City Council is required to determine and fix by ordinance the amount to be raised by ad valorem taxes; and

WHEREAS, pursuant to RCW 84.55.120 the City Council held a public hearing October 7, 2024, on the City's revenue sources for the 2025 current expense budget, which included consideration of a 1% property tax increase, and

WHEREAS, the after hearing and after duly considering all relevant evidence and testimony presented, the City Council has determined that the City of Anacortes requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction and improvements to property and any increase in value of state-assessed property, in order to discharge the expected expenses and obligations of the City, and

WHEREAS, RCW 84.55.120 requires that the increase in the property tax levy over the prior year be stated both as to dollars and percentage.

NOW THEREFORE, the City of Anacortes does ordain:

Section 1: the City Council of the City of Anacortes does hereby fix and establish a regular property tax levy increase for 2025 in the amount of \$84,055, which is a percentage increase of one percent (1%) from the previous year.

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

ADOPTED, at the regular meeting of the City Council of the City of Anacortes, this 18th day of November 2024, by a majority of the members.

City of Anacortes, Washington

BY:

Matt Miller, Mayor

ATTEST:

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM:

Darcy Swetnam, WSBA #40530
City Attorney

DRAFT

FINANCIAL MESSAGE

Dear Reader:

The annual budget of the City of Anacortes for 2025 is hereby submitted.

BUDGET SUMMARY

The proposed budget for all funds totals \$113,929,115 for 2025. The budgets break down between operating and capital funding in the following manner:

	2025	% of Total
Operating	78,284,667	68%
Capital	35,702,490	31%
Debt Service	1,046,665	1%
Total Budget	113,987,158	100%

The operating City’s budget in 2025 is very consistent compared to 2024, up roughly \$4 million in total across all 20 funds; from \$109.9 million in 2024 to \$113.9 million in 2025.

The majority of that increase is evident in the Arterial Road Construction fund, with a 2025 budget of \$10.9 million compared to \$7.3 million in 2024. This is to conduct a major overlay and reconstruction of parts of Commercial Avenue, planned on from 13th st to 33rd street. This project is dependent on grants from the State as well as City resources, and will be the first major overlay of Commercial Avenue in over 2 decades.

Other salient differences in the budget are noted in the Street Maintenance fund, with a decrease of \$1.3 million from 2024, which is a direct result of the increase in Road Construction mentioned above, as resources typically used for street overlays will be used on the \$6.5 million Commercial Ave project.

Users of the budget will notice an increase in fund 335 REET use, as mentioned above, local REET resources will be used for the Commercial Ave project. It will be noted later in this letter that the use of REET is one of the contributors to the double budget affect of the city budget.

It is also noted in the utility funds, capital projects in water have increased by \$3.3 million over 2024, while capital spending in the sewer fund has decreased by \$3.2 million. The Storm utility has also seen an increase of \$766K over 2024 due to additional capital spending. Additional information on 2025 capital spending can be seen in the City 2024 amendment to the 2024-2029 Capital Facilities Plan (CFP).

CAPITAL BUDGET

As a result of the State’s Growth Management Act, the City complies with state law by formal adoption of a six-year Capital Facilities Plan (CFP) at least every other year. The Plan identifies the demands placed upon the City associated with growth and presents estimated budget impacts in the form of street improvements, upgraded water, sewer, and storm drain services, additional park and recreation facilities, and increased fire and police protection. The CFP presents only those major public improvements that are viewed as most urgently needed within the next six years. However, these public improvements still require public hearings, environmental review, and budget decisions.

The 2024-2029 CFP identified projects (utility and governmental) at an estimated total cost over the six-year planning horizon of \$275,602,389. Most of the funding would be financed through the present income streams of property, sales, utility, and excise taxes, as well as user fees and impact fees. Any

additional amounts of funding could come from grants, private developer's contributions, revenue bonds, and Public Works Trust Fund Loans.

The City's CFP can be viewed at <https://www.anacorteswa.gov/175/Capital-Facilities-Plan-CFP>

Capital projects listed in this annual budget are also found in the CFP, particularly the projects found in the Governmental funds that rely on Real Estate Excise Tax (REET) and Impact Fee funding as the revenue sources.

The following departments all have REET as revenue sources to support capital projects:
Parks & Recreation: \$240,000
Facilities: \$565,000
Transportation: \$2,512,000

Additional information on the use of REET for these departments can be found in the City's CFP.

Additionally the Fiber has another \$1.7 million in capital budgeted for 2025; the Fire department has \$780,000; Parks & Rec has another 1.5 million in addition to the REET projects referenced above; Facilities has another \$265,000 in capital; and Transportation another \$8,236,000. These projects are funded with combination of grants, donations, and cash reserves.

In the Utility funds, the Water Fund has \$8,471,000 in capital budgeted in 2024, the largest project is replacement of a section of the 10" waterline that runs between Sharpes Corner and the Deception Pass bridge at \$2.7 million.

The Sanitary Sewer fund has \$8,7 million in capital budgeted in 2025, the largest of which is \$4.5 million for a new Combined Sewer Overflow (CSO) pump station.

The Storm Sewer fund has \$731,000 budgeted for storm system upgrades and detention pond maintenance. The two largest projects are \$250,000 each, consisting of Fidalgo Bay Road Flood Mitigation, and Hard pipe and outfall installation at the MJB development site.

The Equipment Rental and Reserve fund has \$550,000 budgeted in 2025 to purchase equipment to replace the fleet equipment that has reached the end of its useful life and will be surplussed.

GOVERNMENTAL ACCOUNTING

Governmental accounting/budgeting differs from that practiced by private business in that it utilizes the FUND concept. Each fund of the City is a separate accounting entity. In certain cases, money is appropriated (budgeted) and paid from one fund for services performed and appropriated by another fund. For example, the utility funds receive payment for water, sewer, and garbage services that are provided to other funds within the city, such as the Library and Parks funds.

OPERATING TRANSFERS are used to re-allocate revenue between funds. Operating transfers are typically used to distribute interfund payments, real estate tax, and impact fee revenues to the appropriate expenditure accounts. This allocation results in a 'double budgeting' effect that inflates the total city budget:

OPERATING TRANSFERS TO	
General Fund	970,000
Street Construction	2,512,000
Parks Construction	240,000
	3,722,000

OPERATING TRANSFERS FROM

Growth Management Fund	3,407,000
Impact Fee Fund	<u>215,000</u>
	3,722,000

The EQUIPMENT RENTAL FUND, also known as the ER&R Fund, provides equipment rental services to maintain the city's fleet equipment. The ER&R fund increases government efficiency by giving the city a way to allow expensive equipment and supplies to be 'rented' to other departments. The fund operates by setting rates to cover all costs associated with the operation of the fund including:

1. Expenses for maintenance and operation (employee wages, building rental, equipment, equipment repair, supplies, etc.).
2. Depreciation of equipment
3. Surcharge for equipment replacement
4. Corrections for prior year charges

The ADMINISTRATIVE departments in the General Fund (executive, legal, human resources, finance) spend varying portions of their departmental resources to help administer the proprietary funds. There are efficiencies in the Utility funds not hiring their own staff to perform those administrative duties, however the water, sewer, storm, sanitation, and equipment rental funds are still required to reimburse the General Fund for those services. In the case of the City of Anacortes, the Mayor's expenses are also included in those administrative expenses that are repaid by the utilities, as there is not a city manager, and the Mayor is effectively the executive manager of those departments.

DATA PROCESSING charges are accounted for within the city's General Fund to recover the expenses of the Information Technology (IT) Department. The IT Department supports the city by providing technical support to maintain and upgrade the city's data processing network. IT expenses include wages and benefits, software maintenance, individual and network hardware upgrades and other tools and equipment, network software upgrades and equipment reserve. The charges are distributed to each department based on the number of devices connected to the network. Project-specific expenses are charged directly to the benefiting department.

SPECIAL SALES TAX revenues have been approved for two initiatives by City voters in the past, which are receipted into the City, and passed through to other agencies for their use, as authorized by interlocal agreements approved by City Council. Those monies are recorded as revenues when received, and then recorded as expenditures when passed on to those agencies, but are not actually expended by the City. There are two such sales tax revenues: 3/10ths of one percent for Public Safety that goes to the County for the County Jail; and the 1/10th for Affordable Housing options that is split between the Anacortes Housing Authority, and the Anacortes Family Center, that both have affordable housing options that are supported by these monies.

The above-described processes create a 'double budget' effect from the expenses charged to, and revenues collected from, other City departments. The double budget effect inflates the overall city budget by the following amounts:

DOUBLE BUDGET EFFECT	
Administrative Overhead	1,757,816
Public Safety Tax	1,095,826
Data Processing	1,652,956
Affordable Housing	732,014
Equipment Rental	2,601,027
Operating Transfers	<u>3,722,000</u>
	11,561,639

ECONOMIC CONDITION AND OUTLOOK

As this is written in late 2024 the City of Anacortes is experiencing its second consecutive year of decreasing sales tax revenues. In some ways, Sales tax is the City's most important tax revenue stream the City has. It is one of the largest general taxes the City receives, meaning sales tax revenues can be used for the general support of the City. Additionally sales tax is the largest tax revenue stream that can see growth at faster than the pace of general cpi growth. The other two primary tax revenues are property tax, which is limited to a 1% per year increase (with Council approval) plus new construction; and utility tax, which has flattened over the past several years as cable TV, phone service, natural gas and electricity costs have remained flat or decreased.

Year to date 2024 sales tax revenues are 5% less than same period prior year, and the prior year was 2% less than 2022. As we prepare for the 2025 fiscal year budget, we have projected sales tax revenues to be flat compared to 2024. It is expected that sales tax revenues will cease to decrease, and start to increase again, in 2025, from increased retail sales due to the Federal Reserve's cut in the federal interest rate.

Property tax in 2024 came in at \$8,405,509, and was the first year of the Property Tax levy after Prop 1 was passed by the voters in April of 2023, which added an additional .34 millage to the levy to provide additional public safety resources. The 2025 Property Tax levy includes a 1% increase as authorized by City Council, and assumes 55,000 in new construction to be added to the tax rolls.

As mentioned above Sales tax revenue has slowed over the past two years, totaling \$5,917,465 in 2023, which was 1.9% less than 2022, and year to date November of 2024 is 4.5% less than same period last year. Major areas of spending decrease are in residential construction, commercial construction, vehicle sales, and marine sales. Hospitality is one area that continues to see (slight) increases in consumer spending, as other areas flatten or decrease.

Utility tax on private utilities (natural gas, electricity, cable TV, and phone service) increased in a material way in fiscal years 2022 and 2023 for the first time in years, but year to date 2024 have seen that same revenue stream decrease compared to same period prior year. Utility tax on public utilities (water, sewer, storm, and solid waste) generally increase at around the rate of CPI, and that has been the case year to date 2024, with utility tax on public utilities 6.8% over the same period prior year.

Real Estate Excise Tax (REET) totaled \$1,437,269 in 2023, which was a decrease of 8% compared to 2022. Year to date REET receipts through November are 5.1% less than the same period in the prior year. It is noted that existing home sales (from which REET is generated) as calculated January through November in 2023 decreased from 308 units in 2023 to 267 units in 2023. In that same period in 2024, there has been an increase to 292 units sold, a 9% increase. It is assumed this increase is due to the decrease in mortgage rates positively affecting the real estate market.

In 2023 building permit revenues totaled \$417,160, a decrease of 4%. There was a decrease in all sectors of building: Residential, Multifamily, and Commercial construction permits. Year to date November of 2024 there appears to continue to be a slowdown in building with revenues at \$226,713 compared to \$353,368 for same period prior year. There is however another factor in the decrease. Some portion of the decrease in building activity in 2024 has been due to implementation of a new building permit software, and high level of staff turnover, that have both proved to be headwinds in building permit issue lead time. It is unknown how much of the revenue slowdown is due to these internal factors, but it is understood that under normal circumstances revenues would not be as low as they currently are.

Three-year trend data for permits is listed below by permit type:

Type of Construction	2023	2022	2021
Single family residential	15	62	81
Multifamily residential	3	3	14
Commercial	13	8	3
	31	73	98

The high levels of inflation that provides so much consternation in fiscal years 2021 – 2023 has significantly decreased, with the latest cpi release showing a 2.8% yoy increase, versus the combined 21% of the prior 3 year period. This should help future budget development in light of the limitations of the major tax revenue streams mentioned elsewhere in this letter.

DEBT OBLIGATIONS

There are three types of debt the City could hold, currently it holds tow of the three:

1. General Obligation, or GO debt, secured by the full faith and credit of the City's taxing authority. The City currently holds no GO debt.
2. Revenue debt, which is issued through the City's utilities, and is secured by those utility revenues, derived from charges to customers for the utility service provided. The City's Water and Sewer utilities both currently hold revenue debt.
3. Refunding debt, which are bonds that are issued at a lower rate of interest than the bond it is replacing, thereby saving money to the city. Refunded debt is secured by the same means as the instrument it is replacing. The City's Water utility currently holds some refunding debt.

The City has Revenue debt which was issued to support capital activities in both the Water and Sewer utilities. Detailed information on the City's debt can be found in the Long Term Debt section of this Budget Book.

As prescribed by statutes of the State of Washington, the unlimited tax general obligation indebtedness permitted for cities, subject to 60% majority vote of qualified electors, is limited to 2.5% of assessed valuation for general purposes, 2.5% for open space/park facilities, and 2.5% for utilities. Non-voted (limited tax) general obligation indebtedness is limited to 1½% of assessed valuation. The combination of unlimited tax and limited tax general obligation debt for all purposes cannot exceed 7.5% of assessed valuation.

Respectfully submitted,

CITY OF ANACORTES

Director of Finance
Steven D. Hoglund

USER'S GUIDE TO THE BUDGET

The main purpose of this document is to present to City Council, the public, and city staff a clear picture of the services the City plans to provide during the next budget period. The budget reflects the Mayor's and City Council's approach to execute the operative mission of the City of Anacortes. The document enables the public to gain a detailed look at what financial resources are necessary and have been allocated to carry out this objective. City staff have a quick reference to what resources are available to them for their assignments. Thus, a major purpose of the Budget is to provide a financial and operating plan that conforms to the City's accounting system.

The budget also explains the organizational and reporting structure of the City. Overall, this budget is presented by departments. Beginning with the General Fund (fund number 001). There are included the following departments: Legislative, Executive, Judicial, Finance, Information Systems, Human Resources, Planning & Community Development, Legal, Fiber, Police, Fire, Museum, Engineering, and Facilities. Some departments, where additional accountability and ease of review are desired, have their own fund, such as the Library, which is a single department that has its own fund.

Other departments may include several funds, such as the City Parks Department, which has Fund 101 Parks and Recreation, Fund 102 Cemetery, Fund 107 Washington Park, Fund 108 Parks Construction, and Fund 113 Anacortes Community Forestlands (ACFL). Public Works is another department that has multiple funds, including Fund 104 Road Maintenance, Fund 105 Road Construction, and four utility funds (Funds 401 Water, Fund 440 Sanitary Sewer, Fund 445 Storm Sewer, and Fund 450 Solid Waste), and an Internal Service fund, Fund 501 Equipment Rental and Revolving (ERR). The level of detail reported for each fund depends upon the nature of the activity carried out.

It is important to bear in mind that the City's organizational structure does not necessarily match its fund structure. As illustrated above, the Public Works department, for example, has one Director, who oversees functions in the general fund, special revenue funds, enterprise funds and internal services fund. These activities are grouped together under the Public Works department.

The Table of Contents provides an easy way to locate specific information, or areas of interest.

Budget Policies and Procedures

OVERALL BUDGET

The budget is a performance, financing and spending plan agreed to by the Mayor, City Council, and Department Directors. It contains information and data regarding expected revenues, expected expenditures and expected performance.

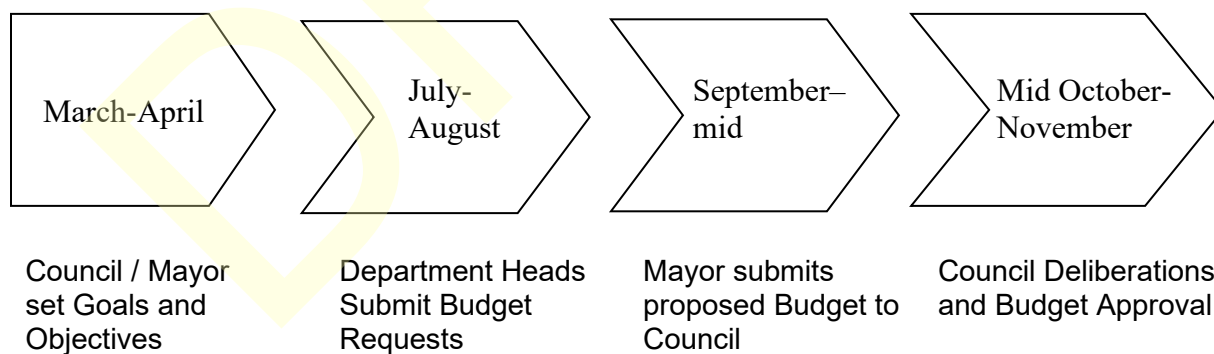
The City adopts a balanced budget for all funds. A balanced budget for operating funds means ongoing operating program costs do not exceed the amount of ongoing resources to finance those costs. The ongoing resources will be identified along with new program costs including impact from new capital projects. Any available carryover balance will only be used to offset one-time or non-recurring costs. Balanced budget for non-operating funds means total resources equal to or exceed total uses.

The City shall maintain the fiscal integrity of its operating, debt service, and capital improvement budgets which provide services and maintain certain public facilities, streets and utilities. It is the City's intent to maximize the level of public goods and services while minimizing the level of debt.

As a comprehensive business plan, the budget shall provide the following critical elements recommended by the Government Finance Officers Association: public policies, financial plan, operations guide, and communications device.

BUDGET PROCESS

The Finance Department is responsible for coordinating the overall preparation of the City's annual operating budget. To this end, the Finance Department issues budget instructions, conducts budget preparation training sessions, and communicates regularly with all city departments.



The budget process for the City of Anacortes is a year-round activity. Formal budget planning begins in mid May when budget worksheets, manpower reports, instructions and other materials are provided to the departments.

From June through August, staff in each department is responsible for developing annual departmental operating budgets that meet the general policy direction provided by City

Administration. Departmental budgets are due mid August. During the same time, the Finance Department develops and updates revenue estimates for the coming year. These estimates are further refined in September.

Beginning in August, the Mayor meets with representatives from Finance and other departments to discuss specific changes to departmental budgets. By October 1st, a balanced preliminary budget is typically completed and submitted to City Council.

In mid October, public study sessions are held during the time City Council is deliberating on the preliminary budget proposal. A formal public hearing consistent with RCW budgeting requirements is generally held the first part of November. City Council, by a majority vote of its members, must adopt the final operating budget by ordinance by December 31st. If a 1% property tax increase is authorized by Council Resolution, that must be submitted to the County by November 30th; if the budgeting process is complete by that point the budget ordinance will be adopted at the same time. The budget is effective January 1. The budget can be amended after it is adopted by an ordinance of the City Council.

BUDGET RESPONSIBILITY

Department heads have primary responsibility for formulating budget proposals in line with City Administration priorities and for implementing approved budgets.

The Finance Department is responsible for coordinating all aspects of the budget process on behalf of City Administration, such as analyzing departmental budget information, preparing budget revenue estimates, assembling the budget document, financial monitoring, and fulfilling reporting requirements once the budget is adopted.

Throughout the year, the Finance Department assists department heads in identifying budget problems, formulating solutions and alternatives, and implementing corrective action approved by the City Administration.

DEVELOPING THE OPERATING BUDGET POLICIES

City staff members develop annual operating budget proposals after receiving guidance from City Administration. The budget determines what services the City will provide, the level of these services, and how funds will be provided to finance these services. Recognizing the importance of these decisions, the following statements reflect the principles and priorities the city staff uses in preparing the budget.

REVENUE

General Revenue Policies

The City shall maintain a diversified and stable revenue system to shelter public services from short-run fluctuations in any one revenue source.

Revenue forecasts shall be conservative, thus minimizing the possibility that economic and political (e.g. voter-passed initiatives) fluctuations could imperil ongoing service programs during the budget year.

Intergovernmental Revenues

All potential grants shall be carefully examined for matching requirements.

One-time Revenues

One-time revenues will be used only for one-time expenditures.

One-time revenues will be used only after examining whether they are subsidizing an imbalance between operating revenues and expenditures, and then only if a long-term forecast shows that the operating deficit will not continue. The City will avoid dependence on temporary revenues to fund mainstream municipal services.

Property Tax Revenues

The City depends on the County to maintain a very high tax collection rate, currently at roughly 99%.

User Fees

User fees shall be imposed to cover the cost of specific services used by select or narrow segments of the community. Fees may be set at levels sufficient to cover the entire cost of service delivery, or the service may be subsidized as determined by Council.

Enterprise Fund Revenue

The City shall set sewer, water, storm drain, solid waste, and other rate structures to adequately insure that these enterprise funds remain firmly and separately self-supporting. Rate structures must support the direct and indirect costs of operations, capital plant maintenance, debt service, depreciation, and moderate system extensions.

EXPENDITURES

General Expenditure Policies

All department heads shall share in the responsibility for looking at the long-term financial viability of the City, developing spending trends, projecting incomes, and educating themselves and employees on the disparity between revenues and expenditures.

The City of Anacortes seeks to provide quality service programs. If expenditure reductions are necessary, complete elimination of a specific service is preferable to lower quality programs.

Department heads are encouraged to help employees better see the "big picture" of City government to increase teamwork.

The City shall consider the impact of growth on the fiscal viability of the City and adopt appropriate policies and strategies to deal with this issue.

An appropriate balance shall be maintained between budget dollars provided for direct services to the public and dollars proved to assure good management and legal compliance.

All expenditures must be made only after appropriate approvals have been attained, city and state purchasing requirements have been met and appropriation through the budget process has been approved.

High priority shall be given to expenditures that will reduce future operating costs such as increased utilization of technology and equipment, and more prudent business methods.

Departmental budgets shall be prepared in a manner to reflect the full cost of providing services. Estimated direct costs of services shall be budgeted in and charged to the service performing fund. Interfund service fees shall be charged to recover any direct costs, and shall be recognized as revenue to the providing fund. A standard allocation formula for distributing general overhead to the enterprise and internal service funds shall be utilized for consistency and fairness. This allocation includes the Mayor's time, as it is a fulltime position that is responsible for overseeing all funds and departments.

All externally mandated services for which funding is available shall be fully costed out to allow for complete reimbursement of expenses.

Before the City enters any agreements that would create fixed ongoing costs, the financial implications of such agreements shall be fully determined for current and future years.

Organizations that are not part of the City, but which receive non-obligatory funding from the City, shall not have their existing budgetary allocation carried forward from year to year unless expressly authorized and directed by City Administration.

Budget procedures that fund current expenditures at the expense of future needs shall be avoided.

Personnel

Emphasis shall be placed on improving productivity rather than adding to the work force. Productivity improvement programs shall be initiated in all labor-intensive departments.

Additional personnel shall be recommended only after needs have been thoroughly documented and it is substantiated that the new employee is critical to the operation of the City. Prior to hiring, any additional budgeted personnel shall require final, formal approval by the Mayor.

All compensation negotiations shall focus on total compensation: Direct salary plus employer share of fringe benefits.

Maintenance and Replacement

The budget shall provide sufficient funding for adequate maintenance and orderly replacement of capital plant and equipment.

Future maintenance needs for all new capital facilities shall be fully costed out.

Land

Whenever feasible the acquisition of property shall be in advance of need, to provide for future public facilities.

Pensions

The budget shall provide for adequate funding of all retirement systems.

Reserves

The City has implemented a fund balance fund policy authorized by Council Ordinance 4003, which dictates that an Economic Stabilization Reserve Fund is established in the General (Current Expense) Fund that has a targeted balance equal to 17% of the annual expenditures of the following City's governmental funds: 001, 101, 102 and 103. The use of the fund requires approval of a majority plus one of City Council members.

CAPITAL IMPROVEMENTS

The City shall maintain a multi-year (6 year) Capital Facilities Plan (CFP) and update it at least bi annually. All capital improvements shall be made in accordance with the adopted plan. The CFP shall be developed in conjunction with the budget to insure that all operation and maintenance costs associated with new capital improvements are adequately funded. The City shall maintain all of its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.

AMENDING THE BUDGET

When the Mayor/City Council determines that it is in the best interest of the City to increase or decrease the appropriation for a particular fund, City Council may do so by ordinance approved by a simple majority. The Mayor is authorized to transfer budgeted amounts between departments within any fund. The Mayor is also authorized to transfer budgeted amounts between programs within any department.

BUDGET PRACTICES

Revenue projections are prepared for each revenue source based on an analysis of past revenue trends and current fiscal conditions, as well as information about changing economic or commercial activities in the community. The City shall annually review all revenue schedules, including taxes, rates, license fees, user fees, and other charges to insure that these revenue collections are kept current. Regular reports comparing actual to budgeted revenues shall be prepared by the Finance Director and presented to the Mayor and City Council.

The Finance Department and City Administration together create a list of parameters for departments to follow when preparing base budgets. These parameters include items such as allowable growth in Operations and Maintenance (O&M), changes in staffing due to workload increases/decreases, utility rate increases, adjustments for inflation, and other effects that will cause changes in expenditures. The Finance Department budgets all non-departmental contributions and projects separately based on the unique requirements of each program.

Separate from this process, the departments prepare schedules of new program requests for the upcoming budget period. Individual budget requests are presented for each different local service or function. Currently existing services compete directly with new program requests during the budget evaluation process. Existing services do not receive greater support merely because of their historical standing. After all base expenditures are calculated, and new programs are summarized, City Administration balances the budget by selecting new programs to add, and selecting current services to discontinue.

GOALS FOR IMPROVING BUDGET POLICY

Position Control

Assist the Administration and Human Resources departments with developing and maintaining centralized position control to assure that salary commitments do not exceed budgeted amounts.

Financial Condition

Complete evaluation of City's Financial Condition.

Budget Document

Continue fine-tuning of this budget document format to better inform the citizens of Anacortes and to the many other users as well.

BUDGET CONTROL

The City maintains budgetary controls in accordance with the Revised Code of Washington (RCW 35A.33). All budgets are controlled on a departmental basis. City budgets are legally adopted and controlled on a cash basis.

BUDGETARY ACCOUNTING

According to the Washington State Auditor's Office all general (current expense), special revenue and proprietary (enterprise and internal service) funds must have appropriated budgets. Debt service, capital project, and trust fund budget requirements are met by the continuing appropriation contained in the enabling ordinance or resolution. These funds do not need annual appropriated budgets, however, the City, to give greater visibility and understanding, may budget these funds. The City may also budget its fiduciary pension trust fund.

BUDGET ACCOUNT CLASSIFICATIONS

Fund Accounting

The City of Anacortes utilizes (for all funds) the Budgeting, Accounting, Reporting System (BARS) for GAAP compliant cities in the State of Washington as prescribed by the State Auditor's Office. Emphasis is placed on programs and services of what the City attempts to accomplish rather than upon objects or individual services to be paid.

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The City uses governmental, proprietary and fiduciary funds. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate.

Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped as follows:

GOVERNMENTAL FUNDS

Governmental funds are accounted for on a spending measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported

fund balance (net current assets) is considered a measure of "available expendable resources." Governmental fund operating statements focus on measuring changes in financial position, rather than net income; they present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

General Fund - The General Fund, also known as the Current Expense Fund, is the general operating fund of the City. It accounts for all financial resources and transactions except those required to be accounted for in another fund. The activities of fire and police service, legal services, general administration, and other general activities are included.

Special Revenue Funds - Special Revenue Funds account for the proceeds of specific revenue sources (other than expendable trusts, or for major capital projects) that are legally restricted to expenditures for specified purposes. The activities of parks & recreation, cemetery, library, streets, tourism and community development are included here.

Debt Service Funds - Debt Service Funds account for the accumulation of resources and the payment of general long-term debt principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment.

Capital Projects Funds - Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds).

PROPRIETARY FUNDS

Proprietary funds are accounted for on a capital maintenance measurement focus. All assets and all liabilities (whether current or non-current) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund operating statements present increase (revenue and gains) and decreases (expenses and losses) in net total assets.

Enterprise Funds - Enterprise Funds account for operations

(a) which are normally financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or

(b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Enterprise funds include the Water Utility, Sewer Utility, Storm Drain Utility, and Solid Waste Utility.

Internal Service Funds - Internal Service funds account for the financing of goods or services provided by one department to other departments of the City on a cost reimbursement basis. The only current internal service fund is that of Equipment Rental.

FIDUCIARY FUNDS

Trust Funds - Trust Funds account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. The City's only Trust fund is the Firemen's Pension Fund.

DRAFT

REVENUE SOURCES

GOVERNMENTAL FUNDS

Fund Balances

Technically, a fund balance is the difference between assets and liabilities of a governmental fund. However, for budgetary purposes, the City defines balances as equivalent to "Cash on Hand at the Beginning of a Year". Fund balances therefore are estimated amounts of cash needed to carry over to balance a fund's budget where estimated expenditures exceed estimated revenues. Where a negative fund balance amount is recorded in the budget it means estimated resources exceed estimated expenditures, resulting in excess fund balance.

Taxes

Property Tax

The County Treasurer acts as agent to collect property (real and personal) taxes levied in the County for all taxing authorities. The City may levy up to \$3.60* per \$1,000 of assessed valuation (A.V.) for general governmental services (RCW 84.52.043), subject to two limitations:

- 1) Regular property tax levy increases to 1%, unless a city chooses to submit a voter-approved levy lid lift. (In early November of 2007 the Washington State Supreme Court ruled that I-747 [which limited property tax increases to 1% annually] was unconstitutional. A special session of the state legislature was called that same month, and in late November of 2007 House Bill 2416 reinstated the 1% cap on property tax increases.)
- 2) The Washington State Constitution limits the total regular property taxes to 1% of assessed valuation or \$10 per \$1,000 of value. If the taxes of all districts exceed this amount, each is proportionately reduced until the total is at or below the 1% limit.

Voters may approve excess property tax levies over the constitutional and statutory limits for a number of years to pay off general obligation bonds (debt) for construction, or a single year levy (two years for school districts) for general operating purposes. The constitution requires 40% of voter turnout in the previous general election and a 60% favorable majority vote (RCW 41 & 84).

Levy Lid Lift

Cities that are levying property taxes at a rate lower than the statutory maximum can ask the voters to lift the levy lid by more than 1%. A simple majority vote is required (RCW 84.55.050). The purpose for which the money will be used does not need to be specified.

In April of 2023 the City of Anacortes voters approved such a lid lift, Proposition 1, by 67.74% of cast votes. The property tax lid was lifted by a millage of .3624, bring the total millage to 1.34335, and was effective for the 2024 property tax levy. The additional property tax revenues is used to support an additional 13 public safety staff (8 Firefighters and 5 Police Officers) and the additional associated gear and training costs.

* The City, having a Firemen's Pension Fund, is allowed an additional \$0.225/\$1,000 A.V., (RCW 41.16.060), which the City has not yet chosen to use.

Even cities that are currently levying their statutory maximum rate can ask the voters to raise their rate for one year (RCW 84.52.052). Referred to as an O & M (operations and maintenance) levy. The proposition must be approved by 60% of those voting and the total number of voters must be at least 40% of those voting in the most recent general election. As with the levy lid lift, the purpose for which the money will be used does not need to be specified.

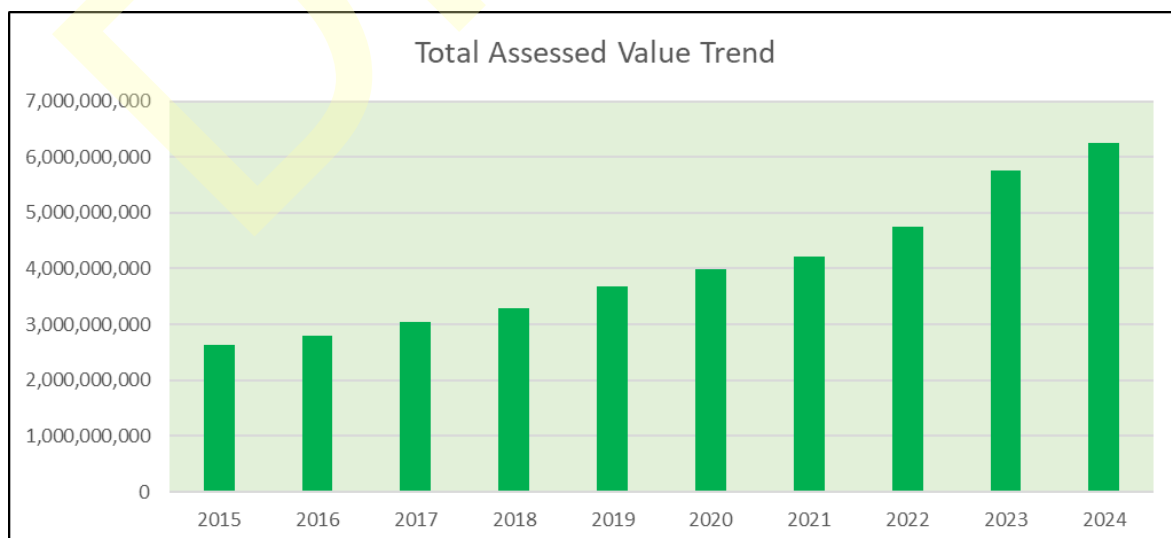
Property taxes are due on April 30 and October 31. This means that the bulk of property tax revenue is received in May, June, November, and December. The County Treasurer collects all property taxes and transmits the City's portion on the 10th day of the month.

Property Tax Levy Rates

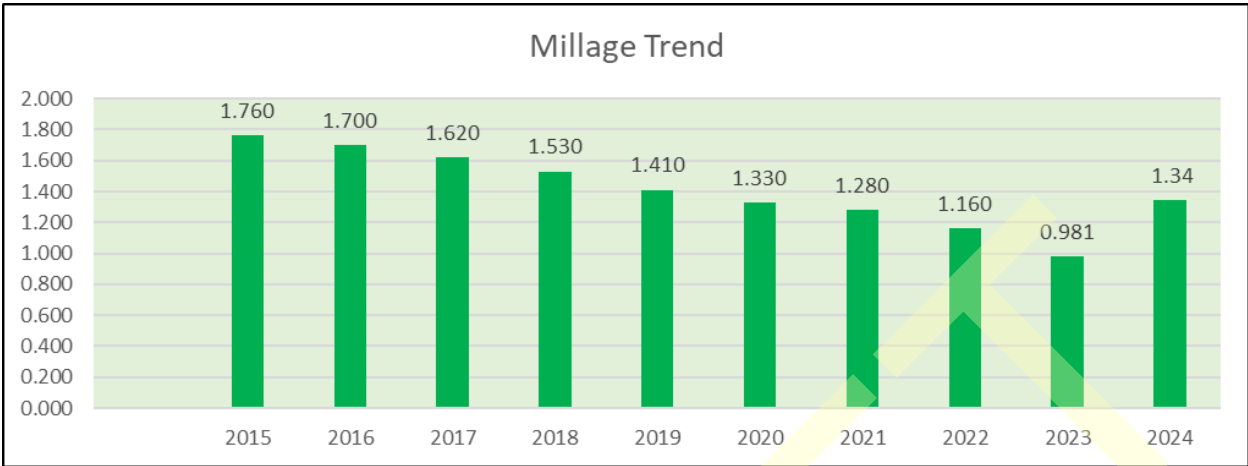
The following charts show for a ten-year period (2015-2024) the City's assessed valuation changes and the City's basic levy rate changes relative thereto:

Year	Actual Assessment	Actual levy	Millage
2024	6,257,125,354	8,405,509	1.34
2023	5,758,266,074	5,648,034	0.98
2022	4,758,505,751	5,523,241	1.16
2021	4,213,585,262	5,385,680	1.28
2020	3,985,572,170	5,296,453	1.33
2019	3,681,764,163	5,177,370	1.41
2018	3,289,763,092	5,038,278	1.53
2017	3,042,165,745	4,918,345	1.62
2016	2,802,600,923	4,777,878	1.70
2015	2,631,896,915	4,642,472	1.76

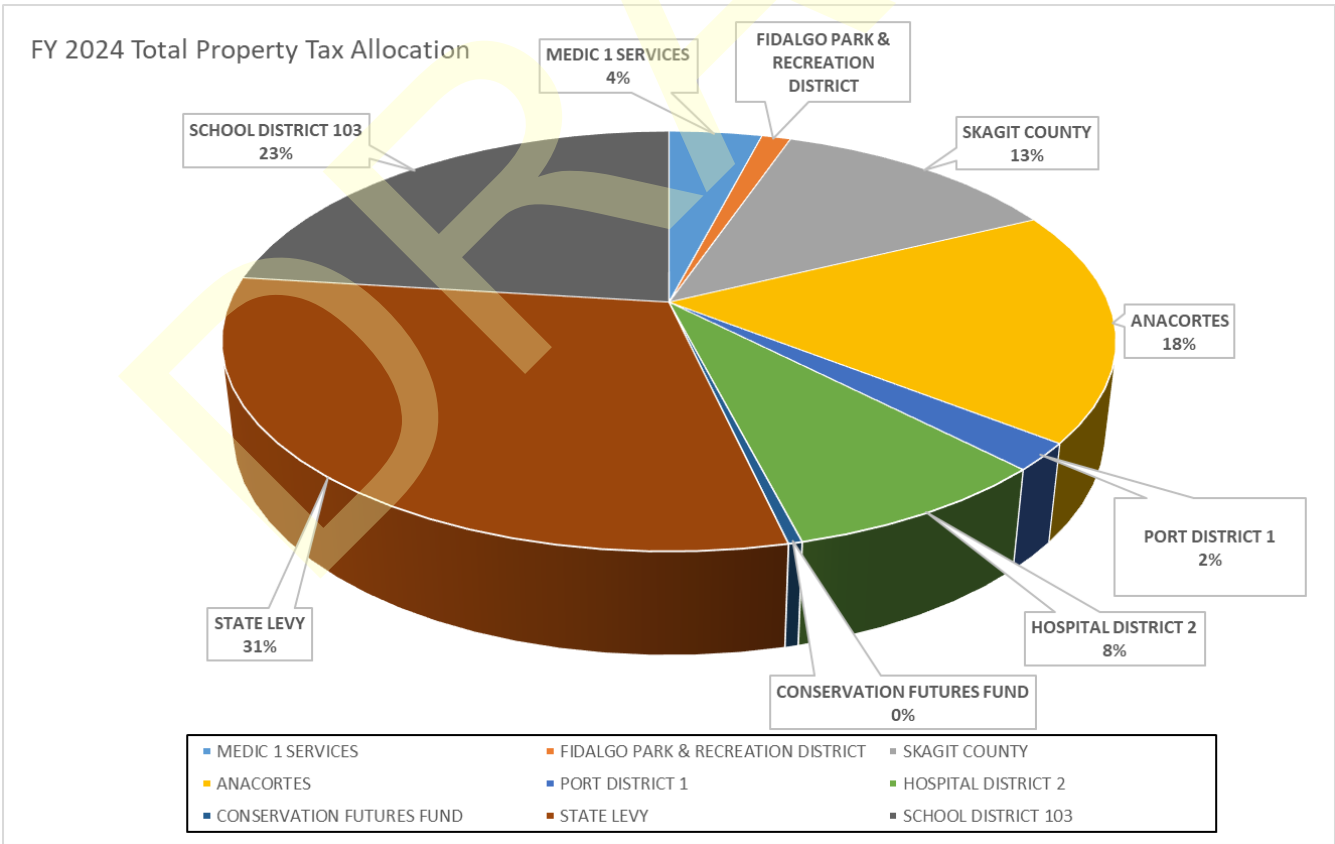
The following charts show for a ten-year period (2015-2024) the City's assessed valuation:



The following chart shows a 10-year trend of the City's property tax assessments against the property tax levy, and calculated millage:



The following chart shows a comparison of the City's tax levy relative to all other entities making up the total tax levy for the citizens of Anacortes, including the City. These other entities are: Washington State, Anacortes School District, Skagit County (includes Conservation Futures), Fidalgo Pool, Port of Anacortes, Emergency Medical Services (Medic 1), and Island Health.



B. Retail Sales and Use Tax

As of January 1, 2024, sales tax (RCW 82.14.030) in Anacortes is 8.8%. Of this, the largest portion, 6.5% goes to the State. The local share for general use is 1%; of that 1.0%, 0.15% goes to the County, and an approximate .01% administrative charge is kept by the State, so the City actually receives a net of .84%.

Additionally, there is 0.1% that goes to the County and is distributed back to the cities to be used strictly for criminal justice purposes; another 0.4% is for the Skagit County Public Transportation Benefit Area Authority (Skagit Transit); 0.1% goes to the County for chemical dependency treatment and mental health; 0.1% is to provide funds for costs associated with emergency communication and facilities (911 call center).

In 2013 the City of Anacortes entered into an Interlocal agreement with Skagit County and the other three largest Cities in the County, Sedro Woolley, Burlington, and Mount Vernon, to pool the .3% sales tax allowed under RCW 82.14.450. This .3% is restricted for Public Safety, and was authorized with a vote of Skagit County voters in August of 2013.

In 2018 54.9% Anacortes of voters approved a 2/10ths sales tax increase, the revenues from which would be used to help fund the City's Street Overlay program. The vote was pursuant to RCWs 36.73.040(3), 36.73.065, and 82.14.0455, and is effective for a period of 10 years, unless otherwise extended by voters for another period not to exceed 10 years.

In the February 11, 2020 special election, the citizens of the City of Anacortes authorized by a 55% voter approval rate to increase sales tax by one tenth of a percent (.1%) the proceeds from which will fund an Affordable Housing Program. The City will partner with the Anacortes Housing Authority, and the Anacortes Family Center to construct three affordable housing facilities. The sales tax is authorized under RCW 82.14.530, and went into effect July 1, 2020; the vote also enabled a sales tax credit from the state, the proceeds of which are to be used in the same manner. The State tax credit expires after 20 years; the sales tax has no sunset clause.

Sales tax is imposed on all retail sales of personal property except retail for food products consumed off premises and prescription drugs (there are other minor exemptions).

On purchases made out-of-state by Washington residents, the sales tax has to be paid when the item(s) are put to use in Washington. It is then called a "use tax" because the item is purchased out of the State but is "used" in Washington. If the other State charges a sales tax but is less than the Washington tax, then the Washington resident must pay the difference (e.g. if another state charges 5.0% sales tax on an automobile, then the Anacortes resident would have to pay an additional 3.8% use tax)

With the passage of Substitute Senate Bill 5089, the Streamlined Sales Tax initiative (also known as the Destination Based Sales Tax initiative), effective July 1 of 2008, the sales tax charged on a purchase is the rate that is in effect at the destination of the purchase, and the sales tax revenue is then remitted to the city in which that purchase is delivered. Prior to SSB 5089, sales tax was collected at the city's rate where the purchase originated and that sales tax revenue then remitted to that city. As of July 1, 2008, the city at which the purchase is delivered to receives the sales tax revenue for that purchase. Destination sales tax only applies to businesses that ship or deliver the goods they sell to locations within Washington State; there is no change for deliveries outside the state, or over the counter sales where customers take their

goods with them from the store.

The State Department of Revenue distributes the monies collected monthly, along with accrued interest (RCW 82.14.050).

C. Lodging Excise Taxes (Referred to as Hotel-Motel Tax)

In 1997, SSB 5847 (Chapter 452, Laws of 1997, RCW 67.28) authorized cities a 4% hotel-motel tax rate. This includes the original 2% tax taken as a credit against the 6.5% state sales tax (not an additional tax.) The 1997 state legislature allowed an additional 2% lodging tax, which the City has adopted.

Permitted uses for tax revenues are tourist promotion and operation of tourism related events; and for acquisition/maintenance by the City or a Public Facilities District, of facilities dedicated to tourism or performing arts.

D. Utility Taxes

The City imposes a utility tax on the gross operating revenues that private and public utilities earn from operations within City boundaries (RCW 35A.82.020).

Taxes are levied as follows:

(private)	Electric	6%	
(private)	Gas	6%	
(private)	Telephone	6%	
(private)	Cable TV	7%	
(public)	Water	7%	
(public)	Sewer	7%	
(public)	Storm water	7%	
(public)	Solid Waste	8.4%	(State also imposes 3.6%)
(public)	Recycling	12%	

The taxes levied against private utilities are receipted directly into the General Fund; the taxes against the City utilities are receipted into those utility funds, and then transferred to the General Fund.

Legislation passed in 1982 limits the tax rate on electric, gas, and telephone utilities to 6%. There are no restrictions on the tax rates for water, sewer, storm water, and solid waste. The rate on cable TV is governed by the 1992 FCC "Cable TV Consumer Protection & Competition Act" authorizing cities (as the local franchising authority) rate regulation powers over "basic cable service".

A city may ask the voters to approve a rate higher than 6% on electric, gas, and telephone, which has been done by a few cities mainly for public safety purposes (RCW 35.21.870).

Franchise fees are charges levied on private utilities for the right to use city streets, alleys and other public properties. Since 1982, however, the charges on electric, natural gas and telephone utilities are limited to the actual administrative expenses incurred by the city or town directly related to receiving and approving a permit, license or franchise; reviewing plans and monitoring construction; and preparing a detailed SEPA document (RCW 35.21.860).

Cable TV franchise fees are governed by federal rather than state law and may be levied at a rate of five percent of gross revenues, regardless of the costs of managing the franchise process.

E. Leasehold Excise Tax

Any permanent occupancy of publicly-owned premises for private use for 30 days or more is subject to a 12.84% leasehold tax (RCW 82.29A.020/.040). The tax exists as a substitute for regular property taxes to compensate cities and counties for services provided, such as police and fire protection. (There are a number of property exclusions from the tax).

The various public entities owning property in the city that lease land (City, Port, Hospital, School District, State, etc.) must charge 12.84% against the "fair market rent" of the property and remit the tax to the Department of Revenue. Of the total dollars received by the Department of Revenue from all the public entities leasing land in the city, they keep half (6.84%, includes administration fee). Of the remaining 6%, 2% is distributed bimonthly by the State Treasurer to the County and 4% to the City (RCW 82.29A.090). Hence, the city receives approximately one-third of all leasehold tax monies collected by all public entities leasing property in the city, meaning that it receives five to six times more tax money than it collects from its own leased properties.

F. Real Estate Excise Taxes

The real estate excise tax (REET) is levied on all sales of real estate against the full selling price. The State levies a 1.28% tax. Additionally, a locally imposed tax is authorized. The local tax takes two forms:

- 1) 1st 1/4% REET (RCW 82.46.010). Cities of 5,000 or more population and planning under the GMA (Growth Management Act) must spend tax receipts solely on capital projects listed in the CFP (Capital Facilities Plan) element of their Comprehensive Plan.
- 2) The 2nd 1/4% REET (RCW 82.46.035). All cities planning under the GMA (regardless of population size) were given the option of levying a second quarter percent to help defray the costs of implementing the Growth Management Act.

Note: Cities can levy an additional 1/2% real estate excise tax in addition to the 1/2% (1/4% + 1/4%) described above (RCW 82.46.010). But that is available only for a city not levying the optional 1/2% sales tax. This is mainly to help border towns who do not feel they are able to levy the optional sales tax. Since Anacortes does levy the optional sales tax, it is not eligible for the additional 1/2% REET.

1. Licenses and Permits

A. Regulatory License Fees

In 2007 the City joined the State Master Licensing Service. The cost of a first time annual business license is \$90, and an additional \$40 comes back to the city, requiring a first time business license fee of \$130. The renewal fee is \$50, \$40 comes back to the City and \$10 is a state processing fee. The purpose of the City portion of the fee is to register all businesses to

provide the City with a record of the owners of enterprises doing business in the City, in the event a citizen or a City department has an issue with a business that needs to be addressed. The amount is designed to recover the costs of inspecting businesses for licenses and investigating backgrounds (such as taxi drivers, contractors, pawnbrokers, etc.).

B. Permits

Permits are issued to aid in various regulatory areas, including:

- 1) Building permits (fee schedules according to building valuations).
- 2) Animal permits (dog licenses-\$10 if spayed/neutered, under eight months or over 12 years old, \$50 unaltered).
- 3) Concealed weapons: New applications - \$48.00, (City retains \$18, Department of Licensing gets \$18 and the FBI gets \$12.00). Renewals - \$32 (City retains \$14, DOL gets \$18). Late renewals have a \$42 fee, of this the City retains \$21, and DOL gets \$21. Concealed permits can be renewed up to 90 days before the expiration date and obtain a late renewal up to 90 days after the expiration date; beyond 90 days would require a new application. Replacements for lost cards can be obtained for \$10, which the City retains.
- 4) Environmental and engineering permits (based on detailed fee schedules).

2. Intergovernmental Revenues

A. State Shared Revenues:

State shared revenues differ from state-collected revenues, which are levied by the local government itself but collected and distributed by the state (e.g. local sales taxes). State shared revenues differ from state entitlements and impact payments by the nature of the distribution (distribution formula).

B. State Entitlements, Impact Payments, & In-Lieu Taxes:

1) Criminal Justice Revenues

The 1993 legislature (SB 5521) allowed any county to levy an additional 0.1% Local-Option Countywide Sales Tax (non-voter approved). Skagit County implemented the tax effective 1/1/94. All funds collected from incorporated and unincorporated areas are distributed as follows:

- County - 10%
- County and cities based on population - 90%
 - cities - incorporated population
 - counties - unincorporated population

2) Liquor and Cannabis Taxes/Profits

Since cities are responsible for the policing of liquor establishments located within their limits,

but are precluded from taxing them because of the state liquor monopoly, the law provides that a share of the state-collected profits and taxes be returned to cities to help defray the costs of policing liquor establishments.

To be eligible to receive liquor taxes and profits, a city must devote at least two percent of its distribution to support an approved alcoholism or drug addiction program (RCW 70.96A.087). This is done through an agreement with Skagit County to support the County's Community Services Department.

a) Liquor Excise Tax

Of the liquor taxes received by the state, a quarterly distribution is made to the cities & counties. Of spirituous liquors 28% (32% of wine) goes to the cities on a per capita (population) basis (RCW 82.08.160/.170).

b) Liquor Board Profits

Liquor Board profits consist of the difference between liquor revenue (liquor stores, taxes on wine & beer, license fees, permit fees, penalties & forfeitures) and Board expenditures. Cities get a 40% share distributed quarterly on a per capita basis. (RCW 66.08.190). 10% goes to the counties and 50% to the state General Fund.

c) Marijuana Excise Tax

Cities and counties that allow marijuana businesses get shared excise tax from the state on the sale of marijuana. While the state has been sharing the marijuana excise tax with local governments and has indicated it plans to continue to do so, the amount of this shared revenue received by the City has not been material to the General fund in any year its been received.

3) Motor Vehicle Fuel Excise Tax (gas tax)

Because the federal & state governments have preempted the taxation of gasoline; the state has provided that the state-collected gasoline tax be shared with cities. Cities receive 10.6961 percent in accordance with RCW 46.68.090(2) for proper road and street purposes. Distribution is based on population. Cities also receive 0.5 cents per gallon based on RCW 46.68.090(4)(a)(5)(a).

Note: There is a requirement that cities spend at least .42% of all gas tax receipts on paths & trails within 10 years of receipt (RCW 47.30.050).

C. Intergovernmental Revenues

1) Emergency Medical Services

This is an additional property tax with a maximum levy of \$0.50 per \$1,000 assessed valuation to support emergency medical services, authorized by RCW 84.52.069. The levy requires passage under the 60/40 voting rule. This is a county levy and it is at \$.44/\$1,000 assessed value for Skagit County residents. It is also subject to the annual 1% property tax limit rule.

2) Grants

Some grant examples are:

a) Grants - (State)

Recreation and Conservation Office Grant - This is a grant program administered by the State Interagency Committee for Outdoor Recreation. Applications for funding for a particular park or other outdoor recreation projects must be submitted to the Committee for approval. Grant agreements require from 10% to 51% of eligible project expenses be paid from local matching funds.

TIB (Transportation Improvement Board) - These are grants provided from State motor vehicle fuel tax for approved arterial street improvement projects. The program is administered by the Urban Arterial Trust Board, an independent State board that reviews and approves applications made for funding for specific improvement projects. TIB agreements require the grant recipient to provide 10% matching funds for amounts awarded under the program.

b) Grants - (Federal)

CDBG (Community Development Block Grant) - This is a federal grant program administered by Housing and Urban Development (HUD). Funds are made available to make infrastructure improvements in locales that meet certain poverty criteria, to provide Americans with Disability Act (ADA) improvements such as wheel chair curb cuts, and support to organizations that meet the needs of individuals who meet certain poverty criteria.

c) Grants - (County)

Skagit County has provided grant funding to the Library since 1989, allowing sharing of county sales tax monies to help offset the cost of provide library services for county residents.

3. Charges for Services

A. Professional/Impact/other

Fees and charges for professional and other services rendered. This category includes numerous charges such as sales of maps, photocopying services, ambulance services, various land-use planning fees, cemetery services, library services, museum fees, park/recreation services.

Development Impact Fees:

These fees are assessed to developers to provide a portion of the funding for reasonable and necessary improvements to mitigate the cumulative impacts of growth and development in the Comprehensive Plan area. The estimated revenues to be derived from these fees are calculated based on expectations of development in the City and a fee calculation and collection process delineated in the Ordinances that implemented the fees. The City charges Fire, Parks, and Street Impact Fee, authorized by ordinance 3030, 3085, and 3011 respectively. The City's impact fees can viewed on the City's Unified Fee Schedule.

Sprinkled throughout the RCWs is authority for cities to levy fees and charges to cover the cost of providing services or programs and regulatory activities. The guiding principle for all these fees and charges is that they may be set at a level that recovers all the direct and indirect costs associated with the activity, including administrative overhead. If fees more than recover,

however, they then become more like taxes, and cities need specific statutory authority to levy taxes.

B. Interfund Charges for Services

These are charges against the utility funds (water, sewer, storm drain, solid waste, and ERR) for services rendered by the various administrative departments (finance, engineering, executive, personnel, legal). Reimbursement is allocated to the General Fund. The Mayor's time is included in the City's administrative overhead calculation as, unlike City's with a city manager, the mayor is the Chief Administrative Officer of the City, and as such, it is reasonable the Mayor's budget is included in the cost of running the city utilities.

4. Fines & Forfeits

This category includes municipal court fines & forfeits, park damage restitution's, library lost book fines, and late payment penalties.

Traffic and Parking Fines: Although the State Supreme Court establishes the schedule of fines for traffic infractions, cities share in the revenue for infractions committed within their boundaries. After the municipal court collects the fines, 35 percent is sent to the state. The remainder is kept by the city and placed in the general fund (RCW 3.50.100 & 3.62.040).

A city has complete control over setting fines for violation of its parking ordinances. It may also charge a penalty of up to \$25 for failure to pay the parking ticket fine in the time prescribed by law.

5. Miscellaneous Revenues

This category includes interest earnings on investments, rentals & leases, private contributions & donations, judgments & settlements, refunds and a whole host of small dollar-value receipts.

6. Non-Revenues

This category includes mainly monies received from issuance of debt (G.O./revenue bonds, loans, short-term notes, interfund loans or equity transfers, etc.)

7. Other Financing Sources

Includes mainly various interfund transfers, and sales of surplus city assets.

PROPRIETARY FUNDS

1. Enterprise (Utility) Funds

The City accounts for four utility funds: Water, Sewer, Storm Drainage, and Solid Waste. These funds are financed mainly from service charges, i.e. rates charged to customers of the utilities. Rates are set by city ordinance and can be seen on the City's Unified Fee Schedule.

Monthly charges for Water and Sewer are based on usage, Solid Waste is based on size and number of cans, and Storm Drainage has a flat fee per ERU (an ERU is 3,600 square feet of

impervious surface). Current fees can be seen on the City's Unified Fee Schedule.

General facility charges (GFC's) are fees charged to new construction to hook-up to the existing water and sewer infrastructure. These fees are set by city ordinance, and can be seen on the City's Unified Fee Schedule.

2. Internal Service Funds

Internal Service Funds are used to account for the financing of services provided by other departments or agencies of the City on a cost-reimbursement basis. The only fund in this category is the Equipment Rental fund (city garage).

FIDUCIARY FUNDS (Pension Trust)

Intergovernmental Revenues - State Entitlement

Fire Insurance Premium Tax. The state collects a 2% tax on the premiums of all insurance policies written. 45% of the tax collected on fire and fire component policies are distributed to cities and fire districts having firemen's pension funds existent prior to March 1, 1970 (LEOFF System 1) (RCW 41.16.050). The amount remitted is determined by the number of full-time paid firemen in the city proportionate to the statewide total. The annual remittance is placed in the city's Firemen's Pension Fund.

*The City, having a Firemen's Pension Fund, is allowed an additional property tax \$.225/\$1,000 A.V., (RCW 41.16.060), which the City has not yet chosen to use because of the declining number of retired firefighters receiving a pension or partial pension. As of January 1, 2023 there is one surviving beneficiary receiving a monthly benefit, and one retired firefighter receiving a portion of their retirement based on the difference of what the State retirement system pays and the prevailing wage of the current IAFF contract with the City. There will be no further retirees which the City will be required to supplement their pensions.

2025 Draft Budget Overview

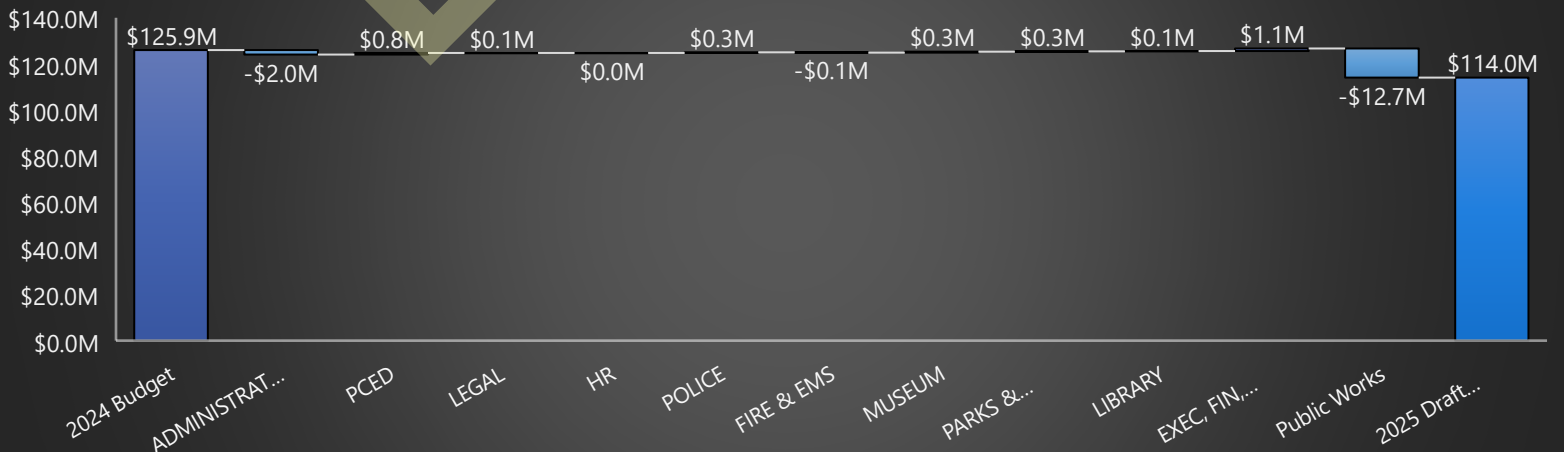
Expense Trend by Fund



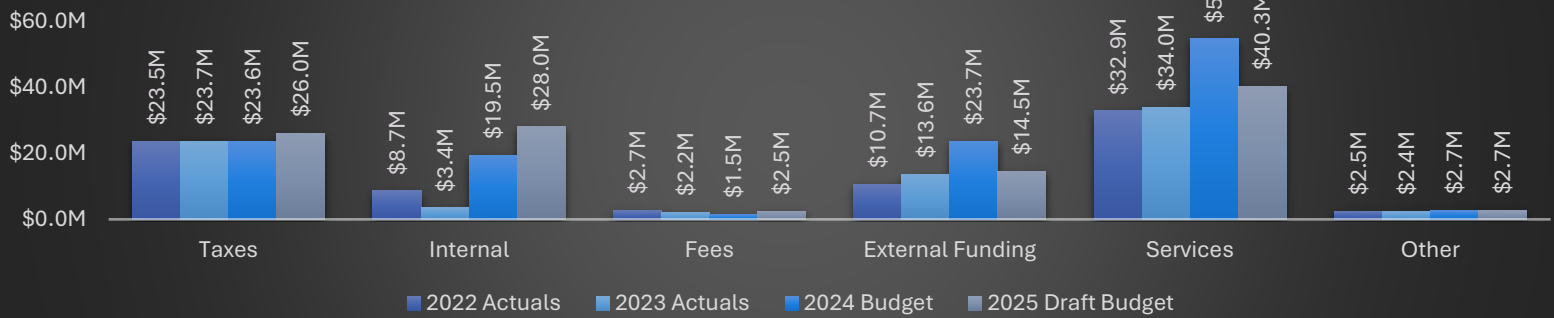
Year/Year by Spend Type



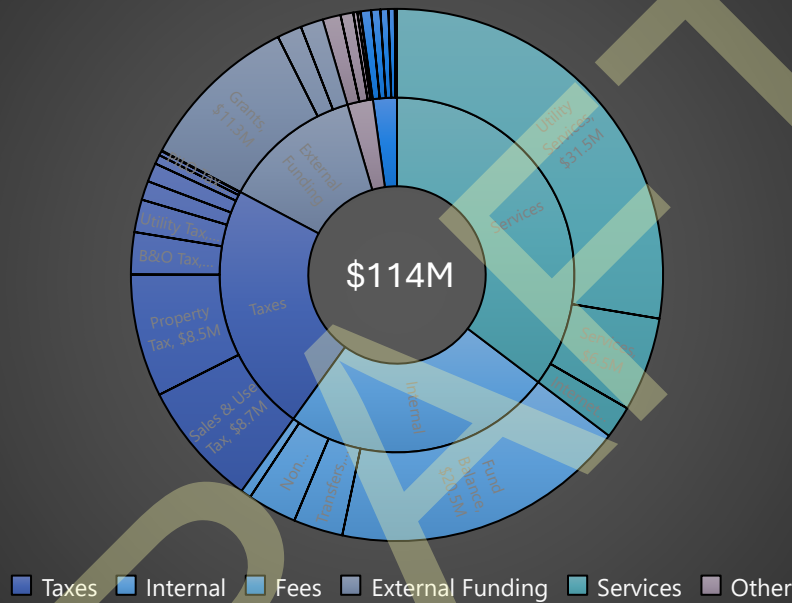
Year/Year by Department



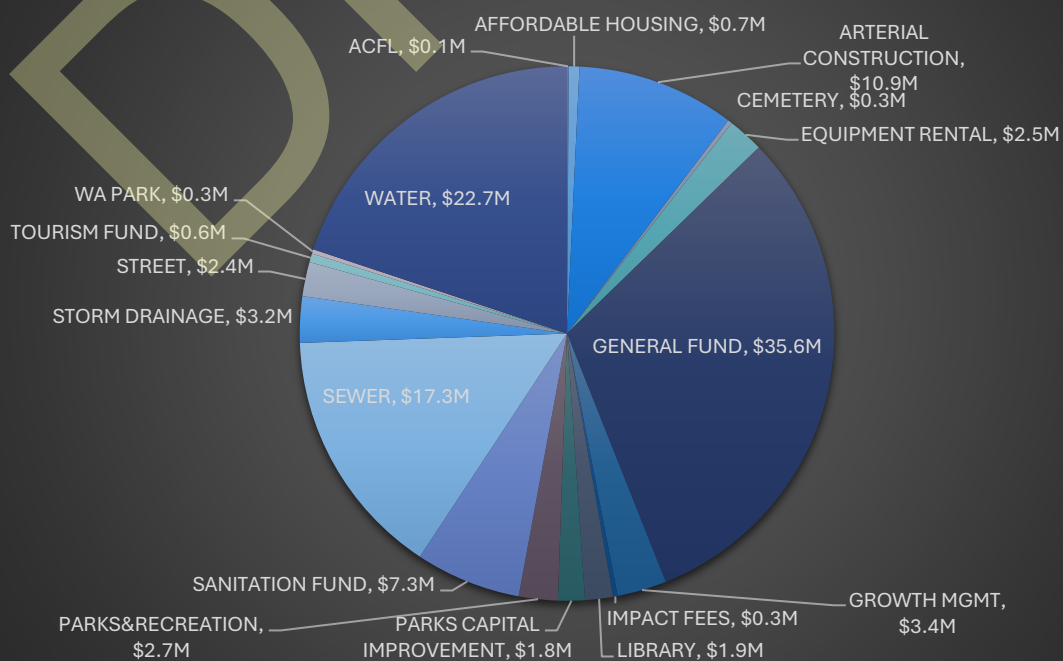
Revenue Sources



2025 Revenue by Type



2025 Revenue by Fund



Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
6	GROWTH MGMT CAPITAL IMPRV FUND	GROWTH MGMT	ADMINISTRATION						-		
7	ADMINISTRATION	GROWTH MGMT	ADMINISTRATION						-		
8	TRANSFERS-OUT	GROWTH MGMT	ADMINISTRATION						-		
9		GROWTH MGMT	ADMINISTRATION	335.711.597.00.00	Fund Balances, Nonexpenditures & Transfe	614,629	-	705,000	895,000		
10		GROWTH MGMT	ADMINISTRATION	335.711.597.00.02	Fund Balances, Nonexpenditures & Transfe	1,272,632	-	1,436,000	2,512,000		
11	ADMINISTRATION	SEWER	ADMINISTRATION						-		
12	PENSION & OTHER BENEFIT PAYMENTS	SEWER	ADMINISTRATION						-		
13		SEWER	ADMINISTRATION	440.711.535.00.10	Salaries & Wages	124,170	95,656	118,264	142,102		
14		SEWER	ADMINISTRATION	440.711.535.00.12	Overtime	551	1,051	-	-		
15		SEWER	ADMINISTRATION	440.711.535.00.20	Personnel Benefits	46,529	40,177	52,624	62,462		
16		SEWER	ADMINISTRATION	440.711.535.00.31	Office & Operating Supplies	2,763	8,157	3,000	5,000		
17		SEWER	ADMINISTRATION	440.711.535.00.40	Interfund Services	107,335	111,868	139,944	143,197		
18		SEWER	ADMINISTRATION	440.711.535.00.41	Professional Services	83,821	49,759	40,000	50,000		
19		SEWER	ADMINISTRATION	440.711.535.00.42	Communication	-	-	-	-		
20		SEWER	ADMINISTRATION	440.711.535.00.46	Insurance	295,633	343,809	324,759	48,149		
21	ADMINISTRATION	SEWER	ADMINISTRATION			-	-	-	-		
22		SEWER	ADMINISTRATION	440.711.535.14.41	Professional Services	(2,368)	1,390	10,000	10,000		
23		SEWER	ADMINISTRATION	440.711.535.14.44	Taxes & Operating Assessments	692,985	489,991	953,119	489,991		City Utility Tax, State PUT
24		SEWER	ADMINISTRATION	440.711.535.14.49	Miscellaneous	15,174	-	20,000	-		
25		SEWER	ADMINISTRATION	440.711.591.34.70	Debt Service Principal	-	-	-	-		
26		SEWER	ADMINISTRATION	440.711.592.35.80	Interest & Other Debt Service Costs	459,070	163,600	267,754	312,350		Sewer debt interest
27	ADMINISTRATION	STORM DRAINAGE	ADMINISTRATION						-		
28		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.10	Salaries & Wages	64,349	44,701	66,885	68,444		
29		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.12	Overtime	-	1,142	-	-		
30		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.20	Personnel Benefits	27,754	20,529	31,516	31,005		
31		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.31	Office & Operating Supplies	2,520	4,941	3,000	5,000		
32		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.40	Interfund Services	-	-	-	-		
33		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.41	Professional Services	76,442	131,787	70,000	150,000		
34		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.42	Communication	1,707	947	1,000	1,000		
35		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.46	Insurance	17,084	19,994	19,994	223,763		
36		STORM DRAINAGE	ADMINISTRATION	445.711.531.00.49	Miscellaneous	-	-	500	-		
37	STREET MAINTENANCE FUND	STREET	ADMINISTRATION			-	-	-	-		
38	ADMINISTRATION	STREET	ADMINISTRATION						-		
39	MANAGEMENT	STREET	ADMINISTRATION						-		
40		STREET	ADMINISTRATION	104.711.543.10.10	Salaries & Wages	36,116	27,943	36,344	36,871		
41		STREET	ADMINISTRATION	104.711.543.10.20	Personnel Benefits	12,270	10,253	15,165	14,596		
42		STREET	ADMINISTRATION	104.711.543.10.31	Office & Operating Supplies	2,183	664	500	1,000		
43		STREET	ADMINISTRATION	104.711.543.10.40	Interfund Services	55,842	35,580	47,440	54,178		
44		STREET	ADMINISTRATION	104.711.543.10.42	Communication	1,856	1,863	1,000	1,000		
45		STREET	ADMINISTRATION	104.711.543.10.46	Insurance	182,983	214,156	214,156	65,074		
46	ADMINISTRATION	WATER	ADMINISTRATION						-		
47	WATER UTILITIES	WATER	ADMINISTRATION						-		
48		WATER	ADMINISTRATION	401.711.534.00.10	Salaries & Wages	211,999	164,252	213,452	243,016		
49		WATER	ADMINISTRATION	401.711.534.00.12	Overtime	-	1,233	-	1,500		
50		WATER	ADMINISTRATION	401.711.534.00.20	Personnel Benefits	74,599	66,552	85,591	106,031		
51		WATER	ADMINISTRATION	401.711.534.00.31	Office & Operating Supplies	932	2,391	3,000	5,000		
52		WATER	ADMINISTRATION	401.711.534.00.40	Interfund Services	1,031,667	692,914	757,323	985,229		
53		WATER	ADMINISTRATION	401.711.534.00.41	Professional Services	965,336	441,889	200,000	500,000		
54		WATER	ADMINISTRATION	401.711.534.00.42	Communication	435	330	1,000	1,000		
55		WATER	ADMINISTRATION	401.711.534.00.43	Travel & Training	-	-	-	-		
56		WATER	ADMINISTRATION	401.711.534.00.44	Taxes & Operating Assessments	2,081,758	1,526,756	2,208,906	2,290,134		
57		WATER	ADMINISTRATION	401.711.534.00.49	Miscellaneous	-	-	2,000	-		
58	SOIL & WATER CONSERVATION	WATER	ADMINISTRATION						-		
59		WATER	ADMINISTRATION	401.711.553.10.10	Salaries & Wages	-	-	-	-		
60		WATER	ADMINISTRATION	401.711.553.10.12	Overtime	-	-	-	-		
61		WATER	ADMINISTRATION	401.711.553.10.20	PERSONNEL BENEFITS	-	0	-	-		
62		WATER	ADMINISTRATION	401.711.553.10.31	Office & Operating Supplies	10,606	22	-	5,000		
63		WATER	ADMINISTRATION	401.711.553.10.40	Interfund Services	-	-	-	-		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
64		WATER	ADMINISTRATION	401.711.553.10.41	Professional Services	-	-	-	-		
65		WATER	ADMINISTRATION	401.711.553.10.43	Travel & Training	-	-	2,500	2,500		
66	WATER UTILITIES	WATER	ADMINISTRATION						-		
67		WATER	ADMINISTRATION	401.711.591.34.70	Debt Service Principal	-	-	-	-		
68	WATER UTILITIES	WATER	ADMINISTRATION						-		
69		WATER	ADMINISTRATION	401.711.592.34.80	Debt Service: Debt Issue & Related Costs	582,311	464,297	1,090,063	734,315		Water debt interest
70	TOTAL		ADMINISTRATION			9,153,670	5,180,595	9,141,799	10,195,906		
71	GRANDVIEW CEMETERY FUND	CEMETERY	CEMETERY						-		
72	CEMETERY	CEMETERY	CEMETERY						-		
73		CEMETERY	CEMETERY	102.430.536.00.10	Salaries & Wages	154,732	120,236	174,738	170,280		
74		CEMETERY	CEMETERY	102.430.536.00.12	Overtime	232	270	200	-		
75		CEMETERY	CEMETERY	102.430.536.00.20	Personnel Benefits	66,296	52,782	71,417	77,728		
76		CEMETERY	CEMETERY	102.430.536.00.31	Office & Operating Supplies	2,981	5,043	4,500	5,000		Repair and supplies for cemetery operation
77		CEMETERY	CEMETERY	102.430.536.00.34	Supplies Purchased for Inventory or Resa	2,007	3,391	-	4,000		Concrete Liners for burial
78		CEMETERY	CEMETERY	102.430.536.00.35	Small Tools & Minor Equipment	-	2,148	5,000	3,000		trimmers and small mowers
79		CEMETERY	CEMETERY	102.430.536.00.40	Interfund Services	3,109	6,970	10,455	6,843		
80		CEMETERY	CEMETERY	102.430.536.00.41	Professional Services	353	-	200	200		Uniform cleaning
81		CEMETERY	CEMETERY	102.430.536.00.42	Communication	-	-	-	-		
82		CEMETERY	CEMETERY	102.430.536.00.43	Travel & Training	-	-	-	-		
83		CEMETERY	CEMETERY	102.430.536.00.44	Taxes & Operating Assessments	829	470	500	500		
84		CEMETERY	CEMETERY	102.430.536.00.45	Operating Rentals & Leases	2,720	1,570	1,700	2,000		Portable restrooms
85		CEMETERY	CEMETERY	102.430.536.00.46	Insurance	337	529	6,145	571		
86		CEMETERY	CEMETERY	102.430.536.00.47	Utility Services	27,743	21,369	25,000	27,000		expecting more irrigation w/new section
87	CEMETERY	CEMETERY	CEMETERY						-		
88		CEMETERY	CEMETERY	102.430.594.36.62	Buildings & Structures (Acquisition, Con		-	20,000	-		
89		CEMETERY	CEMETERY	102.430.594.36.63	Other Improvements	-	-	-	-		
90	TOTAL		CEMETERY			261,339	214,777	319,855	297,122		
91	MUNICIPAL COURT	GENERAL FUND	COURT						-		
92		GENERAL FUND	COURT	001.130.512.50.10	Salaries & Wages	238,031	188,151	250,673	264,449		
93		GENERAL FUND	COURT	001.130.512.50.20	Personnel Benefits	103,323	80,364	114,277	113,146		
94		GENERAL FUND	COURT	001.130.512.50.31	Office & Operating Supplies	1,898	1,511	2,000	2,000		Court Forms
95		GENERAL FUND	COURT	001.130.512.50.40	Interfund Services	28,579	26,133	34,845	32,833		
96		GENERAL FUND	COURT	001.130.512.50.41	Professional Services	205,446	131,909	158,853	197,505		
97		GENERAL FUND	COURT							12,500	Court Recording System- Evaluating new system (likely can be funded by Trial Court Improvement Funds)
98		GENERAL FUND	COURT							210	Zoom for Court Proceedings
99		GENERAL FUND	COURT							10,000	Pacific Security- Courtroom Security (3% increase from prior year)
100		GENERAL FUND	COURT							13,000	Office of Assigned Counsel (in custody and out of custody)
101		GENERAL FUND	COURT							750	Interpreter Services
102		GENERAL FUND	COURT							45,000	Probation Services
103		GENERAL FUND	COURT							108,245	Judicial Services
104		GENERAL FUND	COURT							7,800	Community Court
105		GENERAL FUND	COURT	001.130.512.50.42	Communication	3,808	1,823	5,000	4,000		Postage and Cell Phones
106		GENERAL FUND	COURT	001.130.512.50.43	Travel & Training	1,234	1,482	3,250	3,000		Training for staff (\$1k per staff member)
107		GENERAL FUND	COURT	001.130.512.50.45	Operating Rentals & Leases	-	-	-	-		
108		GENERAL FUND	COURT	001.130.512.50.48	Repairs & Maintenance	-	-	-	-		
109	FINANCIAL SERVICES	GENERAL FUND	COURT						-		
110		GENERAL FUND	COURT	001.130.514.20.49	Miscellaneous	500	(600)	-	-		
111	GENERAL INDIGENT DEFENSE	GENERAL FUND	COURT						-		
112		GENERAL FUND	COURT	001.130.515.91.31	Office & Operating Supplies	-	-	-	-		
113		GENERAL FUND	COURT	001.130.515.91.41	Professional Services	-	-	-	-		
114		GENERAL FUND	COURT	001.130.515.91.42	Communication	-	-	-	-		
115		GENERAL FUND	COURT	001.130.515.91.43	Travel & Training	90	-	-	-		
116	ADULT MISDEMEANOR	GENERAL FUND	COURT						-		
117		GENERAL FUND	COURT	001.130.515.93.10	Salaries & Wages	208,599	150,307	211,420	318,442		
118		GENERAL FUND	COURT	001.130.515.93.20	Personnel Benefits	86,934	67,147	81,986	132,717		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
119		GENERAL FUND	COURT	001.130.515.93.31	Office & Operating Supplies	679	255	600	400		
120		GENERAL FUND	COURT	001.130.515.93.40	Interfund Services	9,159	7,741	10,321	8,582		
121		GENERAL FUND	COURT	001.130.515.93.41	Professional Services	32,929	48,834	65,095	96,329		
122		GENERAL FUND	COURT							7,200	Jail Arraignments and Rightings- Contract with Mountain Law (\$800*9 months)
123		GENERAL FUND	COURT							83,000	Conflict & Overflow Attorneys (820 hours @ \$100/hr.), Investigator & Social Worker
124		GENERAL FUND	COURT							465	WA State Bar Association Dues
125		GENERAL FUND	COURT							300	WA Defender Association Dues
126		GENERAL FUND	COURT							300	Odyssey
127		GENERAL FUND	COURT							150	Skagit County Bar Association
128		GENERAL FUND	COURT							974	Defender Data Case Management System
129		GENERAL FUND	COURT							270	WA Assoc of Criminal Defense Lawyers Dues
130		GENERAL FUND	COURT							3,571	Westlaw Research Library
131		GENERAL FUND	COURT							100	Language Line Services
132		GENERAL FUND	COURT	001.130.515.93.42	Communication	790	(184)	1,700	1,000		Postage, smart phone
133		GENERAL FUND	COURT	001.130.515.93.43	Travel & Training	560	223	3,000	3,000		Continuing Education (1.5 attorneys)
134	TOTAL		COURT			922,561	705,096	943,020	1,177,405		
135	ARTERIAL STREET CONSTRUCTION	ARTERIAL CONSTRUCTION	ENGINEERING						-		
136	ENGINEERING PLANS & SERVICES	ARTERIAL CONSTRUCTION	ENGINEERING						-		
137	TRAFFIC CONTROL DEVICES	ARTERIAL CONSTRUCTION	ENGINEERING						-		
138		ARTERIAL CONSTRUCTION	ENGINEERING	105.712.595.64.63	Other Improvements	-	-	-	-		
139	CONSTRUCTION ADMINISTRATION & O	ARTERIAL CONSTRUCTION	ENGINEERING			-	-	-	-		
140		ARTERIAL CONSTRUCTION	ENGINEERING	105.712.595.90.10	Salaries & Wages	91,945	79,436	100,505	102,428		595.90 - Const Admin
141		ARTERIAL CONSTRUCTION	ENGINEERING	105.712.595.90.12	Overtime	1,573	125	3,000	4,339		
142		ARTERIAL CONSTRUCTION	ENGINEERING	105.712.595.90.20	Personnel Benefits	38,661	32,955	43,149	46,864		
143		ARTERIAL CONSTRUCTION	ENGINEERING	105.712.595.90.43	Travel & Training	1,417	135	1,000	1,000		
144	ADMINISTRATION	GENERAL FUND	ENGINEERING						-		
145	MANAGEMENT	GENERAL FUND	ENGINEERING						-		
146	ENGINEERING PLANS & SERVICES	GENERAL FUND	ENGINEERING						-		
147		GENERAL FUND	ENGINEERING	001.712.542.10.10	Salaries & Wages	-	-	-	-		
148		GENERAL FUND	ENGINEERING	001.712.542.10.20	Personnel Benefits	-	-	-	-		
149		GENERAL FUND	ENGINEERING	001.712.542.10.41	Professional Services	12,105	72,264	-	-		
150	MANAGEMENT	GENERAL FUND	ENGINEERING						-		
151		GENERAL FUND	ENGINEERING	001.712.543.10.40	Interfund Services	83,183	63,020	87,338	87,981		
152		GENERAL FUND	ENGINEERING	001.712.543.10.41	Professional Services	-	-	-	-		
153		GENERAL FUND	ENGINEERING	001.712.543.10.43	Travel & Training	1,689	-	-	-		
154	GENERAL SERVICES	GENERAL FUND	ENGINEERING						-		
155		GENERAL FUND	ENGINEERING	001.712.543.30.10	Salaries & Wages	-	-	-	-		
156		GENERAL FUND	ENGINEERING	001.712.543.30.12	Overtime	-	-	-	-		
157		GENERAL FUND	ENGINEERING	001.712.543.30.20	Personnel Benefits	-	-	-	-		
158		GENERAL FUND	ENGINEERING	001.712.543.30.31	Office & Operating Supplies	4,890	1,677	-	2,500		
159		GENERAL FUND	ENGINEERING	001.712.543.30.41	Professional Services	-	-	-	-		
160		GENERAL FUND	ENGINEERING	001.712.543.30.42	Communication	9,262	225	-	500		Cell Phones
161		GENERAL FUND	ENGINEERING	001.712.543.30.43	Travel & Training	500	-	-	-		
162		GENERAL FUND	ENGINEERING	001.712.543.30.45	Operating Rentals & Leases	-	-	-	-		
163	ENGINEERING PLANS & SERVICES	SEWER	ENGINEERING						-		
164	PENSION & OTHER BENEFIT PAYMENTS	SEWER	ENGINEERING						-		
165		SEWER	ENGINEERING	440.712.535.00.10	Salaries & Wages	260,466	230,453	407,544	275,417		
166		SEWER	ENGINEERING	440.712.535.00.12	Overtime	4,124	958	5,000	6,769		
167		SEWER	ENGINEERING	440.712.535.00.20	Personnel Benefits	144,191	104,823	183,096	117,816		
168		SEWER	ENGINEERING	440.712.535.00.40	Interfund Services	459,960	382,953	368,008	521,914		
169		SEWER	ENGINEERING	440.712.535.00.41	Professional Services	7,464	10,302	25,000	25,000		
170		SEWER	ENGINEERING	440.712.535.00.42	Communication	1,333	1,316	5,000	5,000		
171		SEWER	ENGINEERING	440.712.535.00.43	Travel & Training	2,743	4,470	5,000	5,000		
172	ENGINEERING PLANS & SERVICES	STORM DRAINAGE	ENGINEERING						-		
173		STORM DRAINAGE	ENGINEERING	445.712.531.00.10	Salaries & Wages	355,754	264,390	342,351	451,622		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
174		STORM DRAINAGE	ENGINEERING	445.712.531.00.12	Overtime	5,498	322	14,000	8,564		
175		STORM DRAINAGE	ENGINEERING	445.712.531.00.20	Personnel Benefits	144,584	114,083	159,160	203,572		
176		STORM DRAINAGE	ENGINEERING	445.712.531.00.41	Professional Services	-	-	25,000	50,000		
177		STORM DRAINAGE	ENGINEERING	445.712.531.00.42	Communication	1,305	1,269	5,000	1,000		
178		STORM DRAINAGE	ENGINEERING	445.712.531.00.43	Travel & Training	1,716	5,489	5,000	5,000		
179		STORM DRAINAGE	ENGINEERING	445.712.594.32.63	Other Improvements	-	171,026	130,000	130,000		
180	ENGINEERING PLANS & SERVICES	STREET	ENGINEERING						-		
181	ENGINEERING	STREET	ENGINEERING						-		
182		STREET	ENGINEERING	104.712.542.10.10	Salaries & Wages	74,911	70,400	99,688	103,587		
183		STREET	ENGINEERING	104.712.542.10.12	Overtime	313	7	1,000	2,544		
184		STREET	ENGINEERING	104.712.542.10.20	Personnel Benefits	32,912	30,541	45,356	45,923		
185		STREET	ENGINEERING	104.712.542.10.41	Professional Services	27,684	43,983	112,062	112,000		
186		STREET	ENGINEERING							7,062	GIS Mapping
187		STREET	ENGINEERING							10,000	Cartegraph - Asset Management
188		STREET	ENGINEERING							94,938	Other?
189		STREET	ENGINEERING	104.712.542.10.43	Travel & Training	-	-	-			
190	WATER UTILITIES	WATER	ENGINEERING								
191	ENGINEERING PLANS & SERVICES	WATER	ENGINEERING								
192		WATER	ENGINEERING	401.712.534.00.10	Salaries & Wages	289,898	182,697	341,982	356,813		
193		WATER	ENGINEERING	401.712.534.00.12	Overtime	4,924	598	9,000	4,861		
194		WATER	ENGINEERING	401.712.534.00.20	Personnel Benefits	117,369	73,848	152,104	155,158		
195		WATER	ENGINEERING	401.712.534.00.31	Office & Operating Supplies	18	-	-	-		
196		WATER	ENGINEERING	401.712.534.00.41	Professional Services	40,255	39,908	77,976	75,000		
197		WATER	ENGINEERING							14,125	GIS Mapping
198		WATER	ENGINEERING							21,000	Cartegraph - Asset Management
199		WATER	ENGINEERING							7,500	Aerial Mapping
200		WATER	ENGINEERING							15,000	GIS Contract Management
201		WATER	ENGINEERING							10,000	Travel & Training for GIS-Asset Management
202		WATER	ENGINEERING							2,500	Summer help
203		WATER	ENGINEERING							4,875	Other
204		WATER	ENGINEERING	401.712.534.00.42	Communication	1,267	1,094	5,000	1,500		
205		WATER	ENGINEERING	401.712.534.00.43	Travel & Training	3,818	9,272	15,000	15,000		
206	TOTAL		ENGINEERING			2,227,730	1,994,037	2,773,319	2,924,673		
207	EXECUTIVE OFFICE	GENERAL FUND	EXECUTIVE						-		
208		GENERAL FUND	EXECUTIVE	001.120.513.10.10	Salaries & Wages	163,803	127,867	178,495	176,529		
209		GENERAL FUND	EXECUTIVE	001.120.513.10.20	Personnel Benefits	56,073	43,106	48,564	60,045		
210		GENERAL FUND	EXECUTIVE	001.120.513.10.31	Office & Operating Supplies	3,800	2,850	3,000	3,000		Typical office supplies
211		GENERAL FUND	EXECUTIVE	001.120.513.10.40	Interfund Services	17,593	13,477	17,970	17,823		
212		GENERAL FUND	EXECUTIVE	001.120.513.10.41	Professional Services	7,250	5,257	7,000	7,000		Subscriptions, retreats, on site training
213		GENERAL FUND	EXECUTIVE	001.120.513.10.42	Communication	2,548	461	1,300	1,200		Cell phone
214		GENERAL FUND	EXECUTIVE	001.120.513.10.43	Travel & Training	7,039	3,502	7,000	3,000		Chamber, Sister City Dues; Mayor Travel and Training
215	TOTAL		EXECUTIVE			258,106	196,520	263,329	268,597		
216	MUNICIPAL/COMMUNITY BUILDINGS	GENERAL FUND	FACILITIES			-	-	-	-		
217	MAINTENANCE/SECURITY/INSURANCE	GENERAL FUND	FACILITIES						-		
218		GENERAL FUND	FACILITIES	001.713.518.30.10	Salaries & Wages	186,087	115,949	181,060	145,486		Facilities - General Fund
219		GENERAL FUND	FACILITIES	001.713.518.30.12	Overtime	3,928	1,090	-	-		
220		GENERAL FUND	FACILITIES	001.713.518.30.20	Personnel Benefits	71,609	45,908	63,166	57,204		
221		GENERAL FUND	FACILITIES	001.713.518.30.31	Office & Operating Supplies	22,179	21,234	17,000	25,000		Increase tools and furniture, need additional tools in 2024 to outfit new hire. Janitorial/ consumables- Parks, Library, Fire, PD, Ops, ASAC, City Hall
222		GENERAL FUND	FACILITIES	001.713.518.30.40	Interfund Services	32,483	37,087	51,468	41,732		
223		GENERAL FUND	FACILITIES	001.713.518.30.41	Professional Services	199,012	40,574	40,000	40,000		CFP has itemized list of investment in facilities, by facility. Siemens Contract \$26K a year. 3 buildings-City Hall, PD, Library. Add \$20K
224		GENERAL FUND	FACILITIES	001.713.518.30.42	Communication	2,232	(1,021)	750	750		
225		GENERAL FUND	FACILITIES	001.713.518.30.43	Travel & Training	1,088	920	5,400	3,000		New employee new training needed. (Misc. emergent training, weed spray certifications, siemens hvac program)

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
226		GENERAL FUND	FACILITIES	001.713.518.30.46	Insurance	12,827	24,532	12,271	26,495		
227		GENERAL FUND	FACILITIES	001.713.518.30.47	Utility Services	41,392	30,924	44,000	44,000		Estimated and up 12% as per S/H
228		GENERAL FUND	FACILITIES	001.713.518.30.48	Repairs & Maintenance	358,156	212,231	50,000	20,000		
229		GENERAL FUND	FACILITIES	001.713.594.53.63	Other Improvements		-	350,000	280,000		
230		GENERAL FUND	FACILITIES							250,000	This line item is for emergent needs and services performed in house. (non utility facilities for all of their repair and maintenance needs IE hvac, plumbing, small electrical, lightbulbs and all emergent needs)
231		GENERAL FUND	FACILITIES							30,000	City Hall Seagull Mitigation
232		GENERAL FUND	FACILITIES	001.713.594.53.64	Machinery & Equipment		-	490,000	430,000		
233		GENERAL FUND	FACILITIES							75,000	Facilities - Library A/C Air Handler
234		GENERAL FUND	FACILITIES							85,000	Facilities- Maintenance Vehicle
235		GENERAL FUND	FACILITIES							80,000	City Facility Condition Assessment (80K split with utilities)
236		GENERAL FUND	FACILITIES							160,000	Facilities- Police/Court HVAC Rebuild/Replace
237		GENERAL FUND	FACILITIES							30,000	Facilities- PD Server Room A/C
238	CONSERVATION	GENERAL FUND	FACILITIES			-	-	-			
239		GENERAL FUND	FACILITIES	001.713.594.53.62	Buildings & Structures (Acquisition, Con	-	19,853	25,000	25,000		Sr Ctr Windows
240	TOTAL		FACILITIES			930,994	549,281	1,330,115	1,138,667		
241	COMMUNICATION SERVICES	GENERAL FUND	FIBER			-	-	-	-		
242	TELEVISION/CABLE UTILITIES	GENERAL FUND	FIBER						-		
243		GENERAL FUND	FIBER	001.260.532.10.10	Salaries & Wages	436,940	329,678	467,576	484,625		SPEAK WITH EMILY PRIOR TO FINALIZING NOTE: ~\$325k of Field Technician wages will be posted to 001.260.594.32.63
244		GENERAL FUND	FIBER	001.260.532.10.12	Overtime	10,042	8,055	12,000	20,000		Emergent issues response
245		GENERAL FUND	FIBER	001.260.532.10.20	Personnel Benefits	168,698	144,401	365,438	319,639		
246		GENERAL FUND	FIBER	001.260.532.10.31	Office & Operating Supplies	5,851	5,865	8,150	7,933		
247		GENERAL FUND	FIBER							2,000	Office supplies
248		GENERAL FUND	FIBER							870	Shirts
249		GENERAL FUND	FIBER							392	Jackets
250		GENERAL FUND	FIBER							1,200	Work boots
251		GENERAL FUND	FIBER							218	Hats
252		GENERAL FUND	FIBER							131	Work gloves
253		GENERAL FUND	FIBER							500	Hardhats & safety vests
254		GENERAL FUND	FIBER							250	Racks, totes for inventory storage
255		GENERAL FUND	FIBER							500	Jumpers for remote cabinets & Fiber equipment room
256		GENERAL FUND	FIBER							250	Cable management
257		GENERAL FUND	FIBER							272	Electric tape
258		GENERAL FUND	FIBER							250	Fuel for Dingo & generator
259		GENERAL FUND	FIBER							100	Lubricants for Dingo & generator
260		GENERAL FUND	FIBER							1,000	Miscellaneous charges allocated to fiber
261		GENERAL FUND	FIBER	001.260.532.10.35	Small Tools and Minor Equipment	15,066	9,481	10,000	10,453		
262		GENERAL FUND	FIBER							500	Fusion splicer maintenance
263		GENERAL FUND	FIBER							500	OTDR maintenance
264		GENERAL FUND	FIBER							2,000	portable compressor
265		GENERAL FUND	FIBER							1,000	shovels, spades, rakes
266		GENERAL FUND	FIBER							1,000	hand tools, drill bits
267		GENERAL FUND	FIBER							2,000	power tools
268		GENERAL FUND	FIBER							653	fish tape for pulling cable
269		GENERAL FUND	FIBER							800	paint for locates marking
270		GENERAL FUND	FIBER							2,000	office equipment
271		GENERAL FUND	FIBER	001.260.532.10.40	Interfund Services	137,670	115,887	162,638	165,154		interfund
272		GENERAL FUND	FIBER	001.260.532.10.41	Professional Services	274,181	247,016	340,679	401,644		
273		GENERAL FUND	FIBER							153,253	NoaNet NOC services
274		GENERAL FUND	FIBER							42,272	Internet access, Cogent DIA (10 Gbps)
275		GENERAL FUND	FIBER							41,400	Internet access, NoaNet DIA (12 Gbps)
276		GENERAL FUND	FIBER							6,000	Internet access NoaNet DIA (>12 Gbps)
277		GENERAL FUND	FIBER							1,111	Backdoor network access, Comcast business class
278		GENERAL FUND	FIBER							2,100	Dark fiber, Mount Vernon for Island Hospital

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
279		GENERAL FUND	FIBER							2,100	Dark fiber, Mount Vernon fiber A for 100 Gbps trunk
280		GENERAL FUND	FIBER							2,100	Dark fiber, Mount Vernon fiber B for 100 Gbps trunk
281		GENERAL FUND	FIBER							2,196	Dark fiber, Burlington fiber A for 100 Gbps trunk
282		GENERAL FUND	FIBER							2,196	Dark fiber, Burlington fiber B for 100 Gbps trunk
283		GENERAL FUND	FIBER							1,200	Rack space, Burlington
284		GENERAL FUND	FIBER							40,235	Nokia equipment licenses, maintenance, support
285		GENERAL FUND	FIBER							1,031	Ciena maintenance
286		GENERAL FUND	FIBER							1,261	Ciena support
287		GENERAL FUND	FIBER							13,170	Nokia Corteca license
288		GENERAL FUND	FIBER							1,070	Red Hat Linux maintenance
289		GENERAL FUND	FIBER							3,300	VantagePoint, CALEA support
290		GENERAL FUND	FIBER							2,465	DC battery maintenance
291		GENERAL FUND	FIBER							4,923	GIS costs allocated to Fiber
292		GENERAL FUND	FIBER							14,623	Cartegraph costs allocated to Fiber
293		GENERAL FUND	FIBER							3,079	Laserfiche costs allocated to Fiber
294		GENERAL FUND	FIBER							731	Polco public engagement software
295		GENERAL FUND	FIBER							1,000	CivicClerk LDAP
296		GENERAL FUND	FIBER							25,000	OSPIinsight & Network Manager Telecom licenses
297		GENERAL FUND	FIBER							9,352	Pole attachments, Puget Sound Energy
298		GENERAL FUND	FIBER							255	Pole attachments, Ziply Fiber
299		GENERAL FUND	FIBER							5,000	Emergency outside plant repairs
300		GENERAL FUND	FIBER							236	Dell expense shared among CoA utilities
301		GENERAL FUND	FIBER							2,700	Advertising, Google Ads
302		GENERAL FUND	FIBER							600	Advertising, Facebook
303		GENERAL FUND	FIBER							1,500	Advertising, Anacortes Chamber of Commerce directory
304		GENERAL FUND	FIBER							11,685	DxTel marketing library subscription
305		GENERAL FUND	FIBER							1,000	ARIN annual fee
306		GENERAL FUND	FIBER							1,500	NoaNet Affiliate dues
307		GENERAL FUND	FIBER	001.260.532.10.42	Communication	5,372	381	5,940	6,199		
308		GENERAL FUND	FIBER							5,589	9 cell phones @ \$51.75 per month
309		GENERAL FUND	FIBER							360	10 hotspots @ \$3.00 per month
310		GENERAL FUND	FIBER							250	Miscellaneous postage & shipping
311		GENERAL FUND	FIBER	001.260.532.10.43	Travel & Training	9,306	1,182	14,000	16,406		
312		GENERAL FUND	FIBER							3,000	Training, Nokia
313		GENERAL FUND	FIBER							3,000	Training, Wi-Fi
314		GENERAL FUND	FIBER							5,000	Training, fusion splicing
315		GENERAL FUND	FIBER							1,500	Training, OTDR overview
316		GENERAL FUND	FIBER							1,500	Training, OTDR in-depth
317		GENERAL FUND	FIBER							906	Training, flagger re-certifications
318		GENERAL FUND	FIBER							1,500	Travel & registrations, regional association meetings
319		GENERAL FUND	FIBER	001.260.532.10.44	Taxes & Operating Assesments	25,268	20,538	30,380	52,412		
320		GENERAL FUND	FIBER							508	WA B&O on Ethernet, dark fiber, installs (0.471%)
321		GENERAL FUND	FIBER							39,467	WA B&O on Internet & static IP addresses (1.75%)
322		GENERAL FUND	FIBER							9,489	WA sales tax on Ethernet, dark fiber, installs (8.8%)
323		GENERAL FUND	FIBER							1,782	WA leasehold excise tax on dark fiber (12.84%)
324		GENERAL FUND	FIBER							1,166	Skagit County telecom franchise fee (6%)
325		GENERAL FUND	FIBER	001.260.532.10.45	Operating rentals and leases	-	-	-	-		
326		GENERAL FUND	FIBER	001.260.532.10.46	Insurance	115	180	127	194		
327		GENERAL FUND	FIBER	001.260.532.10.47	Utility Services	2,278	1,752	2,416	2,416		Solid Waste Charges at Ops Facility
328		GENERAL FUND	FIBER	001.260.592.32.80	Interest Cost	39,375	-	19,868	-		Debt service on bond
329	CAPITAL EXPENDITURES/EXPENSES	GENERAL FUND	FIBER	001.260.594					-		
330		GENERAL FUND	FIBER	001.260.594.32.63	Other Improvements	3,175,433	2,701,360	4,000,165	1,791,678		NOTE: CFP includes ~\$325k of Field Technician wages Shown Below
331		GENERAL FUND	FIBER							1,217,828	SummitX contract, EDA backbone construction, NoaNet support
332		GENERAL FUND	FIBER							325,017	COA labor
333		GENERAL FUND	FIBER							143,833	Materials
334		GENERAL FUND	FIBER							45,000	NoaNet Support

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
335		GENERAL FUND	FIBER							35,000	Material for developers
336		GENERAL FUND	FIBER							25,000	Ad hoc backbone construction
337	CAPITAL EXPENDITURES/EXPENSES	GENERAL FUND	FIBER	001.260.594.32.64	Machinery & Equipment	33,863	98,387	50,000	58,970		
338		GENERAL FUND	FIBER							32,640	Single port ONTs
339		GENERAL FUND	FIBER							26,330	Beacons
340	TOTAL		FIBER			4,339,457	3,684,165	5,489,377	3,337,723		
341	FINANCIAL SERVICES	GENERAL FUND	FINANCE						-		
342		GENERAL FUND	FINANCE	001.210.514.20.10	Salaries & Wages	506,456	424,520	596,200	677,236		
343		GENERAL FUND	FINANCE	001.210.514.20.12	Overtime	-	-	-	-		
344		GENERAL FUND	FINANCE	001.210.514.20.20	Personnel Benefits	206,326	161,824	219,097	245,287		
345		GENERAL FUND	FINANCE	001.210.514.20.31	Office & Operating Supplies	5,131	11,723	14,000	14,000		City Hall Paper and Envelopes, Fin Dept misc. supplies
346		GENERAL FUND	FINANCE	001.210.514.20.40	Interfund Services	45,359	37,030	40,160	49,871		
347		GENERAL FUND	FINANCE	001.210.514.20.41	Professional Services	111,874	39,130	60,000	731,650		
348		GENERAL FUND	FINANCE							60,000	State audit fees
349		GENERAL FUND	FINANCE							671,650	ERP implementation
350		GENERAL FUND	FINANCE	001.210.514.20.42	Communication	11,936	8,004	15,000	14,000		City main line, mailing machine, postage meter
351		GENERAL FUND	FINANCE	001.210.514.20.43	Travel & Training	5,889	3,093	5,500	5,500		2 WPTA, 2 WFOA, ad hoc classes as available
352		GENERAL FUND	FINANCE	001.210.514.20.44	Taxes & Operating Assessments	(18)	(996)	-	-		
353		GENERAL FUND	FINANCE	001.210.514.20.45	Operating Rentals & Leases	-	-	-	-		
354		GENERAL FUND	FINANCE	001.210.514.20.46	Insurance	-	1,230	-	-		
355		GENERAL FUND	FINANCE	001.210.514.20.48	Repairs & Maintenance	-	-	-	-		
356		GENERAL FUND	FINANCE	001.210.514.20.49	Miscellaneous	2,798	-	-	-		
357	TRANSFERS-OUT	GENERAL FUND	FINANCE						-		
358		GENERAL FUND	FINANCE	001.210.597.00.00	Fund Balances, Nonexpenditures & Transfe	-	-	-	-		
359	TOTAL		FINANCE			895,751	685,558	949,957	1,737,545		
360	AMBULANCE SERVICE FUND	EMS	FIRE						-		
361	FIREMEN'S PENSION FUND	FIREMEN'S PENSION	FIRE						-		
362	MEDIC/FIRE DEPARTMENT	FIREMEN'S PENSION	FIRE						-		
363	PENSION & OTHER BENEFIT PAYMENTS	FIREMEN'S PENSION	FIRE						-		
364		FIREMEN'S PENSION	FIRE	611.320.517.20.20	Personnel Benefits	41,411	26,845	25,000	27,000		pre leoff firefighter retirement
365	ADMINISTRATION	FIREMEN'S PENSION	FIRE						-		
366		FIREMEN'S PENSION	FIRE	611.320.522.10.41	Professional Services	3,600	-	12,000	3,600		Non actuarial year data update
367	PARAMEDIC DONATION FUND	FIREMEN'S PENSION	FIRE			-	-	-	-		
368	MEDIC/FIRE DEPARTMENT	GENERAL FUND	FIRE			-	-	-	-		
369	PENSION & OTHER BENEFIT PAYMENTS	GENERAL FUND	FIRE						-		
370		GENERAL FUND	FIRE	001.320.517.20.20	Personnel Benefits	56,785	37,699	85,045	36,425		
371	ADMINISTRATION	GENERAL FUND	FIRE						-		
372		GENERAL FUND	FIRE	001.320.522.10.10	Salaries & Wages	141,840	120,139	162,470	171,691		Administrative Suppression
373		GENERAL FUND	FIRE	001.320.522.10.12	Overtime	323	-	-	-		
374		GENERAL FUND	FIRE	001.320.522.10.20	Personnel Benefits	44,181	37,672	58,180	53,633		
375		GENERAL FUND	FIRE	001.320.522.10.35	Small Tools (Portable Radios)	-	-	-	50,000		Portable radio replacement program
376		GENERAL FUND	FIRE	001.320.522.10.31	Office & Operating Supplies	111,354	102,277	150,000	50,000		Office Supplies, Awards, Pride-in-Service, Chaplains, Coffee, Printing
377		GENERAL FUND	FIRE	001.320.522.10.40	Interfund Services	37,121	33,547	44,730	42,781		Computers, Copier, IT Charges for Data Connections
378		GENERAL FUND	FIRE	001.320.522.10.41	Professional Services	184,376	59,555	100,000	80,000		DNR, Software, alarm monitoring, online subscriptions/software, cleaning, pest control, testing and maintenance services.
379		GENERAL FUND	FIRE	001.320.522.10.42	Communication	27,848	22,246	25,000	30,000		Cell Phones, Spillman, Radio Infrastructure, Net Motion
380		GENERAL FUND	FIRE	001.320.522.10.44	Taxes & Operating Assessments	1,332	1,075	1,000	1,000		
381		GENERAL FUND	FIRE	001.320.522.10.46	Insurance liability	8,334	9,754	9,754	8,060		
382	ADMINISTRATION AMBULANCE	GENERAL FUND	FIRE						-		
383		GENERAL FUND	FIRE	001.320.522.11.10	Salaries & Wages	190,166	180,101	162,470	258,308		EMS administration
384		GENERAL FUND	FIRE	001.320.522.11.12	Overtime	323	-	-	-		
385		GENERAL FUND	FIRE	001.320.522.11.20	Personnel Benefits	56,093	46,710	58,180	76,478		
386		GENERAL FUND	FIRE	001.320.522.11.35	Small Tools (Health & Fitness Program)	-	-	-	15,000		Gym Equipment, etc.
387		GENERAL FUND	FIRE	001.320.522.11.41	Professional Services (Health & Fitness Program)	-	-	-	7,500		CA screening, online subscriptions, equipment maintenance.

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
388	FIRE SUPPRESSION & EMERGENCY ME	GENERAL FUND	FIRE						-		
389		GENERAL FUND	FIRE	001.320.522.20.10	Salaries & Wages	500,099	433,355	617,008	540,908		.20 Suppression. Revised to more accurate actuals, from 45.10
390		GENERAL FUND	FIRE	001.320.522.20.12	Overtime	83,512	77,711	76,000	62,500		20% of operational OT
391		GENERAL FUND	FIRE	001.320.522.20.14	Salaries & Wages - Volunteers	2,277	1,388	15,000	15,000		Volunteer suppression
392		GENERAL FUND	FIRE	001.320.522.20.20	Personnel Benefits	176,973	168,874	227,769	204,938		
393		GENERAL FUND	FIRE	001.320.522.20.31	Office and Operating Supplies (Uniforms & PPE)		-	-	90,000		PPE and Uniforms
394		GENERAL FUND	FIRE	001.320.522.20.35	Small Tools & Minor Equipment	42,725	48,411	136,000	42,000		Suppression tools and equipment
395	FIRE PREVENTION & INVESTIGATION	GENERAL FUND	FIRE						-		
396		GENERAL FUND	FIRE	001.320.522.30.10	Salaries & Wages	82,468	63,163	121,737	95,571		.30 Prevention
397		GENERAL FUND	FIRE	001.320.522.30.12	Overtime	10,439	9,714	9,500	-		SUGGEST ZERO HERE
398		GENERAL FUND	FIRE	001.320.522.30.14	Salaries & Wages - Volunteers	2,277	1,388	-	503		SUGGEST ZERO HERE
399		GENERAL FUND	FIRE	001.320.522.30.20	Personnel Benefits	26,492	23,321	43,088	34,473		
400		GENERAL FUND	FIRE	001.320.522.30.31	Public Education Supplies				5,000		pub ed supplies
401	TRAINING OBTAINED BY EMPLOYEES	GENERAL FUND	FIRE						-		
402		GENERAL FUND	FIRE	001.320.522.45.10	Salaries & Wages	113,034	96,960	132,897	64,569		.45 Training
403		GENERAL FUND	FIRE	001.320.522.45.12	Overtime	10,439	9,714	9,500	187,500		Fire/Rescue/EMS Training OT
404		GENERAL FUND	FIRE	001.320.522.45.14	Salaries & Wages - Volunteers	15,942	9,719	-	-		
405		GENERAL FUND	FIRE	001.320.522.45.20	Personnel Benefits	40,260	36,179	56,877	21,996		
406		GENERAL FUND	FIRE	001.320.522.45.43	Travel & Training	95,335	72,807	75,000	87,000		All training tuition, supplies and travel expenses
407	STATION 1	GENERAL FUND	FIRE						-		
408		GENERAL FUND	FIRE	001.320.522.50.31	Office & Operating Supplies	6,001	6,647	5,500	12,000		.50 Facilities. Storage solutions, Linens, furniture
409	STATION 2	GENERAL FUND	FIRE	001.320.522.50.45	Operating Rentals & Leases	(96)	2,811	5,000	5,000		Marne 29 slip
410		GENERAL FUND	FIRE	001.320.522.50.46	Insurance building	2,516	5,961	-	6,146		
411	STATION 3	GENERAL FUND	FIRE	001.320.522.50.47	Utility Services	34,869	28,607	41,000	41,000		combined.
412		GENERAL FUND	FIRE	001.320.522.50.48	Repairs & Maintenance	3,016	-	8,000	5,000		Minor in-house repairs and maintenance
413	TRAINING FACILITY	GENERAL FUND	FIRE						-		
414		GENERAL FUND	FIRE	001.320.522.54.31	Office & Operating Supplies	-	2,281	7,500	7,500		.54 Training Facility. Live Fire Training Facility Supplies
415	VEHICLES & EQUIPMENT MAINTENANC	GENERAL FUND	FIRE						-		
416		GENERAL FUND	FIRE	001.320.522.60.40	Interfund Services	278,996	216,209	324,313	502,732		Apparatus Maintenance
417	AMBULANCE SERVICES	GENERAL FUND	FIRE			-	-	-	-		
418		GENERAL FUND	FIRE	001.320.522.70.10	Salaries & Wages	2,432,150	2,180,804	3,036,756	3,580,509		
419		GENERAL FUND	FIRE	001.320.522.70.12	Overtime	419,615	388,553	380,000	250,000		80% of operational OT
420		GENERAL FUND	FIRE	001.320.522.70.14	Salaries & Wages - Volunteers	36,439	22,216	60,000	60,000		
421		GENERAL FUND	FIRE	001.320.522.70.20	Personnel Benefits	848,364	849,147	1,113,597	1,346,006		
422		GENERAL FUND	FIRE	001.320.522.70.31	Office & Operating Supplies	278,545	113,674	125,000	155,000		EMS expendable supplies, CPR Instruction supplies
423		GENERAL FUND	FIRE	001.320.522.70.35	Small Tools & Minor Equipment	-	75,568	65,000	66,000		Zoll Monitors, AEDs, ventilators, VL, Airway Kits, RTF armor
424		GENERAL FUND	FIRE	001.320.522.70.40	Interfund Services	221,505	161,946	230,323	238,706		
425		GENERAL FUND	FIRE	001.320.522.70.41	Professional Services	84,425	53,729	120,000	90,000		EMS service and maintenance contracts, online programs, alerting systems
426		GENERAL FUND	FIRE	001.320.522.70.42	Communication	45,891	36,132	45,000	45,000		Cell Phones, Spillman, Radio Infrastructure, Net Motion
427		GENERAL FUND	FIRE	001.320.522.70.43	Travel & Training	12,555	8,330	15,000	-		Added to 45.43
428		GENERAL FUND	FIRE	001.320.522.70.46	Insurance liability	-	-	-	-		
429		GENERAL FUND	FIRE	001.320.522.70.48	Repairs & Maintenance	27,268	-	-	-		
430		GENERAL FUND	FIRE	001.320.522.70.49	Write offs	1,125,313	739,781	1,216,204	1,185,799		
431		GENERAL FUND	FIRE	001.320.522.71.31	Office and Operating Supplies (Medications)	-	-	-	20,000		EMS Medications
432		GENERAL FUND	FIRE	001.320.522.71.35	Small Tools (Technical Rescue)	-	-	-	30,000		Technical Rescue equipment (high angle, confined space, water)
433		GENERAL FUND	FIRE	001.320.522.71.49	Write offs GEMT	195,895	95,774	279,998	223,998		
434	DISASTER PREPAREDNESS	GENERAL FUND	FIRE						-		
435		GENERAL FUND	FIRE	001.320.525.60.31	Office & Operating Supplies	1,008	-	2,000	2,000		.60 Disaster Mgmt. Materials for CERT classes, CERT Trailer Supplies, EOC Supplies
436		GENERAL FUND	FIRE	001.320.525.60.35	Small Tools & Minor Equipment	1,006	-	1,000	1,000		EOC Equipment
437		GENERAL FUND	FIRE	001.320.525.60.40	Interfund Services	16,802	21,812	29,083	27,244		IT charges for EOC Data Connections
438		GENERAL FUND	FIRE	001.320.525.60.41	Professional Services	76,139	65,488	82,000	100,000		DEM, Disaster Planning, Disaster Consulting
439		GENERAL FUND	FIRE	001.320.525.60.43	Travel & Training	-	-	2,000	2,000		Emergency Operations Training, Emergency Management Conferences
440	REDEMPTION OF LONG-TERM DEBT	GENERAL FUND	FIRE	001.320.591					-		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
441		GENERAL FUND	FIRE	001.320.591.22.70	Lease Principal Expense	4,837	-	-	-		
442		GENERAL FUND	FIRE	001.320.591.23.70	SBITA Principal Expense	7,917	-	-	-		
443		GENERAL FUND	FIRE	001.320.592.22.80	Lease & SBITA Interest Expense	39,741	-	-	-		
444	FIRE CONTROL	GENERAL FUND	FIRE			-	-	-	-		
445		GENERAL FUND	FIRE	001.320.594.22.62	Buildings & Structures (Acquisition, Con	1,827,697	1,360	-	350,000	350,000	Fire Station Upgrades
446	EMERGENCY SERVICES	GENERAL FUND	FIRE			-	-	-	-		
447		GENERAL FUND	FIRE	001.320.594.25.64	Machinery & Equipment	51,465	1,648,509	1,675,000	430,000		
448		GENERAL FUND	FIRE							350,000	Medic Unit Addition
449		GENERAL FUND	FIRE							80,000	Command Vehicle Addition
450	PARAMEDIC DONATION FUND	PARAMEDIC DONATION FUND	FIRE			-	-	-	-		
451	PARAMEDIC DONATION FUND	PARAMEDIC DONATION FUND	FIRE	621.000.597.00.00	Transfers out	-	-	-	-		
452	PARAMEDIC DONATION FUND	PARAMEDIC DONATION FUND	FIRE	621.320.594.22.64	Machinery & Equipment	-	-	-	-		
453	TOTAL		FIRE			10,187,242	8,455,665	11,283,479	11,146,075		
454	HUMAN RESOURCES DEPARTMENT	GENERAL FUND	HR						-		
455	OTHER EMPLOYEE BENEFIT PROGRAM	GENERAL FUND	HR						-		
456		GENERAL FUND	HR	001.230.517.90.20	Personnel Benefits	-	-	-	-		
457		GENERAL FUND	HR	001.230.517.90.31	Office & Operating Supplies	6,662	4,953	8,500	8,500		City Hall Breakroom Supplies; 2K included for Wellness program.
458		GENERAL FUND	HR	001.230.517.90.41	Professional Services	53,900	11,103	53,000	58,500		AWC Annual Membership Fees; AWC Workers Comp Retro/Drug & Alcohol Program; HSA and Flexible spending accounts participant fees; Holiday staff luncheon
459		GENERAL FUND	HR	001.230.517.90.43	Travel & Training	-	-	-	-		
460	PERSONNEL SERVICES	GENERAL FUND	HR						-		
461		GENERAL FUND	HR	001.230.518.10.10	Salaries & Wages	160,671	109,003	191,000	179,254		
462		GENERAL FUND	HR	001.230.518.10.12	Overtime	1,310	397	-	-		
463		GENERAL FUND	HR	001.230.518.10.20	Personnel Benefits	60,397	55,313	76,242	63,306		
464		GENERAL FUND	HR	001.230.518.10.31	Office & Operating Supplies	1,398	842	3,000	1,500		Copies, Shredding Services; HR office supplies
465		GENERAL FUND	HR	001.230.518.10.40	Interfund Services	11,928	14,757	10,463	8,522		
466		GENERAL FUND	HR	001.230.518.10.41	Professional Services	18,445	68,372	36,000	51,115		Neogov recruitment platform (\$21,115); Civic HR; Background investigations & Pre Employment Screening; New Hire Anti Harassment, Diversity, & Equity Training; Safety supplies; Recruitment; MSDS online database; Outside investigation services
467		GENERAL FUND	HR	001.230.518.10.42	Communication	625	180	1,500	1,000		2x\$40/mo. cell phone; postage
468		GENERAL FUND	HR	001.230.518.10.43	Travel & Training	2,851	2,165	22,500	20,000		3@1500; AWC Labor Relations, WAPELRA, AWC Retro, SIHRMA, First Aid/CPR, City Action Days, Wellness Forum, SHRM & HRCI membership/certification; Career Fairs
469		GENERAL FUND	HR	001.230.518.10.45	Operating Rentals & Leases	-	-	-	-		
470	POLICE LABOR RELATIONS	GENERAL FUND	HR						-		
471		GENERAL FUND	HR	001.230.518.11.10	Salaries & Wages	10,061	6,655	33,056	13,981		
472		GENERAL FUND	HR	001.230.518.11.20	Personnel Benefits	3,314	2,399	8,243	5,047		
473		GENERAL FUND	HR	001.230.518.11.41	Professional Services	1,125	10,284	16,000	16,000		Labor Relations Attorney (\$420/hr.)
474	FIRE LABOR RELATIONS	GENERAL FUND	HR						-		
475		GENERAL FUND	HR	001.230.518.12.10	Salaries & Wages	10,061	6,655	33,056	13,981		
476		GENERAL FUND	HR	001.230.518.12.20	Personnel Benefits	3,314	2,399	8,243	5,047		
477		GENERAL FUND	HR	001.230.518.12.41	Professional Services	-	205	8,000	28,000		Labor Relations Attorney (\$420/hr.)
478	OTHER LABOR RELATIONS	GENERAL FUND	HR						-		
479		GENERAL FUND	HR	001.230.518.13.10	Salaries & Wages	5,030	3,328	6,974	6,991		
480		GENERAL FUND	HR	001.230.518.13.20	Personnel Benefits	1,657	1,200	1,880	2,524		
481		GENERAL FUND	HR	001.230.518.13.41	Professional Services	8,789	-	5,350	10,000		Labor Relations Attorney (\$420/hr.)
482	RISK MANAGEMENT SERVICES	GENERAL FUND	HR						-		
483		GENERAL FUND	HR	001.230.518.60.46	Insurance	262	307	307	29,577		WA Cities Insurance Authority
484	POLICE CIVIL SERVICE	GENERAL FUND	HR						-		
485		GENERAL FUND	HR	001.230.521.10.10	Salaries & Wages	503	333	697	699		
486		GENERAL FUND	HR	001.230.521.10.20	Personnel Benefits	166	120	188	253		
487		GENERAL FUND	HR	001.230.521.10.41	Professional Services	2,700	10,750	22,000	6,548		Public Safety Testing \$1548; Civil Service Testing \$5000
488		GENERAL FUND	HR	001.230.521.10.43	Travel & Training	-	-	800	800		Civil Service Conference

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
489	FIRE CIVIL SERVICE	GENERAL FUND	HR			-	-	-	-		
490		GENERAL FUND	HR	001.230.522.10.10	Salaries & Wages	503	333	697	699		
491		GENERAL FUND	HR	001.230.522.10.20	Personnel Benefits	166	119	188	253		
492		GENERAL FUND	HR	001.230.522.10.41	Professional Services	1,479	17,659	27,000	6,548		Public Safety Testing \$1548; Civil Service Testing \$5000
493		GENERAL FUND	HR	001.230.522.10.43	Travel & Training	-	-	800	800		Civil Service Conference
494	TOTAL		HR			367,315	329,831	575,684	539,445		
495	INFORMATION TECHNOLOGY SERVICE	GENERAL FUND	IT						-		
496		GENERAL FUND	IT	001.220.518.80.10	Salaries & Wages	580,620	462,322	613,309	668,956		RECLASS OF ADMINISTRATORS MAY RESULT IN CHANGE IN THIS LINE ITEM
497		GENERAL FUND	IT	001.220.518.80.12	Overtime	609	-	-	-		
498		GENERAL FUND	IT	001.220.518.80.20	Personnel Benefits	223,534	179,320	240,928	234,942		
499		GENERAL FUND	IT	001.220.518.80.31	Office & Operating Supplies	8,939	4,665	8,500	8,500		Includes parts (hard drives, memory, screens, cables, adaptors) \$2k shifted from Repair and Maintenance.
500		GENERAL FUND	IT	001.220.518.80.35	Small Tools & Minor Equipment	142,012	121,025	121,278	159,270		Scheduled Device Replacements.
501		GENERAL FUND	IT							14,688	AIO (10)
502		GENERAL FUND	IT							1,578	laptop for Planning
503		GENERAL FUND	IT							11,870	Batteries (365)
504		GENERAL FUND	IT							7,616	Cameras (20)
505		GENERAL FUND	IT							28,397	Desktops (18)
506		GENERAL FUND	IT							2,176	Digital Projector (1)
507		GENERAL FUND	IT							1,578	iMac (1)
508		GENERAL FUND	IT							7,888	Laptops (5)
509		GENERAL FUND	IT							979	Monitors (6)
510		GENERAL FUND	IT							32,042	Network Switches (17)
511		GENERAL FUND	IT							9,248	Printers (2)
512		GENERAL FUND	IT							544	Scanner (1)
513		GENERAL FUND	IT							9,792	Servers (2)
514		GENERAL FUND	IT							2,067	Tablets (2)
515		GENERAL FUND	IT							3,862	TVs attached to computer (3)
516		GENERAL FUND	IT							13,600	Workstations (5)
517		GENERAL FUND	IT							5,440	Eng Workstation (1)
518		GENERAL FUND	IT							1,306	Hard Drives (multiple)
519		GENERAL FUND	IT							2,720	MDT (1)
520		GENERAL FUND	IT							1,880	Transceivers (multiple)
521		GENERAL FUND	IT	001.220.518.80.40	Interfund Services	5,135	7,502	11,252	13,839		
522		GENERAL FUND	IT	001.220.518.80.41	Professional Services	250,705	486,050	618,472	569,831		Software, Consulting Services, Managed Services, Support Maintenance Fees
523		GENERAL FUND	IT							9,000	Civic Plus Mass Notification System
524		GENERAL FUND	IT							38,324	Annual support and updates.
525		GENERAL FUND	IT							4,504	DocuSign licensing renewal
526		GENERAL FUND	IT							2,916	DocuSign, forms portal and JIS integration for Municipal Court
527		GENERAL FUND	IT							20,019	Annual fees for Adobe software (Acrobat, Premiere, InDesign, Photoshop, etc.)
528		GENERAL FUND	IT							7,616	Records archiving for social media websites (YouTube, Facebook, Instagram, Twitter, etc.)
529		GENERAL FUND	IT							30,464	Email Archiver, Spam Firewall, Fraud Protection, Email Encryption and Cloud to Cloud Backup for O365.
530		GENERAL FUND	IT							17,408	Multi-factor authentication software used for servers, VPN users, staff, vendors and consultants.
531		GENERAL FUND	IT							92,480	Annual renewal for support and maintenance fees for ERP and cashiering software.
532		GENERAL FUND	IT							2,285	Digital Faxing.
533		GENERAL FUND	IT							7,616	Web filtering security appliance that is vital to our cybersecurity posture.

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
534		GENERAL FUND	IT							20,128	Annual maintenance and support fees and hosting fees for City website and City Council agendas and minutes, SSL certificates and custom IdP authentication.
535		GENERAL FUND	IT							6,093	Internet service fees for WA Park and Enterprise backup.
536		GENERAL FUND	IT							4,026	IT Asset Tracking, monitoring, reporting and Help Desk
537		GENERAL FUND	IT							40,256	SOC Monitoring 24x7x365 of system and network traffic logs.
538		GENERAL FUND	IT							16,864	Azure Disaster and Recovery site.
539		GENERAL FUND	IT							125,120	Annual renewal of licensing for Microsoft Windows OS and O365.
540		GENERAL FUND	IT							1,741	Keypad/Door Access Cloud Software
541		GENERAL FUND	IT							544	Software support for informational monitors at City Hall, APD and Anacortes Municipal Court
542		GENERAL FUND	IT							38,080	Audit the City's cybersecurity posture to identify security gaps and vulnerabilities.
543		GENERAL FUND	IT							5,005	Security Awareness Training Subscription (1 yr.)
544		GENERAL FUND	IT							15,232	SIP lines and DID's for VoIP and eFax.
545		GENERAL FUND	IT							13,600	Anti-virus, anti-malware, anti-ransomware protection for desktops, laptops, servers and mobile devices.
546		GENERAL FUND	IT							3,264	Remote access software to support end users.
547		GENERAL FUND	IT							25,024	SMS text archiving for cell phones. Needed to comply with records retention and public records laws.
548		GENERAL FUND	IT							10,880	SEIM system that collects and stores sys logs for CJIS compliancy.
549		GENERAL FUND	IT							979	Standard Wildcard SSL Renewal for *.cityofanacortes.org
550		GENERAL FUND	IT							10,118	Annual subscription for maintenance and support fees for VOIP system. Support ends 12/2025.
551		GENERAL FUND	IT							245	Annual membership renewal for Association of Cities and Counties Information Systems.
552		GENERAL FUND	IT	001.220.518.80.42	Communication	6,158	3,377	5,600	5,600		Cell phones & hotspots (7 for division)
553		GENERAL FUND	IT	001.220.518.80.43	Travel & Training	7,532	6,820	10,500	10,500		7 employees @ \$1500
554		GENERAL FUND	IT	001.220.518.80.48	Repairs & Maintenance	4,965	1,065	6,000	6,000		Non warranty repairs to tablets, desktops, laptops and printers.
555		GENERAL FUND	IT	001.220.594.32.63	Other Improvements		-	150,000	-		
556		GENERAL FUND	IT	001.220.594.18.64	Machinery & Equipment	-	-	-	40,000		Mitel Phone System replacement
557	TOTAL		IT			1,230,209	1,272,146	1,785,839	1,717,438		
558	LEGAL DEPARTMENT	GENERAL FUND	LEGAL			-	-	-	-		
559	OFFICIAL PUBLICATION SERVICES	GENERAL FUND	LEGAL						-		
560		GENERAL FUND	LEGAL	001.250.511.30.41	Professional Services	6,863	1,656	20,000	20,000		Code Publishing
561	LEGAL SERVICES	GENERAL FUND	LEGAL			-	-	-	-		
562		GENERAL FUND	LEGAL	001.250.515.30.10	Salaries & Wages	334,052	265,256	484,062	515,273		
563		GENERAL FUND	LEGAL	001.250.515.30.20	Personnel Benefits	153,465	119,361	198,260	208,408		
564		GENERAL FUND	LEGAL	001.250.515.30.31	Office & Operating Supplies	6,216	4,036	9,000	9,000		
565		GENERAL FUND	LEGAL	001.250.515.30.40	Interfund Services	33,917	20,168	26,891	23,374		
566		GENERAL FUND	LEGAL	001.250.515.30.41	Professional Services	149,839	166,271	50,000	60,000		Outside Counsel costs not allocated to other departments
567		GENERAL FUND	LEGAL	001.250.515.30.42	Communication	2,571	384	3,000	3,000		cell phones
568		GENERAL FUND	LEGAL	001.250.515.30.43	Travel & Training	987	1,024	9,000	12,000		WSBA Dues, WSAMA, WAPRO, Laserfiche Empower, other continuing education
569	TOTAL		LEGAL			687,911	578,157	800,213	851,055		
570	LEGISLATIVE	GENERAL FUND	LEGISLATIVE						-		
571	OFFICIAL PUBLICATION SERVICES	GENERAL FUND	LEGISLATIVE						-		
572		GENERAL FUND	LEGISLATIVE	001.110.511.30.41	Professional Services	55,015	56,442	40,000	40,000		Atown
573		GENERAL FUND	LEGISLATIVE	001.110.511.30.42	Communication	4,311	2,113	3,000	3,000		Ordinance publication
574	LEGISLATIVE ACTIVITIES	GENERAL FUND	LEGISLATIVE						-		
575		GENERAL FUND	LEGISLATIVE	001.110.511.60.10	Salaries & Wages	125,457	95,928	127,852	130,164		
576		GENERAL FUND	LEGISLATIVE	001.110.511.60.20	Personnel Benefits	23,022	17,870	27,267	24,875		
577		GENERAL FUND	LEGISLATIVE	001.110.511.60.31	Office & Operating Supplies	3,350	134	2,000	2,000		typical office supplies to support council
578		GENERAL FUND	LEGISLATIVE	001.110.511.60.40	Interfund Services	22,418	14,982	19,976	21,290		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
579		GENERAL FUND	LEGISLATIVE	001.110.511.60.41	Professional Services	16,981	27,353	32,066	18,180		Scog dues
580		GENERAL FUND	LEGISLATIVE	001.110.511.60.42	Communication	365	102	500	500		Postage
581		GENERAL FUND	LEGISLATIVE	001.110.511.60.43	Travel & Training	4,012	4,623	5,000	5,000		
582	VOTER REGISTRATION SERVICES	GENERAL FUND	LEGISLATIVE						-		
583		GENERAL FUND	LEGISLATIVE	001.110.514.90.41	Professional Services	150,100	19,016	40,000	115,000		County voter registration costs
584	ADMINISTRATION	GENERAL FUND	LEGISLATIVE						-		
585		GENERAL FUND	LEGISLATIVE	001.110.521.10.44	Taxes & Operating Assessments	-	-	-	-		
586	INFORMATION SERVICES	GENERAL FUND	LEGISLATIVE						-		
587		GENERAL FUND	LEGISLATIVE	001.110.557.20.10	Salaries & Wages	40,414	34,653	44,072	43,171		
588		GENERAL FUND	LEGISLATIVE	001.110.557.20.20	Personnel Benefits	16,399	12,336	14,292	17,514		
589		GENERAL FUND	LEGISLATIVE	001.110.557.20.31	Office & Operating Supplies	406	-	1,000	1,400		Recording software for City Council and Planning Commission meetings.
590	TOTAL		LEGISLATIVE			462,250	285,552	357,025	422,095		
591	PUBLIC LIBRARY FUND	LIBRARY	LIBRARY						-		
592	PUBLIC LIBRARY	LIBRARY	LIBRARY						-		
593	ADMINISTRATION	LIBRARY	LIBRARY						-		
594		LIBRARY	LIBRARY	103.440.572.10.10	Salaries & Wages	122,768	99,506	131,464	143,391		
595		LIBRARY	LIBRARY	103.440.572.10.20	Personnel Benefits	53,057	41,555	59,708	59,008		
596	LIBRARY SERVICES	LIBRARY	LIBRARY						-		
597		LIBRARY	LIBRARY	103.440.572.20.10	Salaries & Wages	793,891	627,865	911,737	932,267		
598		LIBRARY	LIBRARY	103.440.572.20.12	Overtime	-	-	-	-		
599		LIBRARY	LIBRARY	103.440.572.20.20	Personnel Benefits	348,910	283,957	370,029	432,335		
600		LIBRARY	LIBRARY	103.440.572.20.31	Office & Operating Supplies	26,232	14,454	21,000	21,000		
601		LIBRARY	LIBRARY	103.440.572.20.34	Supplies Purchased for Inventory or Resa	84,322	67,087	84,932	86,781		Books, electronic content, periodicals
602		LIBRARY	LIBRARY	103.440.572.20.41	Professional Services	24,094	21,440	29,875	30,150		ILS, OCLC, Adobe cloud, RFID
603		LIBRARY	LIBRARY	103.440.572.20.42	Communication	8,983	5,135	9,000	9,000		Phones, Fax
604		LIBRARY	LIBRARY	103.440.572.20.43	Travel & Training	3,555	3,032	5,000	3,000		Staff Training (WLA Conference)
605		LIBRARY	LIBRARY	103.440.572.20.44	Taxes & Operating Assessments	3	6	-	-		
606		LIBRARY	LIBRARY	103.440.572.20.45	Operating Rentals & Leases	-	-	-	-		
607	TRAINING	LIBRARY	LIBRARY						-		
608		LIBRARY	LIBRARY	103.440.572.40.43	Travel & Training	1,392	295	-	-		
609	FACILITIES	LIBRARY	LIBRARY						-		
610		LIBRARY	LIBRARY	103.440.572.50.40	Interfund Services	118,777	86,515	115,353	109,357		
611		LIBRARY	LIBRARY	103.440.572.50.41	Professional Services	-	21,485	20,000	20,000		Janitorial
612		LIBRARY	LIBRARY	103.440.572.50.46	Insurance	7,393	2,181	8,176	1,013		
613		LIBRARY	LIBRARY	103.440.572.50.47	Utility Services	78,752	53,135	68,900	69,900		CNG,PSE, City Utilities
614		LIBRARY	LIBRARY	103.440.572.50.48	Repairs & Maintenance	1,428	746	-	1,500		Pest Control
615	TOTAL		LIBRARY			1,673,558	1,328,393	1,835,174	1,918,702		
616	MUSEUM DEPARTMENT	GENERAL FUND	MUSEUM			-	-	-	-		
617	MUSEUMS & ART GALLERIES	GENERAL FUND	MUSEUM						-		
618		GENERAL FUND	MUSEUM	001.450.575.30.10	Salaries & Wages	344,929	272,254	378,718	389,599		
619		GENERAL FUND	MUSEUM	001.450.575.30.20	Personnel Benefits	110,487	93,725	100,181	144,877		
620		GENERAL FUND	MUSEUM	001.450.575.30.40	Interfund Services	32,000	26,433	35,244	34,839		
621		GENERAL FUND	MUSEUM	001.450.575.30.43	Travel & Training	1,592	1,043	1,800	1,700		Memberships, CPR, staff training
622		GENERAL FUND	MUSEUM	001.450.575.30.44	Taxes & Operating Assessments	154	138	150	150		
623	MUSEUM SERVICES	GENERAL FUND	MUSEUM						-		
624		GENERAL FUND	MUSEUM	001.450.575.32.31	Office & Operating Supplies	6,847	3,084	6,885	9,000		Education and curation supplies
625		GENERAL FUND	MUSEUM	001.450.575.32.41	Professional Services	2,955	5,053	12,000	8,000		Mural conservation, design, Preston
626		GENERAL FUND	MUSEUM	001.450.575.32.42	Communication	1,800	601	1,820	1,375		Cell phones, postage
627	FACILITIES	GENERAL FUND	MUSEUM			-	-	-	-		
628		GENERAL FUND	MUSEUM	001.450.575.35.31	Office & Operating Supplies	3,389	1,018	4,625	5,810		Carnegie, Maritime, Preston, Train shed
629		GENERAL FUND	MUSEUM	001.450.575.35.45	Operating Rentals & Leases	-	-	-	-		
630		GENERAL FUND	MUSEUM	001.450.575.35.46	Insurance	5,185	6,030	6,057	2,055		
631		GENERAL FUND	MUSEUM	001.450.575.35.47	Utility Services	17,129	12,381	17,830	17,000		
632		GENERAL FUND	MUSEUM	001.450.575.35.48	Repairs & Maintenance	32,877	6,166	31,000	16,000		WT Preston, Carnegie
633	CULTURAL AND RECREATIONAL FACIL	GENERAL FUND	MUSEUM						-		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
634		GENERAL FUND	MUSEUM	001.450.594.73.62	Buildings & Structures	-	-	30,000	290,000		Museum Storage Workshop (90K REET, 50K Museum cash, 150K Foundation)
635	TOTAL		MUSEUM			559,345	427,925	626,310	920,405		
636	AFFORDABLE HOUSING	AFFORDABLE HOUSING	NON DEPARTMENTAL			-	-	-	-		
637		AFFORDABLE HOUSING	NON DEPARTMENTAL	109.000.551.00.41	AFFORDABLE HOUSING	791,763	520,402	639,997	732,014		Affordable Housing sales tax split evenly with AFC and AHA
638		AFFORDABLE HOUSING	NON DEPARTMENTAL	109.000.597.00.00	AFFORDABLE HOUSING	-	-	-	-		
639	EQUIPMENT RENTAL FUND	EQUIPMENT RENTAL	NONDEPARTMENTAL						-		
640	NON DEPARTMENTAL	EQUIPMENT RENTAL	NONDEPARTMENTAL						-		
641		EQUIPMENT RENTAL	NONDEPARTMENTAL	501.000.548.00.28	Pension Expense				-		
642	EQUIPMENT RENTAL SERVICES	EQUIPMENT RENTAL	NONDEPARTMENTAL						-		
643		EQUIPMENT RENTAL	NONDEPARTMENTAL	501.000.548.60.28	Pension Expense	(66,184)	-	-	-		
644		EQUIPMENT RENTAL	NONDEPARTMENTAL	501.000.588.00.00	Prior Period Adjustment	-	-	-	-		
645	DEPRECIATION	EQUIPMENT RENTAL	NONDEPARTMENTAL						-		
646		EQUIPMENT RENTAL	NONDEPARTMENTAL	501.000.589.00.00	Fund Balances, Nonexpenditures & Transfe	-	-	-	-		
647	GENERAL FUND	GENERAL FUND	NONDEPARTMENTAL						-		
648	NON DEPARTMENTAL	GENERAL FUND	NONDEPARTMENTAL						-		
649		GENERAL FUND	NONDEPARTMENTAL	001.000.000.00.00	PCard Imports	-	-	-	-		
650		GENERAL FUND	NONDEPARTMENTAL	001.000.000.00.42	Communication	2,782	-	-	-		
651		GENERAL FUND	NONDEPARTMENTAL	001.000.000.00.44	Taxes & Operating Assessments	-	-	-	-		
652	FINANCIAL SERVICES	GENERAL FUND	NONDEPARTMENTAL						-		
653		GENERAL FUND	NONDEPARTMENTAL	001.000.517.90.20	Personnel Benefits	86,843	30,306	-	-		
654	NON DEPARTMENTAL	IMPACT FEES	NONDEPARTMENTAL						-		
655	TRANSFERS-OUT	IMPACT FEES	NONDEPARTMENTAL						-		
656		IMPACT FEES	NONDEPARTMENTAL	112.000.597.00.00	Transfer out Road Impact Fee	784,077	-	257,000	-		
657		IMPACT FEES	NONDEPARTMENTAL	112.000.597.00.02	Transfer out Park Impact Fee	-	-	-	-		
658		IMPACT FEES	NONDEPARTMENTAL	112.000.597.00.04	Transfer Out Fire Impact Fee	-	-	-	315,000		
659	SANITATION FUND	SANITATION FUND	NONDEPARTMENTAL						-		
660	NON DEPARTMENTAL	SANITATION FUND	NONDEPARTMENTAL						-		
661	PENSION & OTHER BENEFIT PAYMENTS	SANITATION FUND	NONDEPARTMENTAL						-		
662		SANITATION FUND	NONDEPARTMENTAL	450.000.537.00.28	Pension Expense	(79,501)	-	-	-		
663		SANITATION FUND	NONDEPARTMENTAL	450.000.588.00.00	Prior Period Adjustment	-	-	-	-		
664	DEPRECIATION	SANITATION FUND	NONDEPARTMENTAL						-		
665		SANITATION FUND	NONDEPARTMENTAL	450.000.589.00.00	Fund Balances, Nonexpenditures & Transfe	-	-	-	-		
666		SANITATION FUND	NONDEPARTMENTAL	450.000.594.37.64	Machinery & Equipment	-	-	-	-		
667	TRANSFERS-OUT	SANITATION FUND	NONDEPARTMENTAL						-		
668		SANITATION FUND	NONDEPARTMENTAL	450.000.597.00.00	FUND BALANCES, NONEXPENDITURES & TRANSFE	-	-	-	-		
669	SEWER FUND	SEWER	NONDEPARTMENTAL						-		
670	NON DEPARTMENTAL	SEWER	NONDEPARTMENTAL						-		
671	PENSION & OTHER BENEFIT PAYMENTS	SEWER	NONDEPARTMENTAL						-		
672		SEWER	NONDEPARTMENTAL	440.000.535.00.28	Pension Expense	(260,272)	-	-	-		
673		SEWER	NONDEPARTMENTAL	440.000.588.00.00	Prior Period Adjustment	-	-	-	-		
674	DEPRECIATION	SEWER	NONDEPARTMENTAL						-		
675		SEWER	NONDEPARTMENTAL	440.000.589.00.00	Fund Balances, Nonexpenditures & Transfe	499,936	-	-	-		
676	SEWER UTILITIES	SEWER	NONDEPARTMENTAL						-		
677		SEWER	NONDEPARTMENTAL	440.000.594.35.62	Buildings & Structures (Acquisition, Con	-	-	-	-		
678		SEWER	NONDEPARTMENTAL	440.000.594.35.64	Machinery & Equipment	-	-	750,000	-		
679	TRANSFERS-OUT	SEWER	NONDEPARTMENTAL						-		
680		SEWER	NONDEPARTMENTAL	440.000.597.00.00	Transfers out	-	-	-	-		
681	STORM DRAINAGE FUND	STORM DRAINAGE	NONDEPARTMENTAL						-		
682	NON DEPARTMENTAL	STORM DRAINAGE	NONDEPARTMENTAL						-		
683		STORM DRAINAGE	NONDEPARTMENTAL	445.000.531.00.28	Pension Expense	(107,652)	-	-	-		
684		STORM DRAINAGE	NONDEPARTMENTAL	445.000.588.00.00	Prior Period Adjustment	-	-	-	-		
685	INTEREST & OTHER DEBT SERVICE COS	STORM DRAINAGE	NONDEPARTMENTAL	445.000.592.31.80	Interst & Other Debt Service Cost	-	-	-	-		
686	DEPRECIATION	STORM DRAINAGE	NONDEPARTMENTAL	445.000.589.00.00	Fund Balances, Nonexpenditures & Transfe	181,663	-	-	-		
687		STORM DRAINAGE	NONDEPARTMENTAL	445.000.594.35.64	Machinery & Equipment	-	-	-	-		
688	TRANSFERS-OUT	STORM DRAINAGE	NONDEPARTMENTAL						-		
689		STORM DRAINAGE	NONDEPARTMENTAL	445.000.597.00.00	Transfers out	-	-	-	-		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
690	WATER FUND	WATER	NONDEPARTMENTAL						-		
691	NON DEPARTMENTAL	WATER	NONDEPARTMENTAL						-		
692	WATER UTILITIES	WATER	NONDEPARTMENTAL						-		
693	PENSION EXPENSE	WATER	NONDEPARTMENTAL	401.000.534.00.28	Pension Expense	(354,782)	-	-	-		
694	FUND BALANCES, NONEXPENDITURES	WATER	NONDEPARTMENTAL						-		
695		WATER	NONDEPARTMENTAL	401.000.589.00.00	Fund Balances, Nonexpenditures & Transfe	1,519,530	-	-	-		
696	TRANSFERS-OUT	WATER	NONDEPARTMENTAL						-		
697		WATER	NONDEPARTMENTAL	401.000.594.34.63	Other Improvements		-	375,000	-		
698		WATER	NONDEPARTMENTAL	401.000.597.00.00	Transfers out	-	-	-	-		
699	TOTAL		NONDEPARTMENTAL			2,998,203	550,708	2,021,997	1,047,014		
700	ACFL MANAGEMENT FUND	ACFL	PARKS & RECREATION						-		
701	PARKS & RECREATION	ACFL	PARKS & RECREATION						-		
702	COMMUNITY FORESTLANDS/ACFL	ACFL	PARKS & RECREATION			-	-	-	-		
703		ACFL	PARKS & RECREATION	113.410.576.90.10	Salaries & Wages	17,183	13,400	18,584	61,937		
704		ACFL	PARKS & RECREATION	113.410.576.90.12	Overtime	963	-	-	-		
705		ACFL	PARKS & RECREATION	113.410.576.90.20	Personnel Benefits	7,435	5,851	7,280	37,724		
706		ACFL	PARKS & RECREATION	113.410.576.90.40	Interfund Services	-	-	-	-		
707		ACFL	PARKS & RECREATION	113.410.576.90.41	Professional Services	15,416	7,852	15,000	18,000		conservation easement
708		ACFL	PARKS & RECREATION	113.410.576.90.42	Communication	-	-	-	-		
709		ACFL	PARKS & RECREATION	113.410.576.90.44	Taxes & Operating Assessments	774	774	1,000	1,200		
710	PARK FACILITIES	ACFL	PARKS & RECREATION						-		
711		ACFL	PARKS & RECREATION	113.410.594.76.61	Land & Land Improvements	-	-	-	-		
712	PARKS CAPITAL IMPROVEMENT	PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION						-		
713	PARKS & RECREATION	PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION						-		
714	PARK FACILITIES	PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION						-		
715		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION	108.410.594.76.41	Professional Services				-		
716		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION	108.410.594.76.44	Taxes & Operating Assessments	-	-	-	-		
717		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION	108.410.594.76.60	Capital Outlays	1,721,862	393,316	1,620,000	1,845,000		
718		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							100,000	Pickleball Infrastructure
719		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							60,000	Senior Activity Center Improvements
720		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							300,000	Depot Plaza Expansion
721		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							150,000	Heart Lake Shoreline Restoration
722		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							20,000	Little Cranberry Lake Shoreline Improvements
723		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							25,000	Parks Infrastructure
724		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							350,000	Thompson Trail Trestle Feasibility Project
725		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							15,000	Parks - Q'elech'ilhch Park Improvements
726		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							100,000	Storvik Park Sand Volleyball Courts
727		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							700,000	Skate Park Restroom and Parking Lot
728		PARKS CAPITAL IMPROVEMENT	PARKS & RECREATION							25,000	Ship Harbor Wetland Interpretive Trail
729	PARKS & RECREATION	PARKS&RECREATION	PARKS & RECREATION						-		
730		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.10	Salaries & Wages	169,768	116,182	181,686	173,676		
731		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.11	Student Rec Wages	37,939	19,173	34,000	36,000		
732		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.12	Overtime	-	-	-	4,013		
733		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.20	Personnel Benefits	83,934	54,967	91,536	83,268		
734		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.31	Office & Operating Supplies	77,363	49,499	90,000	95,000		Rec program and department operating supplies
735		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.40	Interfund Services	-	-	-	-		
736		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.41	Professional Services	57,471	79,154	52,000	80,000		This will accommodate the \$28,000 school ILA
737		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.42	Communication	2,450	1,153	6,600	6,000		
738		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.43	Travel & Training	725	352	1,550	1,500		New staff hire in 2024 - we expect more training needs
739		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.45	Operating Rentals & Leases	-	-	-	-		
740		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.47	Utility Services	-	-	-	-		
741		PARKS&RECREATION	PARKS & RECREATION	101.410.571.00.49	Miscellaneous	-	-	-	-		
742		PARKS&RECREATION	PARKS & RECREATION	101.410.573.10.31	Office & Operating Supplies	31	40	3,000	2,000		Arts Commission
743	THE DEPOT	PARKS&RECREATION	PARKS & RECREATION						-		
744		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.00	Fund Balances, Nonexpenditures & Transfe	-	-	-	-		
745		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.10	Salaries & Wages	-	-	-	-		
746		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.20	Personnel Benefits	-	-	-	-		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
747		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.31	Office & Operating Supplies	17,597	14,445	11,000	19,000		These are the costs of cleaning and operation for rentals
748		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.41	Professional Services	-	-	-	-		
749		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.42	Communication	-	-	500	-		
750		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.44	Taxes & Operating Assessments	-	-	-	-		
751		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.47	Utility Services	34,753	26,132	24,000	26,000		Depot utilities for rentals and leases
752		PARKS&RECREATION	PARKS & RECREATION	101.410.575.50.48	Repairs & Maintenance	436	104	2,200	2,200		
753	SENIOR CENTER	PARKS&RECREATION	PARKS & RECREATION						-		
754		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.10	Salaries & Wages	159,909	101,910	174,298	190,668		
755		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.12	Overtime	-	-	-	-		
756		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.20	Personnel Benefits	69,535	45,865	84,703	73,292		
757		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.31	Office & Operating Supplies	10,642	11,373	10,000	12,000		Replacing outdated tables and chairs/copying services
758		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.35	Small Tools & Minor Equipment	-	-	-	-		
759		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.40	Interfund Services	51,531	43,288	57,717	57,774		
760		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.41	Professional Services	42,139	32,217	40,000	42,000		
761		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.42	Communication	138	17	500	500		
762		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.43	Travel & Training	-	-	1,000	1,000		new staff training
763		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.46	Insurance	-	-	-	-		
764		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.47	Utility Services	17,659	13,221	29,000	32,000		Sr Center utilities expected to increase with new HVAC system
765		PARKS&RECREATION	PARKS & RECREATION	101.410.575.52.48	Repairs & Maintenance	-	-	-	-		
766	GENERAL PARKS	PARKS&RECREATION	PARKS & RECREATION						-		
767		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.10	Salaries & Wages	622,396	508,689	689,909	692,673		
768		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.12	Overtime	1,070	1,028	4,000	3,006		
769		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.20	Personnel Benefits	263,378	214,695	279,646	314,912		
770		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.31	Office & Operating Supplies	88,110	109,271	95,000	110,000		General Parks supplies: lawn, building and equipment maintenance
771		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.35	Small Tools & Minor Equipment	599	-	1,400	-		
772		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.40	Interfund Services	205,929	171,503	248,900	275,162		
773		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.41	Professional Services	30,391	45,233	40,000	55,000		
774		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.42	Communication	8,000	9,901	5,500	10,000		
775		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.43	Travel & Training	2,698	665	-	700		maintaining staff certifications
776		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.44	Taxes & Operating Assessments	1,434	1,165	1,000	1,000		
777		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.45	Operating Rentals & Leases	-	-	-	-		
778		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.46	Insurance	35,520	49,775	41,513	45,156		
779		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.47	Utility Services	113,198	104,527	85,000	100,000		General parks utilities
780		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.48	Repairs & Maintenance	-	-	-	-		
781		PARKS&RECREATION	PARKS & RECREATION	101.410.576.80.49	Miscellaneous	-	-	-	-		
782	COMMUNITY FORESTLANDS/ACFL	PARKS&RECREATION	PARKS & RECREATION						-		
783		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.10	Salaries & Wages	107,635	101,936	141,643	82,151		576.90 - Community Forestlands
784		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.12	Overtime	798	623	1,000	-		
785		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.20	Personnel Benefits	43,775	48,549	52,843	42,911		
786		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.31	Office & Operating Supplies	893	1,628	1,600	2,000		
787		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.35	Small Tools & Minor Equipment	215	-	-	-		
788		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.40	Interfund Services	9,552	6,744	10,116	10,207		
789		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.41	Professional Services	-	-	-	-		
790		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.42	Communication	2,103	2,032	4,000	3,000		
791		PARKS&RECREATION	PARKS & RECREATION	101.410.576.90.43	Travel & Training	-	-	-	-		
792	PARK FACILITIES	PARKS&RECREATION	PARKS & RECREATION						-		
793		PARKS&RECREATION	PARKS & RECREATION	101.410.594.76.64	MACHINERY & EQUIPMENT	-	-	55,000	-		
794		PARKS&RECREATION	PARKS & RECREATION	101.410.597.00.00	Fund Balances, Nonexpenditures & Transfe	-	-	-	-		
795	PARKS & RECREATION	WA PARK	PARKS & RECREATION						-		
796	CAMPGROUNDS	WA PARK	PARKS & RECREATION						-		
797		WA PARK	PARKS & RECREATION	107.410.576.30.10	Salaries & Wages	151,138	132,758	169,792	113,257		
798		WA PARK	PARKS & RECREATION	107.410.576.30.12	Overtime	-	479	-	-		
799		WA PARK	PARKS & RECREATION	107.410.576.30.20	Personnel Benefits	46,385	39,397	46,845	43,965		
800		WA PARK	PARKS & RECREATION	107.410.576.30.31	Office & Operating Supplies	55,569	37,968	34,000	40,000		Pay machine maint, misc. parks supplies
801		WA PARK	PARKS & RECREATION	107.410.576.30.34	Supplies Purchased for Inventory or Resa	9,904	8,678	8,000	10,000		Firewood for resale
802		WA PARK	PARKS & RECREATION	107.410.576.30.40	Interfund Services	8,329	9,724	14,586	21,292		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
803		WA PARK	PARKS & RECREATION	107.410.576.30.41	Professional Services	127,812	14,447	20,000	20,000		CC fees, pest control
804		WA PARK	PARKS & RECREATION	107.410.576.30.43	Travel & Training	-	-	-	-		
805		WA PARK	PARKS & RECREATION	107.410.576.30.44	Taxes & Operating Assessments	(104)	3,404	1,800	2,000		
806		WA PARK	PARKS & RECREATION	107.410.576.30.46	Insurance	914	2,841	6,338	3,068		
807		WA PARK	PARKS & RECREATION	107.410.576.30.47	Utility Services	45,568	32,445	39,200	42,000		City utilities, propane
808		WA PARK	PARKS & RECREATION	107.410.576.30.49	Miscellaneous	-	-	-	-		
809	PARK FACILITIES	WA PARK	PARKS & RECREATION						-		
810		WA PARK	PARKS & RECREATION	107.410.594.76.60	Capital Outlays	-	-	-	-		
811	TOTAL		PARKS & RECREATION			4,580,862	2,690,389	4,655,785	4,945,214		
812	PLANNING & COMMUNITY DEVELOPMENT	GENERAL FUND	PLANNING						-		
813	RECORDING SERVICES	GENERAL FUND	PLANNING						-		
814		GENERAL FUND	PLANNING	001.240.514.30.41	Professional Services	816	-	2,000	2,000		Legal Notices/mailings
815	LEGAL SERVICES	GENERAL FUND	PLANNING						-		
816		GENERAL FUND	PLANNING	001.240.515.30.41	Professional Services	17,693	10,433	7,000	7,000		Code Enforcement - Motor home/junk vehicle disposal
817	OTHER ENVIRONMENTAL SERVICES	GENERAL FUND	PLANNING						-		
818		GENERAL FUND	PLANNING	001.240.554.90.41	Professional Services	8,875	16,175	14,000	45,000		Environmental Services
819	BUILDING PERMITS & PLAN REVIEWS	GENERAL FUND	PLANNING								
820		GENERAL FUND	PLANNING	001.240.558.50.10	Salaries & Wages	503,819	330,358	502,475	518,400		
821		GENERAL FUND	PLANNING	001.240.558.50.12	Overtime	2,194	1,463	-	2,000		
822		GENERAL FUND	PLANNING	001.240.558.50.20	Personnel Benefits	205,545	146,045	203,520	221,901		
823		GENERAL FUND	PLANNING	001.240.558.50.31	Office & Operating Supplies	4,187	3,356	6,000	5,000		Codebooks, notary, other office supplies
824		GENERAL FUND	PLANNING	001.240.558.50.40	Interfund Services	30,878	28,050	38,263	31,440		
825		GENERAL FUND	PLANNING	001.240.558.50.41	Professional Services	73,024	26,719	10,000	-		
826		GENERAL FUND	PLANNING	001.240.558.50.42	Communication	6,186	363	6,500	6,500		Phones, postage
827		GENERAL FUND	PLANNING	001.240.558.50.43	Travel & Training	3,485	1,036	5,000	4,000		Codes Training
828		GENERAL FUND	PLANNING	001.240.558.50.44	Taxes & Operating Assessments	1,037	769	-	700		
829		GENERAL FUND	PLANNING	001.240.558.50.46	Insurance	-	-	-	-		
830	PLANNING	GENERAL FUND	PLANNING						-		
831		GENERAL FUND	PLANNING	001.240.558.60.10	Salaries & Wages	457,296	272,385	389,581	412,011		
832		GENERAL FUND	PLANNING	001.240.558.60.12	Overtime	1,780	970	-	2,000		
833		GENERAL FUND	PLANNING	001.240.558.60.20	Personnel Benefits	143,335	91,417	130,120	135,240		
834		GENERAL FUND	PLANNING	001.240.558.60.31	Office & Operating Supplies	6,115	2,890	7,000	7,000		Includes new permit software and tablets
835		GENERAL FUND	PLANNING	001.240.558.60.40	Interfund Services	41,763	27,649	36,865	36,734		
836		GENERAL FUND	PLANNING	001.240.558.60.41	Professional Services	27,276	159,842	160,000	286,000		MAKERS 2025 Comp Plan \$50k, Climate Element \$150k - offset by GRANTS. CAO Update \$76k, Downtown Parking Plan \$10k
837		GENERAL FUND	PLANNING	001.240.558.60.42	Communication	6,297	3,728	10,000	10,000		
838		GENERAL FUND	PLANNING	001.240.558.60.43	Travel & Training	837	2,004	6,500	7,000		Planner Training and Certifications
839		GENERAL FUND	PLANNING	001.240.558.60.45	Operating Rentals & Leases	(35)	59,832	54,000	60,000		DNR Leases for Fidalgo Bay Marina area (\$56k) and Mitigation Site (\$4k)
840		GENERAL FUND	PLANNING	001.240.558.60.48	Repairs & Maintenance	-	-	-	500		
841	ECONOMIC DEVELOPMENT	GENERAL FUND	PLANNING						-		
842		GENERAL FUND	PLANNING	001.240.558.70.10	Salaries & Wages	-	-	-	-		
843		GENERAL FUND	PLANNING	001.240.558.70.12	Overtime	-	-	-	-		
844		GENERAL FUND	PLANNING	001.240.558.70.20	Personnel Benefits	-	-	-	-		
845		GENERAL FUND	PLANNING	001.240.558.70.31	Office & Operating Supplies	302	14	-	1,000		
846		GENERAL FUND	PLANNING	001.240.558.70.40	Interfund Services	-	-	-	-		
847		GENERAL FUND	PLANNING	001.240.558.70.41	Professional Services	22,886	5,000	35,000	45,000		\$25k-\$30k for Econ Dev Strategic Plan Part 2, \$5k South Commercial (Beautification: planters, art)
848		GENERAL FUND	PLANNING	001.240.558.70.42	Communication	-	-	-	-		
849		GENERAL FUND	PLANNING	001.240.558.70.43	Travel & Training	723	146	4,000	4,000		
850		GENERAL FUND	PLANNING	001.240.558.70.46	Insurance	19,631	21,991	9,696	837		
851		GENERAL FUND	PLANNING	001.240.558.70.47	Utility Services	-	-	-	-		
852	PUBLIC HEALTH SERVICES	GENERAL FUND	PLANNING						-		
853		GENERAL FUND	PLANNING	001.240.562.00.41	Professional Services	-	-	-	84,500		Public Health Services - Community Action Anacortes Office - was in 001-240-565-10-41 in 2024
854	WELFARE	GENERAL FUND	PLANNING						-		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
855		GENERAL FUND	PLANNING	001.240.565.10.41	Professional Services	119,783	83,014	194,000	106,279		Offset with CDBG grant revenue
856		GENERAL FUND	PLANNING	001.240.565.10.42	Communication	536	491	550	600		CDBG publication/ads
857	HOMELESS SERVICES	GENERAL FUND	PLANNING						-		
858		GENERAL FUND	PLANNING	001.240.565.40.31	Supplies	678	-	-	-		
859		GENERAL FUND	PLANNING	001.240.565.40.41	Communication	299	-	-	-		
860	CHEMICAL DEPENDENCY SERVICES	GENERAL FUND	PLANNING						-		
861		GENERAL FUND	PLANNING	001.240.566.00.41	Professional Services	26,230	19,418	27,000	27,000		Interlocal with Skagit County Health Liquor tax
862	CHILDREN SERVICES	GENERAL FUND	PLANNING						-		
863		GENERAL FUND	PLANNING	001.240.567.00.41	Professional Services	1,940	2,420	10,000	10,000		Children Services/Boys and girls club
864	REDEMPTION OF LONG-TERM DEBT	GENERAL FUND	PLANNING						-		
865		GENERAL FUND	PLANNING	001.240.591.58.70	Lease Principle Expense	24,046	-	-	-		
866	INTEREST & OTHER DEBT SERVICE COS	GENERAL FUND	PLANNING						-		
867		GENERAL FUND	PLANNING	001.240.592.58.80	Lease Interest Expense	27,884	-	-	-		
868	MACHINERY&EQUIPMENT	GENERAL FUND	PLANNING						-		
869		GENERAL FUND	PLANNING	001.240.594.58.64	Professional Services	32,267	-	-	-		
870		GENERAL FUND	PLANNING	001.240.594.32.63	Other Improvements		-	120,000	610,000	80,000	DAA Beautification and Other
871		GENERAL FUND	PLANNING							250,000	Creosote Pile Removal and Replacement at City Owned Travel Lift
872		GENERAL FUND	PLANNING							280,000	Float and Dock
873	TOURISM FUND	TOURISM FUND	PLANNING						-		Repair the City Breakwater
874	PLANNING & COMMUNITY DEVELOPME	TOURISM FUND	PLANNING						-		
875	ADVISORY SERVICES	TOURISM FUND	PLANNING						-		
876		TOURISM FUND	PLANNING	135.240.511.20.41	Professional Services	-	-	-	-		
877	TOURISM	TOURISM FUND	PLANNING						-		
878		TOURISM FUND	PLANNING	135.240.557.30.31	Office & Operating Supplies	-	-	-	-		
879		TOURISM FUND	PLANNING	135.240.557.30.41	Professional Services	478,886	189,708	549,367	608,892		Balanced to 1st estimate Lodging Tax revenues
880		TOURISM FUND	PLANNING	135.240.557.30.42	Communication	-	-	-	-		
881	HEART OF ANACORTES	TOURISM FUND	PLANNING						-		
882		TOURISM FUND	PLANNING	135.240.576.91.31	Office & Operating Supplies	38	-	-	-		
883		TOURISM FUND	PLANNING	135.240.576.91.41	Professional Services	-	-	-	-		
884		TOURISM FUND	PLANNING	135.240.576.91.46	Insurance	156	317	-	342		
885		TOURISM FUND	PLANNING	135.240.576.91.47	Utility Services	-	-	-	-		
886		TOURISM FUND	PLANNING	135.240.576.91.48	Repairs & Maintenance	-	-	-	-		
887	PLANNING & ECONOMIC DEVELOPME	TOURISM FUND	PLANNING						-		
888		TOURISM FUND	PLANNING	135.240.595.69.63	Other Improvements	-	-	-	-		
889	TRANSFERS-OUT	TOURISM FUND	PLANNING						-		
890		TOURISM FUND	PLANNING	135.240.597.00.00	Transfers Out	10,000	-	10,000	-		
891	TOTAL		PLANNING			2,308,691	1,508,004	2,548,437	3,298,878		
892	POLICE DEPARTMENT	GENERAL FUND	POLICE			-	-	-	-		
893	FINANCIAL SERVICES	GENERAL FUND	POLICE						-		
894		GENERAL FUND	POLICE	001.310.514.20.49	Miscellaneous	-	-	-	-		
895	PENSION & OTHER BENEFIT PAYMENTS	GENERAL FUND	POLICE						-		
896		GENERAL FUND	POLICE	001.310.517.20.20	Personnel Benefits	119,261	88,517	80,100	106,124		
897		GENERAL FUND	POLICE	001.310.517.20.41	Professional Services	-	-	-	-		
898	ADMINISTRATION	GENERAL FUND	POLICE						-		
899		GENERAL FUND	POLICE	001.310.521.10.10	Salaries & Wages	551,038	437,394	580,627	626,121		
900		GENERAL FUND	POLICE	001.310.521.10.20	Personnel Benefits	194,818	156,910	210,724	224,486		
901		GENERAL FUND	POLICE	001.310.521.10.31	Office & Operating Supplies	6,690	4,433	7,000	7,000		Digital evidence storage devices, cell phone cases,
902		GENERAL FUND	POLICE	001.310.521.10.35	Small Tools & Minor Equipment	-	-	-	-		
903		GENERAL FUND	POLICE	001.310.521.10.40	Interfund Services/DIS	301,442	243,911	325,215	371,625		
904		GENERAL FUND	POLICE	001.310.521.10.41	Professional Services	74,751	84,163	117,500	117,500	57,500	PowerDMS, LeadsOnline
905		GENERAL FUND	POLICE							60,000	Social worker offset
906		GENERAL FUND	POLICE	001.310.521.10.42	Communication	104,023	71,014	127,000	125,000		Spillman user fees predicted to increase.
907		GENERAL FUND	POLICE	001.310.521.10.44	Taxes & Operating Assessments	189	154	-	-		
908		GENERAL FUND	POLICE	001.310.521.10.45	Operating Rentals & Leases	-	-	750	750		
909		GENERAL FUND	POLICE	001.310.521.10.46	Insurance	25,268	27,679	16,563	45,481		
910	SUPPORT SERVICES	GENERAL FUND	POLICE						-		

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
911		GENERAL FUND	POLICE	001.310.521.20.10	Salaries & Wages	247,620	204,162	279,519	292,506		
912		GENERAL FUND	POLICE	001.310.521.20.12	Overtime	343	-	-	2,552		
913		GENERAL FUND	POLICE	001.310.521.20.20	Personnel Benefits	111,012	102,225	109,973	145,975		
914		GENERAL FUND	POLICE	001.310.521.20.42	Communication	3,693	2,793	9,055	5,000		
915	CRIME PREVENTION	GENERAL FUND	POLICE						-		
916		GENERAL FUND	POLICE	001.310.521.30.10	Salaries & Wages	67,023	52,634	70,179	76,717		
917		GENERAL FUND	POLICE	001.310.521.30.20	Personnel Benefits	36,438	26,432	41,027	38,207		
918		GENERAL FUND	POLICE	001.310.521.30.31	Office & Operating Supplies	1,779	2,316	2,900	2,900		
919		GENERAL FUND	POLICE	001.310.521.30.35	Small Tools & Minor Equipment	9	-	1,100	1,100		
920		GENERAL FUND	POLICE	001.310.521.30.41	Professional Services	4,196	2,813	8,250	8,250		
921	TRAINING	GENERAL FUND	POLICE						-		
922		GENERAL FUND	POLICE	001.310.521.40.43	Travel & Training	60,727	47,103	90,000	75,000		
923	FACILITIES	GENERAL FUND	POLICE						-		
924		GENERAL FUND	POLICE	001.310.521.50.31	Office & Operating Supplies	2,698	226	2,900	2,500		
925		GENERAL FUND	POLICE	001.310.521.50.41	Professional Services	21,847	18,018	25,000	25,000		
926		GENERAL FUND	POLICE	001.310.521.50.46	Insurance	4,940	6,388	25,411	6,899		
927		GENERAL FUND	POLICE	001.310.521.50.47	Utility Services	59,329	42,713	50,000	60,000		
928		GENERAL FUND	POLICE	001.310.521.50.48	Repairs & Maintenance	596	-	20,500	20,000		
929	PATROL & INVESTIGATIONS	GENERAL FUND	POLICE						-		
930		GENERAL FUND	POLICE	001.310.521.70.10	Salaries & Wages	2,320,772	2,072,267	3,093,453	3,365,991		
931		GENERAL FUND	POLICE	001.310.521.70.12	Overtime	168,549	143,694	150,000	168,309		
932		GENERAL FUND	POLICE	001.310.521.70.20	Personnel Benefits	942,166	829,090	1,236,720	1,338,021		
933		GENERAL FUND	POLICE	001.310.521.70.21	Uniform Purchases	37,527	20,385	60,000	60,000		outfit replacement employees with uniforms
934		GENERAL FUND	POLICE	001.310.521.70.31	Office & Operating Supplies	18,004	37,040	35,000	35,000		Celebrite renewal, other forensic needs
935		GENERAL FUND	POLICE	001.310.521.70.35	Small Tools & Minor Equipment	206,462	138,170	130,000	75,000		
936		GENERAL FUND	POLICE	001.310.521.70.40	Interfund Services	249,228	199,110	298,665	415,726		
937		GENERAL FUND	POLICE	001.310.521.70.41	Professional Services	8,249	19,293	25,500	40,500	15,000	police canine replacement (cost offset by opioid settlement funds)
938		GENERAL FUND	POLICE	001.310.521.70.45	Skagit 911 Fees	293,524	339,532	338,201	396,321		Projected increase of agency 911 fees
939		GENERAL FUND	POLICE	001.310.521.70.48	Repairs & Maintenance	-	495	7,500	7,500		
940	FACILITIES	GENERAL FUND	POLICE						-		
941		GENERAL FUND	POLICE	001.310.523.50.41	Professional Services	1,086,389	792,800	1,088,749	1,095,826		Pass thru Pub Safety Jail sales tax
942	CARE & CUSTODY OF PRISONERS	GENERAL FUND	POLICE						-		
943		GENERAL FUND	POLICE	001.310.523.60.41	Professional Services	44,368	33,612	37,500	48,000		Increased drug enforcement efforts leading to increased inmates potentially using jail medical services.
944	ANIMAL CONTROL	GENERAL FUND	POLICE						-		
945		GENERAL FUND	POLICE	001.310.554.30.10	Salaries & Wages	75,421	57,985	77,286	81,982		
946		GENERAL FUND	POLICE	001.310.554.30.12	Overtime	162	-	-	-		
947		GENERAL FUND	POLICE	001.310.554.30.20	Personnel Benefits	44,134	34,436	48,955	45,422		
948		GENERAL FUND	POLICE	001.310.554.30.31	Office & Operating Supplies	804	805	1,500	1,500		
949		GENERAL FUND	POLICE	001.310.554.30.40	Interfund Services	8,331	4,408	6,612	6,477		
950		GENERAL FUND	POLICE	001.310.554.30.41	Professional Services	4,411	2,360	12,500	12,500		Animal impound and care fees.
951	LAW ENFORCEMENT	GENERAL FUND	POLICE						-		
952		GENERAL FUND	POLICE	001.310.594.21.64	Machinery & Equipment	65,213	168,565	400,000	-		
953	TOTAL		POLICE			7,573,442	6,516,045	9,249,434	9,580,768		
954	SANITATION SERVICES	SANITATION FUND	SANITATION SERVICES						-		
955	ADMINISTRATION	SANITATION FUND	SANITATION SERVICES						-		
956		SANITATION FUND	SANITATION SERVICES	450.780.537.10.10	Salaries & Wages	218,588	173,427	218,843	208,436		Sanitation - Admin
957		SANITATION FUND	SANITATION SERVICES	450.780.537.10.12	Overtime	551	1,724	-	-		
958		SANITATION FUND	SANITATION SERVICES	450.780.537.10.20	Personnel Benefits	92,793	74,226	101,761	93,907		
959		SANITATION FUND	SANITATION SERVICES	450.780.537.10.31	Office & Operating Supplies	3,245	56,939	75,000	75,000		Dumpsters and containers taken out of CFP. Dumpsters, roll off boxes and new totes sizes.
960		SANITATION FUND	SANITATION SERVICES	450.780.537.10.40	Interfund Services	21,019	28,764	29,139	43,512		
961		SANITATION FUND	SANITATION SERVICES	450.780.537.10.41	Professional Services	64,848	94,903	100,000	100,000		Legal, Finance, Laserfiche, A AVE landfill, Processing,
962		SANITATION FUND	SANITATION SERVICES	450.780.537.10.42	Communication	5,572	1,786	5,000	5,000		phones increase due to adding iPad for cartegraph
963		SANITATION FUND	SANITATION SERVICES	450.780.537.10.43	Travel & Training	390	138	2,000	2,000		Supervisor training, lead worker training, first aid, flagger training.

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
964		SANITATION FUND	SANITATION SERVICES	450.780.537.10.46	Insurance	30,432	35,411	-	232,710		
965		SANITATION FUND	SANITATION SERVICES	450.780.537.10.49	Miscellaneous	2,284	-	-	-		
966	GENERAL SOLID WASTE ACTIVITIES	SANITATION FUND	SANITATION SERVICES						-		
967		SANITATION FUND	SANITATION SERVICES	450.780.537.20.10	Salaries & Wages	488,139	380,305	597,908	535,710		Sanitation - O&M
968		SANITATION FUND	SANITATION SERVICES	450.780.537.20.12	Overtime	1,492	558	6,000	8,823		free garbage days, double up day OT
969		SANITATION FUND	SANITATION SERVICES	450.780.537.20.20	Personnel Benefits	270,651	199,095	299,022	283,311		Finance Adj. Benefits paid with the OT adj
970		SANITATION FUND	SANITATION SERVICES	450.780.537.20.31	Office & Operating Supplies	4,287	4,072	6,000	6,000		Work supplies, PPE, workwear
971		SANITATION FUND	SANITATION SERVICES	450.780.537.20.34	Supplies Purchased for Inventory or Resa	6,251	-	8,000	8,000		Prepaid blue bags done by finance
972		SANITATION FUND	SANITATION SERVICES	450.780.537.20.40	Interfund Services	846,986	654,551	878,753	1,088,988		
973		SANITATION FUND	SANITATION SERVICES	450.780.537.20.41	Professional Services	91,540	2,261	4,000	4,000		cdl physicals, pest control etc.
974		SANITATION FUND	SANITATION SERVICES	450.780.537.20.44	Taxes & Operating Assessments	830,309	582,754	743,905	874,131		City Utility Tax, State PUT
975		SANITATION FUND	SANITATION SERVICES	450.780.537.20.47	Utility Services	2,879,487	1,974,632	3,700,000	3,700,000		Waste management fees and dump fees. Dump fees estimated based on actuals and increased by tipping fees by 40%. WM fees estimated and increased 12% per SH
976	OTHER ENVIRONMENTAL SERVICES	SANITATION FUND	SANITATION SERVICES						-		
977		SANITATION FUND	SANITATION SERVICES	450.780.598.50.00	Pollution Remediation Liabilities	316,874	-	-	-		
978	WATER UTILITIES	SANITATION FUND	SANITATION SERVICES						-		
979		SANITATION FUND	SANITATION SERVICES	450.780.594.34.62	BUILDINGS & STRUCTURES (ACQUISITION, CON	-	-	-	-		
980		SANITATION FUND	SANITATION SERVICES	450.780.594.37.60	Capital Outlays	0	-	-	-		
981	TOTAL		SANITATION SERVICES			6,175,738	4,265,547	6,775,331	7,269,529		
982		SEWER	SEWAGE COLLECTION	440.760.594.35.64	Machinery & Equipment	-	73,810	-	-		
983	SEWAGE COLLECTION	SEWER	SEWAGE COLLECTION	440.760.594.35.62	Buildings & Structures	833,122		325,000	-		
984		SEWER	SEWAGE COLLECTION	440.760.594.35.63	Other Improvements	1,556,400	5,191,120	-	6,755,000		
985		SEWER	SEWAGE COLLECTION							1,855,000	Wastewater - Collections: Pump station #16 upgrade
986		SEWER	SEWAGE COLLECTION							400,000	Wastewater - Collections: Pump stations ongoing upgrades
987	ADMINISTRATION	SEWER	SEWAGE COLLECTION							4,500,000	Wastewater - Plant: Construct new CSO pump station
988		SEWER	SEWAGE COLLECTION	440.760.535.10.10	Salaries & Wages	53,862	42,981	56,601	61,789		Sewer Collection - Admin
989		SEWER	SEWAGE COLLECTION	440.760.535.10.12	Overtime	-	22	-	-		
990		SEWER	SEWAGE COLLECTION	440.760.535.10.20	Personnel Benefits	22,306	17,041	25,156	26,058		
991		SEWER	SEWAGE COLLECTION	440.760.535.10.31	Office & Operating Supplies	7,568	8,287	8,000	9,000		Increased based on 2024 actuals. refining use of this number to be consumables, fittings, tools for jet trucks and camera van
992		SEWER	SEWAGE COLLECTION	440.760.535.10.40	Interfund Services	6,844	5,628	8,442	9,159		
993		SEWER	SEWAGE COLLECTION	440.760.535.10.41	Professional Services	9,386	6,993	11,500	11,500		city uniforms, Laundry service, locate services,
994		SEWER	SEWAGE COLLECTION	440.760.535.10.42	Communication	5,548	1,972	8,000	7,000		phones and iPad
995	ENGINEERING	SEWER	SEWAGE COLLECTION			-	-	-	-		
996		SEWER	SEWAGE COLLECTION	440.760.535.20.10	Salaries & Wages	124,892	185,542	265,638	295,573		Sewer Collection - Operations and Maintenance
997		SEWER	SEWAGE COLLECTION	440.760.535.20.12	Overtime	5,261	4,284	6,000	6,000		emergency sewer repair OT based on prior years
998		SEWER	SEWAGE COLLECTION	440.760.535.20.20	Personnel Benefits	124,251	95,365	136,586	151,795		
999		SEWER	SEWAGE COLLECTION	440.760.535.20.31	Office & Operating Supplies	2,007	1,563	20,000	20,000		sewer supplies and inventory parts (pipe, couplers, pipe patches).
1000		SEWER	SEWAGE COLLECTION	440.760.535.20.40	Interfund Services	746,922	219,043	328,564	346,069		ER&R increase due to new jetter truck.
1001		SEWER	SEWAGE COLLECTION	440.760.535.20.43	Travel & Training	644	-	-	-		
1002	TOTAL		SEWAGE COLLECTION			3,499,012	5,853,649	1,199,487	7,698,944		
1003		SEWER	SEWER TREATMENT	440.000.594.35.63	Other Improvements			9,335,000			
1004	ADMINISTRATION	SEWER	SEWER TREATMENT								
1005		SEWER	SEWER TREATMENT	440.750.535.14.10	Salaries & Wages	220,886	171,926	237,397	248,767		
1006		SEWER	SEWER TREATMENT	440.750.535.14.12	Overtime	97	117	300	300		
1007		SEWER	SEWER TREATMENT	440.750.535.14.20	Personnel Benefits	81,867	65,548	79,440	94,060		
1008		SEWER	SEWER TREATMENT	440.750.535.14.31	Office & Operating Supplies	7,843	6,383	13,000	13,000		
1009		SEWER	SEWER TREATMENT	440.750.535.14.41	Professional Services	27,154	30,348	108,000	68,780		
1010		SEWER	SEWER TREATMENT							14,125	GIS Mapping
1011		SEWER	SEWER TREATMENT							21,000	Cartegraph - Asset Management
1012		SEWER	SEWER TREATMENT							4,000	Laserfiche
1013		SEWER	SEWER TREATMENT							2,655	Antero
1014		SEWER	SEWER TREATMENT							7,000	Aramark and uniform purchase
1015		SEWER	SEWER TREATMENT							20,000	safety supplies

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1016		SEWER	SEWER TREATMENT	440.750.535.14.42	Communication	16,499	9,755	18,000	18,000		
1017		SEWER	SEWER TREATMENT	440.750.535.14.43	Travel & Training	21,646	33,765	52,500	52,500		Annual CEUs, biosolids and nutrient removal optioning, PNCWA, incinerator training, mandatory safety, Dashboarding and software training, SCADA courses for both staff and IT.
1018		SEWER	SEWER TREATMENT	440.750.535.14.45	Operating Rentals & Leases	-	-	-	-		
1019	ENGINEERING	SEWER	SEWER TREATMENT						-		
1020		SEWER	SEWER TREATMENT	440.750.535.20.40	Interfund Services	6,844	5,628	8,442	9,159		
1021	FERRY TERMINAL PUMP STA. OP.	SEWER	SEWER TREATMENT						-		
1022		SEWER	SEWER TREATMENT	440.750.535.80.10	Salaries & Wages	9,406	3,974	10,940	11,022		
1023		SEWER	SEWER TREATMENT	440.750.535.80.12	Overtime	1,038	62	1,500	1,500		
1024		SEWER	SEWER TREATMENT	440.750.535.80.20	Personnel Benefits	4,578	3,364	4,687	5,113		
1025		SEWER	SEWER TREATMENT	440.750.535.80.31	Office & Operating Supplies	78,035	2,125	7,500	7,500		
1026		SEWER	SEWER TREATMENT	440.750.535.80.32	Fuel Consumed	546	-	700	700		
1027		SEWER	SEWER TREATMENT	440.750.535.80.47	Utility Services	8,568	7,525	9,300	9,300		
1028		SEWER	SEWER TREATMENT	440.750.535.80.48	Repairs & Maintenance	1,616	-	1,100	1,100		
1029	SEWAGE PUMPING EXPENSES	SEWER	SEWER TREATMENT						-		
1030		SEWER	SEWER TREATMENT	440.750.535.81.10	Salaries & Wages	65,772	61,330	88,568	89,289		
1031		SEWER	SEWER TREATMENT	440.750.535.81.12	Overtime	5,069	2,997	5,000	5,471		
1032		SEWER	SEWER TREATMENT	440.750.535.81.20	Personnel Benefits	35,074	27,226	36,551	39,885		
1033		SEWER	SEWER TREATMENT	440.750.535.81.31	Office & Operating Supplies	244,010	161,743	384,000	384,000		Annual O&M
1034		SEWER	SEWER TREATMENT	440.750.535.81.32	Fuel Consumed	3,261	-	3,200	3,200		Generator Fuel
1035		SEWER	SEWER TREATMENT	440.750.535.81.40	Interfund Services	58,176	47,836	71,755	77,853		
1036		SEWER	SEWER TREATMENT	440.750.535.81.47	Utility Services	74,671	54,613	92,600	92,600		electrical and communications
1037		SEWER	SEWER TREATMENT	440.750.535.81.48	Repairs & Maintenance	64,073	17,204	148,000	148,000		Annual O&M
1038	SEWAGE TREATMENT EXPENSES	SEWER	SEWER TREATMENT						-		
1039		SEWER	SEWER TREATMENT	440.750.535.83.10	Salaries & Wages	560,450	433,835	608,784	585,649		
1040		SEWER	SEWER TREATMENT	440.750.535.83.12	Overtime	37,604	24,347	44,025	44,025		
1041		SEWER	SEWER TREATMENT	440.750.535.83.20	Personnel Benefits	230,694	179,435	239,442	264,427		
1042		SEWER	SEWER TREATMENT	440.750.535.83.31	Office & Operating Supplies	559,308	281,279	585,000	585,000		
1043		SEWER	SEWER TREATMENT	440.750.535.83.35	Small Tools & Minor Equipment	4,565	2,393	2,700	4,000		shop and field tool replacement
1044		SEWER	SEWER TREATMENT	440.750.535.83.40	Interfund Services	20,533	16,883	25,325	27,477		
1045		SEWER	SEWER TREATMENT	440.750.535.83.41	Professional Services	45,701	45,408	31,800	60,000		Veca, Blythe, QCC - increase for additional SCADA support
1046		SEWER	SEWER TREATMENT	440.750.535.83.43	Travel & Training	-	-	-	-		
1047		SEWER	SEWER TREATMENT	440.750.535.83.47	Utility Services	301,080	199,460	334,000	334,000		electricity, natural gas
1048		SEWER	SEWER TREATMENT	440.750.535.83.48	Repairs & Maintenance	415,537	45,432	359,000	359,000		
1049	LABORATORY EXPENSES	SEWER	SEWER TREATMENT						-		
1050		SEWER	SEWER TREATMENT	440.750.535.85.10	Salaries & Wages	276,371	217,226	295,417	312,209		
1051		SEWER	SEWER TREATMENT	440.750.535.85.12	Overtime	3,751	3,697	7,425	7,425		
1052		SEWER	SEWER TREATMENT	440.750.535.85.20	Personnel Benefits	108,464	86,528	115,693	130,302		
1053		SEWER	SEWER TREATMENT	440.750.535.85.31	Office & Operating Supplies	40,820	26,889	41,000	42,000		
1054		SEWER	SEWER TREATMENT	440.750.535.85.41	Professional Services	12,875	11,423	20,000	21,000		
1055		SEWER	SEWER TREATMENT	440.750.535.85.43	Travel & Training	-	-	-	-		
1056		SEWER	SEWER TREATMENT	440.750.535.85.48	Repairs & Maintenance	1,118	-	1,000	5,000		Washer repair
1057	SOLIDS HANDLING EXPENSES	SEWER	SEWER TREATMENT						-		
1058		SEWER	SEWER TREATMENT	440.750.535.89.10	Salaries & Wages	227,868	191,558	256,239	260,060		
1059		SEWER	SEWER TREATMENT	440.750.535.89.12	Overtime	35,542	39,862	60,000	60,000		
1060		SEWER	SEWER TREATMENT	440.750.535.89.20	Personnel Benefits	111,721	91,754	108,236	119,264		
1061		SEWER	SEWER TREATMENT	440.750.535.89.31	Office & Operating Supplies	338,311	115,672	280,000	289,000		
1062		SEWER	SEWER TREATMENT							150,000	Annual O&M
1063		SEWER	SEWER TREATMENT							17,000	Solids microwave unit
1064		SEWER	SEWER TREATMENT							30,000	dewater pump spares
1065		SEWER	SEWER TREATMENT							10,000	Solenoid Valves on Fuel Gun Water Lines
1066		SEWER	SEWER TREATMENT							32,000	Hg Modules
1067		SEWER	SEWER TREATMENT							50,000	polymer, Caustic, MgOH pilot
1068		SEWER	SEWER TREATMENT	440.750.535.89.32	Fuel Consumed	19,926	11,538	34,000	34,000		Incinerator Fuel
1069		SEWER	SEWER TREATMENT	440.750.535.89.41	Professional Services	145,020	48,157	95,000	95,000		Services for heat exchanger, incinerator, CEMS - CH Murphy, IRI, Contec, Elemental Air, Outside testing

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1070		SEWER	SEWER TREATMENT	440.750.535.89.43	Travel & Training	-	-	-	-		
1071		SEWER	SEWER TREATMENT	440.750.535.89.47	Utility Services	18,157	6,445	25,000	25,000		electrical, natural gas
1072		SEWER	SEWER TREATMENT	440.750.535.89.48	Repairs & Maintenance	66,058	33,555	405,000	250,000		solids pumping components, poly skid components, annual O&M
1073	CAPITAL EXPENDITURES/EXPENSES	SEWER	SEWER TREATMENT	440.750.594.35.64	Machinery & Equipment		103,483		-		
1074		SEWER	SEWER TREATMENT	440.750.594.35.62	Buildings & Structures	-	80,741	996,000	120,000		Includes Facilities re-roof of solids handling, scondary, and head works buildings
1075		SEWER	SEWER TREATMENT	440.750.594.35.63	Other Improvements	11,346	264,240	-	1,950,000	400,000	Wastewater - Plant: Emergent asset repair and replacement projects
1076	CAPITAL EXPENDITURES/EXPENSES	SEWER	SEWER TREATMENT							50,000	Wastewater - Plant: Purchase administrative commuter vehicle
1077		SEWER	SEWER TREATMENT							250,000	Wastewater - Plant: Replace aeration basin #2 diffusers
1078		SEWER	SEWER TREATMENT							200,000	Wastewater - Plant: Refurbish existing incinerator reactor vessel
1079		SEWER	SEWER TREATMENT							80,000	Wastewater - Plant: Replace polymer pump skids
1080		SEWER	SEWER TREATMENT							150,000	Wastewater - Plant: Covered storage and biosolids loadout for North Pad
1081		SEWER	SEWER TREATMENT							820,000	Wastewater - Plant: Administration building expansion
1082	TOTAL		SEWER TREATMENT			4,629,551	3,274,705	15,687,566	7,364,936		
1083	ADMINISTRATION	STORM DRAINAGE	STORM DRAINAGE SYSTEM						-		
1084		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.10.10	Salaries & Wages	30,222	26,569	34,829	45,409		Storm - Admin
1085		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.10.12	Overtime	-	15	-	-		
1086		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.10.20	Personnel Benefits	13,673	10,766	15,395	19,056		
1087		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.10.41	Professional Services	27,412	27,229	36,625	50,000		License, software support, summer help
1088		STORM DRAINAGE	STORM DRAINAGE SYSTEM							14,125	GIS Mapping
1089		STORM DRAINAGE	STORM DRAINAGE SYSTEM							21,000	Cartegraph - Asset Management
1090		STORM DRAINAGE	STORM DRAINAGE SYSTEM							1,500	Summer help
1091		STORM DRAINAGE	STORM DRAINAGE SYSTEM							13,375	Other
1092		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.10.44	Taxes & Operating Assessments	186,293	130,322	193,663	195,483		City Utility Tax, State PUT
1093	STORM DRAINAGE MAINTENANCE	STORM DRAINAGE	STORM DRAINAGE SYSTEM						-		
1094		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.30.10	Salaries & Wages	118,480	181,976	276,885	299,651		Storm - collection system maintenance
1095		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.30.12	Overtime	4,432	3,473	5,000	4,068		Storm OT increased based on prior years
1096		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.30.20	Personnel Benefits	114,495	85,845	115,716	148,918		
1097		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.30.40	Interfund Services	102,338	91,833	102,196	142,070		
1098		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.30.41	Professional Services	9,140	2,683	10,000	10,000		Merged part of 10.41. Street storm water professional services to consolidate. Perk filter reclamation and change outs.
1099		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.30.43	Travel & Training	3,450	484	2,000	5,000		Storm water training decreased based on prior years
1100		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.531.30.48	Repairs & Maintenance	56,023	5,631	25,000	25,000		emergent storm repair, maintenance and supplies.
1101	NATURAL RESOURCES	STORM DRAINAGE	STORM DRAINAGE SYSTEM						-		
1102		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.594.31.60	Capital Outlays	-	-	-	-		
1103		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.594.31.63	Other Improvements	33,456	31,915	530,000	731,000		
1104		STORM DRAINAGE	STORM DRAINAGE SYSTEM							231,000	Storm System Restoration and Upgrades
1105		STORM DRAINAGE	STORM DRAINAGE SYSTEM							250,000	Fidalgo Bay Road Flood Mitigation
1106		STORM DRAINAGE	STORM DRAINAGE SYSTEM							250,000	MJB Hard pipe and outfall
1107		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.594.31.64	Macninery & Equipment	-	36,140	-	1,000		
1108	WATER UTILITIES	STORM DRAINAGE	STORM DRAINAGE SYSTEM						-		
1109		STORM DRAINAGE	STORM DRAINAGE SYSTEM	445.770.594.34.62	BUILDINGS & STRUCTURES (ACQUISITION, CON	-	-	-	-		
1110	TOTAL		STORM DRAINAGE SYSTEM			699,416	634,880	1,347,309	1,676,654		
1111	STREET MAINT/CONST ACTIVITIES	ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION						-		
1112	ROADWAY	ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION						-		
1113		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION	105.720.595.30.63	Other Improvements	1,878,710	4,358,750	6,820,000	10,748,000		
1114		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							2,300,000	16th Street Improvements
1115		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							1,000,000	Fidalgo Bay Road Reconstruction
1116		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							100,000	Kansas Avenue Street Build
1117		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							448,000	Q Avenue Pedestrian Project
1118		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							3,050,000	South Commercial Avenue Corridor Plan - Phase I

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1119		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							3,500,000	South Commercial Avenue Corridor Plan - Phase II Commercial Avenue from 14th to 34th
1120		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							200,000	Pedestrian Crossing on 32nd Street to Storvik Park
1121		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							100,000	Pedestrian Crossing/Refuge at Tommy Thompson Trail at T Avenue
1122		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION							50,000	Pedestrian Improvements - 22nd St between H Ave and I Ave
1123		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION	105.720.595.30.64	MACHINERY & EQUIPMENT	-	-	-	-		
1124	SEWALKS	ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION						-		
1125		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION	105.720.595.61.63	Other Improvements	370,456	319,605	351,000	-		
1126	SPECIAL PURPOSE PATHS	ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION						-		
1127		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION	105.720.595.62.63	Other Improvements	-	-	-	-		
1128		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION	105.720.595.64.63	Other Improvements	-	-	-	-		
1129	CONSTRUCTION ADMINISTRATION & O	ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION						-		
1130		ARTERIAL CONSTRUCTION	STREET MAINT/CONSTRUCTION	105.720.595.90.44	Taxes & Operating Assessments	-	-	-	-		
1131	STREET MAINT/CONST ACTIVITIES	STORM DRAINAGE	STREET MAINT/CONSTRUCTION						-		
1132	STREET CLEANING	STORM DRAINAGE	STREET MAINT/CONSTRUCTION						-		
1133		STORM DRAINAGE	STREET MAINT/CONSTRUCTION	445.720.531.67.10	Salaries & Wages	64,377	55,428	77,307	79,564		
1134		STORM DRAINAGE	STREET MAINT/CONSTRUCTION	445.720.531.67.12	Overtime	5,122	2,899	-	875		
1135		STORM DRAINAGE	STREET MAINT/CONSTRUCTION	445.720.531.67.20	Personnel Benefits	29,018	22,716	31,264	31,473		
1136		STORM DRAINAGE	STREET MAINT/CONSTRUCTION	445.720.531.67.40	Interfund Services	61,011	59,729	89,594	68,233		
1137	STREET MAINT/CONST ACTIVITIES	STREET	STREET MAINT/CONSTRUCTION						-		
1138	ROADWAY	STREET	STREET MAINT/CONSTRUCTION						-		
1139		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.10	Salaries & Wages	452,028	136,812	178,138	131,922		Road way - Streets Fund
1140		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.12	Overtime	2,406	1,958	3,000	3,000		Roadway OT increase based on past years.
1141		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.20	Personnel Benefits	79,418	59,164	82,443	68,445		
1142		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.30	Supplies	83,650	29,300	85,000	80,000		Change in use of this bars number. maintenance asphalt, roadwork supplies ETC.
1143		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.31	Office & Operating Supplies	20,778	10,085	15,000	15,000		Change in use of this bars number. Streets operating supplies, tools and small equipment.
1144		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.40	Interfund Services	145,236	148,245	220,586	193,219		
1145		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.41	Professional Services	2,188,333	252,193	1,800,000	700,000		Engineering Overlays - 1.8M Pavement Management from Resolution 2018. Down \$600,000 from 2023 due to 2022 budget rollover
1146		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.43	Travel & Training	-	-	-	-		
1147		STREET	STREET MAINT/CONSTRUCTION	104.720.542.30.47	Utility Services	1,162	875	1,500	1,500		estimated based on current usage.
1148	SEWALKS	STREET	STREET MAINT/CONSTRUCTION						-		
1149		STREET	STREET MAINT/CONSTRUCTION	104.720.542.61.10	Salaries & Wages	36,865	18,111	28,248	22,307		Streets - Construction
1150		STREET	STREET MAINT/CONSTRUCTION	104.720.542.61.12	Overtime	130	191	300	300		Street/sidewalk OT
1151		STREET	STREET MAINT/CONSTRUCTION	104.720.542.61.20	Personnel Benefits	13,254	8,953	14,121	10,840		
1152		STREET	STREET MAINT/CONSTRUCTION	104.720.542.61.31	Office & Operating Supplies	10,131	3,087	20,000	15,000		increase in in-house sidewalk work was a priority. Concrete, and tools and supplies for sidewalk work
1153		STREET	STREET MAINT/CONSTRUCTION	104.720.542.61.40	Interfund Services	7,660	6,215	9,028	8,478		
1154		STREET	STREET MAINT/CONSTRUCTION	104.720.542.61.43	Travel & Training	-	-	-	-		
1155	STREET LIGHTING	STREET	STREET MAINT/CONSTRUCTION						-		
1156		STREET	STREET MAINT/CONSTRUCTION	104.720.542.63.47	Utility Services	233,257	156,469	252,000	252,000		Street Lights estimated based on current usage inflated by 12% per SH
1157	TRAFFIC CONTROL DEVICES	STREET	STREET MAINT/CONSTRUCTION						-		
1158		STREET	STREET MAINT/CONSTRUCTION	104.720.542.64.10	Salaries & Wages	18,523	38,167	60,689	53,798		Streets - Traffic Control Devices
1159		STREET	STREET MAINT/CONSTRUCTION	104.720.542.64.12	Overtime	647	394	500	500		traffic control OT
1160		STREET	STREET MAINT/CONSTRUCTION	104.720.542.64.20	Personnel Benefits	28,426	20,544	31,241	31,454		
1161		STREET	STREET MAINT/CONSTRUCTION	104.720.542.64.31	Office & Operating Supplies	59,757	50,344	60,000	60,000		Signs, Cones, barrels, barricades. flashing beacons etc. School beacon annual charges.
1162		STREET	STREET MAINT/CONSTRUCTION	104.720.542.64.40	Interfund Services	17,235	13,542	20,313	19,076		
1163		STREET	STREET MAINT/CONSTRUCTION	104.720.542.64.43	Travel & Training	-	-	-	-		
1164		STREET	STREET MAINT/CONSTRUCTION	104.720.542.64.48	Repairs & Maintenance	6,518	360	7,000	7,000		repair and maintenance for traffic control devices
1165	SNOW & ICE CONTROL	STREET	STREET MAINT/CONSTRUCTION						-		
1166		STREET	STREET MAINT/CONSTRUCTION	104.720.542.66.10	Salaries & Wages	11,240	11,719	14,597	10,312		Streets - Snow and Ice

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1167		STREET	STREET MAINT/CONSTRUCTION	104.720.542.66.12	Overtime	51	106	2,000	2,000		Snow and Ice OT
1168		STREET	STREET MAINT/CONSTRUCTION	104.720.542.66.20	Personnel Benefits	6,386	4,261	6,723	4,708		Adj by Finance. Benefits paid with overtime adjustment
1169		STREET	STREET MAINT/CONSTRUCTION	104.720.542.66.31	Office & Operating Supplies	36,962	22,104	45,000	60,000		Salt, sand and De-icer supply
1170		STREET	STREET MAINT/CONSTRUCTION	104.720.542.66.40	Interfund Services	11,490	9,028	13,542	12,717		
1171		STREET	STREET MAINT/CONSTRUCTION	104.720.542.66.41	Professional Services	-	992	2,000	2,000		Snow and Ice professional services, Tow truck etc.
1172		STREET	STREET MAINT/CONSTRUCTION	104.720.542.66.48	Repairs & Maintenance	-	-	2,000	2,000		Deicer pumps, snow shovels and Snow and ice gear repair
1173	ROADSIDE	STREET	STREET MAINT/CONSTRUCTION						-		
1174		STREET	STREET MAINT/CONSTRUCTION	104.720.542.70.10	Salaries & Wages	84,559	29,116	50,000	68,042		Streets - Construction - vegetation control ditches
1175		STREET	STREET MAINT/CONSTRUCTION	104.720.542.70.12	Overtime	465	292	1,000	1,000		
1176		STREET	STREET MAINT/CONSTRUCTION	104.720.542.70.20	Personnel Benefits	21,917	15,740	24,057	30,000		
1177		STREET	STREET MAINT/CONSTRUCTION	104.720.542.70.31	Office & Operating Supplies	4,985	1,015	5,000	5,000		roadside ppe and tools, chainsaws, chains, weed eaters etc.
1178		STREET	STREET MAINT/CONSTRUCTION	104.720.542.70.40	Interfund Services	22,980	18,056	27,084	25,435		
1179		STREET	STREET MAINT/CONSTRUCTION	104.720.542.70.41	Professional Services	553	-	20,000	20,000		Tree services have increased, etc. this years trees got billed somewhere else be will be fine tuning this bars number
1180	MAINTENANCE ADMINISTRATION & OV	STREET	STREET MAINT/CONSTRUCTION						-		
1181		STREET	STREET MAINT/CONSTRUCTION	104.720.542.90.43	Travel & Training	78	-	7,000	7,000		
1182		STREET	STREET MAINT/CONSTRUCTION	104.720.542.90.44	Taxes & Operating Assessments	-	-	-	-		
1183		STREET	STREET MAINT/CONSTRUCTION	104.720.542.90.49	Miscellaneous	-	-	-	-		
1184	TOTAL		STREET MAINT/CONSTRUCTION			6,015,775	5,886,566	10,478,275	12,852,198		
1185	VEHICLE & EQUIPMENT FLEET	EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET						-		
1186	CENTRALIZED PUBLIC WORKS ADMINIS	EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET						-		
1187		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.10	Salaries & Wages	49,031	41,336	54,565	83,869		Operations Admin
1188		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.20	Personnel Benefits	22,347	17,790	26,647	36,621		
1189		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.31	Office & Operating Supplies	2,110	1,675	3,500	3,500		Copier rental, paper and office supplies.
1190		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.35	Small Tools & Minor Equipment	599	(176)	1,000	1,000		Office Equipment front office
1191		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.40	Interfund Services	150,168	129,223	110,285	167,712		
1192		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.41	Professional Services	53,579	14,598	40,000	40,000		security system emergent repairs and upgrades, Ops Facility emergent repairs, maintenance and improvements.
1193		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.42	Communication	4,602	100	5,000	5,000		Cell phones and iPad, admin phones
1194		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.43	Travel & Training	2,130	1,060	4,500	4,500		Admin Training,
1195		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.44	Taxes & Operating Assessments	456	118	-	-		
1196		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.45	Operating Rentals & Leases	-	-	-	-		
1197		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.47	Utility Services	28,570	13,302	31,000	30,000		Estimated
1198		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.31.48	Repairs & Maintenance	52,853	-	-	10,000		repairs, maintenance and improvements. electrical in back yard.
1199	MECHANICAL SHOPS	EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET			-	-	-	-		
1200		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.32.10	Salaries & Wages	5,390	6,626	10,098	10,441		Mechanical Shop- partial salary
1201		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.32.12	Overtime	50	208	-	-		no planned OT for this number
1202		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.32.20	Personnel Benefits	4,128	3,362	4,300	4,929		
1203		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.32.31	Office & Operating Supplies	5,483	6,477	6,000	7,000		shop ppe, uniforms
1204		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.32.35	Small Tools & Minor Equipment	20,254	148	12,500	12,500		Aging tools & equipment
1205		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.32.46	Insurance	3,565	3,884	13,973	625		
1206		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.32.48	Repairs & Maintenance	4,985	-	7,000	7,000		Spill containment upgrades, shop repairs, maintenance and improvements
1207	EQUIPMENT RENTAL ADMINISTRATION	EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET						-		
1208		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.61.10	Salaries & Wages	27,543	28,336	41,211	42,064		Manager/supervisor - partial salary
1209		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.61.12	Overtime	285	578	250	250		Emergency OT Mechanics
1210		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.61.20	Personnel Benefits	18,379	14,660	18,702	20,946		Finance Adj. Benefits paid with the OT adj
1211		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.61.31	Office & Operating Supplies	462	216	500	500		shop offices supplies
1212		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.61.41	Professional Services	2,747	867	3,500	5,000		shop services, heater repairs, hoist repairs & inspections
1213		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.61.42	Communication	2,819	777	3,500	3,500		shop computer and software
1214		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.61.43	Travel & Training	2,395	6,374	8,000	8,000		Mechanic training, Ladder truck and new Hydro excavator coming will need training.
1215	EQUIPMENT RENTAL OPERATIONS	EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET						-		
1216		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.10	Salaries & Wages	291,492	209,831	292,117	298,029		
1217		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.12	Overtime	2,037	4,033	2,000	1,835		mechanic Overtime,
1218		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.20	Personnel Benefits	130,647	104,139	132,848	148,672		Finance Adj. Benefits paid with the OT adj

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1219		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.31	Office & Operating Supplies	818	2,529	1,500	3,000		gloves, chemicals, ppe
1220		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.32	Fuel Consumed	380,823	222,263	430,000	400,000		Fuel for all City vehicle and generators estimated.
1221		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.35	Small Tools & Minor Equipment	7,784	1,717	6,000	6,000		Ladder truck and hydro truck and garbage trucks may require new tools.
1222		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.41	Professional Services	6,242	7,160	132,000	130,000		new use of this number, shifted load testing from 62.48. Hoist inspections. and all outside repairs and inspections on equipment. Annual boom truck cert, all emergent contracted equipment repairs, generator load testing etc.
1223		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.46	Insurance	77,542	92,364	-	90,523		Fleet vehicles 73,857; upland marine 12,624; dock and boat 4042
1224		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.548.62.48	Repairs & Maintenance	372,562	248,959	300,000	325,000		Split out \$50k and shift to 62.41. all Equipment repair and maintenance parts, Tires, Oil, ETC.
1225	CENTRAL SERVICES	EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET						-		
1226		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.594.18.62	Buildings & Structures (Acquisition, Con	-	81,495	300,000	-		Ops building expansion
1227	MOTOR POOL VEHICLES/PUBLIC WORK	EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET						-		
1228		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET	501.790.594.48.60	Capital Outlays	1,765,815	704,478	1,694,996	550,000		
1229		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET							200,000	Replace WTP Generator, at the Pointe
1230		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET							200,000	Replace WTP Generator, at A Avenue
1231		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET							60,000	Replace Truck, #100
1232		EQUIPMENT RENTAL	VEHICLE & EQUIPMENT FLEET							90,000	Replace Truck, #158
1233	TOTAL		VEHICLE & EQUIPMENT FLEET			3,500,690	1,970,507	3,697,492	2,458,018		
1234	WATER UTILITIES	WATER	WATER MAINTENANCE						-		
1235	WATER MAINTENANCE ADMINISTRATIVE	WATER	WATER MAINTENANCE						-		
1236		WATER	WATER MAINTENANCE	401.740.534.13.10	Salaries & Wages	120,159	63,628	78,779	85,588		
1237		WATER	WATER MAINTENANCE	401.740.534.13.12	Overtime	-	22	-	-		
1238		WATER	WATER MAINTENANCE	401.740.534.13.20	Personnel Benefits	33,492	26,172	38,875	39,016		
1239		WATER	WATER MAINTENANCE	401.740.534.13.31	Office & Operating Supplies	1,676	2,311	2,500	2,500		
1240		WATER	WATER MAINTENANCE							1,000	Pens, Pencils, notebooks, paper - increased based on prior two year actuals
1241		WATER	WATER MAINTENANCE							1,500	Public education programs for water conservation, cross-connection control
1242		WATER	WATER MAINTENANCE	401.740.534.13.40	Interfund Services	28,912	45,080	67,619	62,147		
1243		WATER	WATER MAINTENANCE	401.740.534.13.41	Professional Services	9,043	15,544	10,800	12,000		Increased from 2024 based on actual expense. Paint supplies increased, fiber locates increased cost of supplies
1244		WATER	WATER MAINTENANCE							6,000	Uniforms
1245		WATER	WATER MAINTENANCE							500	CDL Physical
1246		WATER	WATER MAINTENANCE							2,500	Locate Supplies
1247		WATER	WATER MAINTENANCE							3,000	Utility Pipe Locator
1248		WATER	WATER MAINTENANCE	401.740.534.13.42	Communication	8,920	6,086	7,500	8,000		Increased to \$200.00 based on service price increase
1249		WATER	WATER MAINTENANCE	401.740.534.13.43	Travel & Training	5,347	6,750	8,000	12,000		Increased due to number of required certified staff requiring college education every three years
1250		WATER	WATER MAINTENANCE							2,000	FA/CPR/BBP classes
1251		WATER	WATER MAINTENANCE							10,000	Certification training
1252		WATER	WATER MAINTENANCE	401.740.534.13.46	Insurance	241,020	293,947	286,050	352,054		
1253		WATER	WATER MAINTENANCE	401.740.534.13.47	Utility Services	2,386	875	5,000	5,000		Water's utility portion at operations
1254	WATER TRANSMISSION SYSTEM	WATER	WATER MAINTENANCE						-		
1255		WATER	WATER MAINTENANCE	401.740.534.61.10	Salaries & Wages	79,524	58,717	132,664	82,607		
1256		WATER	WATER MAINTENANCE	401.740.534.61.12	Overtime	390	765	300	-		
1257		WATER	WATER MAINTENANCE	401.740.534.61.20	Personnel Benefits	30,127	24,377	50,651	33,732		
1258		WATER	WATER MAINTENANCE	401.740.534.61.31	Office & Operating Supplies	6,606	9,662	5,000	5,000		Operating supplies
1259		WATER	WATER MAINTENANCE	401.740.534.61.40	Interfund Services	19,606	14,523	21,784	28,950		
1260		WATER	WATER MAINTENANCE	401.740.534.61.46	Insurance	7,523	7,101	-	-		
1261		WATER	WATER MAINTENANCE	401.740.534.61.47	Utility Services	3,125	2,114	4,500	5,000		Electricity for rectifiers increased due to PSE increase 12 percent prediction
1262		WATER	WATER MAINTENANCE	401.740.534.61.48	Repairs & Maintenance	72,618	212,579	135,000	175,000		Increase \$10,000 for rectifier cathodic protection initiation and startup services
1263	WATER DISTRIBUTION SYSTEM	WATER	WATER MAINTENANCE							150,000	Repair and maintenance on transmission line

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1264		WATER	WATER MAINTENANCE			-	-	-		25,000	Cathodic Protection
1265		WATER	WATER MAINTENANCE	401.740.534.62.10	Salaries & Wages	490,223	444,565	545,573	619,035		
1266		WATER	WATER MAINTENANCE	401.740.534.62.12	Overtime	1,571	6,939	5,000	4,075		
1267		WATER	WATER MAINTENANCE	401.740.534.62.20	Personnel Benefits	207,857	177,163	209,916	247,177		
1268		WATER	WATER MAINTENANCE	401.740.534.62.31	Office & Operating Supplies	64,314	35,546	157,000	190,000		Increased \$30,000 due to 20 percent increase in parts costs.
1269		WATER	WATER MAINTENANCE							142,000	Operating supplies
1270		WATER	WATER MAINTENANCE							8,000	Backflow software
1271		WATER	WATER MAINTENANCE							2,000	Repairs to city owned backflow assemblies
1272		WATER	WATER MAINTENANCE							8,000	O&M for mains/laterals/ARV/PRV
1273		WATER	WATER MAINTENANCE							5,000	safety gear/vests/boots/raingear/gloves/hearing protection
1274		WATER	WATER MAINTENANCE							25,000	Yearly cost for water model
1275		WATER	WATER MAINTENANCE	401.740.534.62.35	Small Tools & Minor Equipment	20,375	11,782	25,000	30,000		Increased to support Uni-directional flushing program. Additional tools and equipment are needed to modify how water mains are cleaned.
1276		WATER	WATER MAINTENANCE							20,000	Small tool replacement
1277		WATER	WATER MAINTENANCE							10,000	Additional flushing equipment for UDF
1278		WATER	WATER MAINTENANCE	401.740.534.62.40	Interfund Services	128,687	98,285	147,427	192,457		
1279		WATER	WATER MAINTENANCE	401.740.534.62.41	Professional Services	-	1,047	160,000	130,000		Engineering services to support Lead and Copper, Water Quality Improvements
1280		WATER	WATER MAINTENANCE	401.740.534.62.45	Operating Rentals & Leases	-	-	-	-		
1281		WATER	WATER MAINTENANCE	401.740.534.62.47	Utility Services	443	230	6,000	8,000		Electricity for meters/PRVs
1282	IN CITY MAINTENANCE OF SERVICES	WATER	WATER MAINTENANCE						-		
1283		WATER	WATER MAINTENANCE	401.740.534.63.10	Salaries & Wages	71,163	30,701	167,048	39,715		
1284		WATER	WATER MAINTENANCE	401.740.534.63.12	Overtime	21	600	200	-		
1285		WATER	WATER MAINTENANCE	401.740.534.63.20	Personnel Benefits	13,796	13,549	14,263	17,025		
1286		WATER	WATER MAINTENANCE	401.740.534.63.31	Office & Operating Supplies	407,242	13,057	515,000	525,000		Increased based on water meter project was located in CFP and now is budgeted in M&O
1287		WATER	WATER MAINTENANCE							10,000	Debris removal
1288		WATER	WATER MAINTENANCE							515,000	Meter/register/radio replacements. Service renewals - Was in CFP and now in M&O per Heiko
1289		WATER	WATER MAINTENANCE	401.740.534.63.40	Interfund Services	79,607	61,930	92,895	119,987		
1290		WATER	WATER MAINTENANCE	401.740.534.63.41	Professional Services	34,978	31,965	65,000	65,000		Software support for meters, leak detection
1291		WATER	WATER MAINTENANCE							33,000	Sensus software as a service agreement
1292		WATER	WATER MAINTENANCE							12,000	Engineering small projects
1293		WATER	WATER MAINTENANCE							20,000	Meter calibrations, Sensus upgrades
1294		WATER	WATER MAINTENANCE	401.740.534.63.48	Repairs & Maintenance				-		
1295	FIRE HYDRANTS MAINTENANCE	WATER	WATER MAINTENANCE						-		
1296		WATER	WATER MAINTENANCE	401.740.534.64.10	Salaries & Wages	22,200	19,943	31,556	27,808		
1297		WATER	WATER MAINTENANCE	401.740.534.64.12	Overtime	11	212	600	-		
1298		WATER	WATER MAINTENANCE	401.740.534.64.20	Personnel Benefits	13,924	8,063	16,020	11,133		
1299		WATER	WATER MAINTENANCE	401.740.534.64.31	Office & Operating Supplies	3,533	2,048	20,000	20,000		Fire hydrant maintenance, replacement/repair
1300		WATER	WATER MAINTENANCE	401.740.534.64.40	Interfund Services	11,769	8,718	13,076	17,378		
1301	WATER UTILITIES	WATER	WATER MAINTENANCE						-		
1302		WATER	WATER MAINTENANCE	401.740.594.34.62	Buildings & Structures (Acquisition, Con	-	-	-	-		
1303		WATER	WATER MAINTENANCE	401.740.594.34.63	Other Improvements	1,962,535	1,843,800	4,704,982	6,503,000		
1304		WATER	WATER MAINTENANCE							2,750,000	Pass Lake 10-inch Waterline Repair/Replace
1305		WATER	WATER MAINTENANCE							420,000	West March Point Road Waterline Construction
1306		WATER	WATER MAINTENANCE							120,000	Cathodic Protection Transmission Main
1307		WATER	WATER MAINTENANCE							90,000	36-inch Transmission Line Repair near Swinomish Slough
1308		WATER	WATER MAINTENANCE							225,000	Water System Plan Update
1309		WATER	WATER MAINTENANCE							650,000	Water System Security Update
1310		WATER	WATER MAINTENANCE							1,620,000	Pipeline Replacements
1311		WATER	WATER MAINTENANCE							8,000	A Avenue Booster Station Re-roof
1312		WATER	WATER MAINTENANCE							5,000	Fidalgo Bay Estates Booster Station Re-roof
1313		WATER	WATER MAINTENANCE							300,000	Reservoir Upgrades and Maintenance
1314		WATER	WATER MAINTENANCE							240,000	Whistle Lake Dam Project
1315		WATER	WATER MAINTENANCE	401.740.594.34.64	MACHINERY & EQUIPMENT	-	87,972		-	75,000	Flatbed truck

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1316	TOTAL		WATER MAINTENANCE			4,204,723	3,688,372	7,751,578	9,675,383		
1317	WATER UTILITIES	WATER	WATER TREATMENT PLANT						-		
1318	WATER TREATMENT PLANT	WATER	WATER TREATMENT PLANT						-		
1319		WATER	WATER TREATMENT PLANT	401.730.534.10.10	Salaries & Wages	1,259,694	941,397	1,294,660	1,337,062		
1320		WATER	WATER TREATMENT PLANT	401.730.534.10.12	Overtime	20,124	29,713	30,000	30,000		
1321		WATER	WATER TREATMENT PLANT	401.730.534.10.20	Personnel Benefits	500,508	380,382	490,450	546,234		
1322		WATER	WATER TREATMENT PLANT	401.730.534.10.31	Office & Operating Supplies	276,135	130,819	317,816	344,000		Office and Operating supplies
1323		WATER	WATER TREATMENT PLANT							21,500	Office supplies
1324		WATER	WATER TREATMENT PLANT							5,000	Plant operating supplies
1325		WATER	WATER TREATMENT PLANT							130,000	Plant equipment repair & maintenance
1326		WATER	WATER TREATMENT PLANT							10,000	Plant pump maintenance
1327		WATER	WATER TREATMENT PLANT							30,000	Lab supplies
1328		WATER	WATER TREATMENT PLANT							50,000	Process analyzers
1329		WATER	WATER TREATMENT PLANT							20,000	Safety supplies & services
1330		WATER	WATER TREATMENT PLANT							7,000	Uniforms
1331		WATER	WATER TREATMENT PLANT							1,500	HVAC system filters & belts
1332		WATER	WATER TREATMENT PLANT							10,000	Lubricants
1333		WATER	WATER TREATMENT PLANT							14,000	Chemical feed pump replacement parts
1334		WATER	WATER TREATMENT PLANT							20,000	Acti-Flow system replacement parts
1335		WATER	WATER TREATMENT PLANT							3,500	Misc. pipe fittings and tubing
1336		WATER	WATER TREATMENT PLANT							20,000	Replace co-ag feed pumps
1337		WATER	WATER TREATMENT PLANT							1,500	Public education materials - water conservation, cross-connection
1338		WATER	WATER TREATMENT PLANT	401.730.534.10.32	Fuel Consumed	176	296	700	1,000		Fuel Consumed
1339		WATER	WATER TREATMENT PLANT							1,000	Propane and ethanol free unleaded
1340		WATER	WATER TREATMENT PLANT	401.730.534.10.34	Supplies Purchased for Resale	384,105	428,113	429,400	534,400		Supplies Purchased for Resale - water treatment chemicals
1341		WATER	WATER TREATMENT PLANT							150,000	Aluminum Sulfate
1342		WATER	WATER TREATMENT PLANT							90,000	Sodium Hydroxide
1343		WATER	WATER TREATMENT PLANT							42,400	Coag Poly
1344		WATER	WATER TREATMENT PLANT							12,000	Coag Sand
1345		WATER	WATER TREATMENT PLANT							240,000	Sodium Hypochlorite
1346		WATER	WATER TREATMENT PLANT	401.730.534.10.35	Small Tools & Minor Equipment	4,139	5,307	6,500	10,000		Small Tools & Minor Equipment
1347		WATER	WATER TREATMENT PLANT						-	8,000	Small Tools
1348		WATER	WATER TREATMENT PLANT						-	2,000	Minor Equipment
1349		WATER	WATER TREATMENT PLANT	401.730.534.10.40	Interfund Services	77,952	62,262	93,393	106,266		
1350		WATER	WATER TREATMENT PLANT	401.730.534.10.41	Professional Services	222,293	114,985	370,775	323,450		Professional Services, intergovernmental services
1351		WATER	WATER TREATMENT PLANT							82,000	Outside engineering
1352		WATER	WATER TREATMENT PLANT							120,000	Filter pilot study
1353		WATER	WATER TREATMENT PLANT							3,000	Fire alarm monitoring
1354		WATER	WATER TREATMENT PLANT							150	Newspaper postings, printing, ads
1355		WATER	WATER TREATMENT PLANT							22,500	Wonderware licensing
1356		WATER	WATER TREATMENT PLANT							18,000	Outside lab: Plant
1357		WATER	WATER TREATMENT PLANT							18,000	Outside lab: Distribution
1358		WATER	WATER TREATMENT PLANT							10,000	SCADA System Support
1359		WATER	WATER TREATMENT PLANT							6,000	Allmax OP10
1360		WATER	WATER TREATMENT PLANT							10,500	Various - ShakeAlert
1361		WATER	WATER TREATMENT PLANT							800	Shiftnote License
1362		WATER	WATER TREATMENT PLANT							2,000	Win 911 License
1363		WATER	WATER TREATMENT PLANT							4,500	Cartegraph
1364		WATER	WATER TREATMENT PLANT							4,000	Intergov: DOE Stormwater permit (NPDES)
1365		WATER	WATER TREATMENT PLANT							18,000	Intergov: DOH Operating permit
1366		WATER	WATER TREATMENT PLANT							500	Intergov: Lab accreditation
1367		WATER	WATER TREATMENT PLANT							1,500	Intergov: DOH Sanitary survey
1368		WATER	WATER TREATMENT PLANT							2,000	Intergov: DOH Project Review Fees
1369		WATER	WATER TREATMENT PLANT	401.730.534.10.42	Communication	23,342	12,764	20,010	20,010		Communication
1370		WATER	WATER TREATMENT PLANT							8,100	Phone/general communications
1371		WATER	WATER TREATMENT PLANT							11,800	SCADA Modems

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
#	TITLE	Fund	Department	BARS	Account	23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1372		WATER	WATER TREATMENT PLANT							110	Postage
1373		WATER	WATER TREATMENT PLANT	401.730.534.10.43	Travel & Training	20,167	23,199	46,579	30,579		Travel & Training
1374		WATER	WATER TREATMENT PLANT							26,325	Operator Certification
1375		WATER	WATER TREATMENT PLANT							5,000	Membership, Dues, Subscriptions
1376		WATER	WATER TREATMENT PLANT							3,000	Safety & Health Training
1377		WATER	WATER TREATMENT PLANT			-	-	-		7,254	Software Training
1378		WATER	WATER TREATMENT PLANT							5,000	General Training Materials
1379		WATER	WATER TREATMENT PLANT	401.730.534.10.44	Taxes & Operating Assessments	-	-	-			
1380		WATER	WATER TREATMENT PLANT	401.730.534.10.45	Operating Rentals & Leases	-	-	-	-		
1381		WATER	WATER TREATMENT PLANT	401.730.534.10.46	Insurance	48,906	43,123	47,326	42,931		
1382		WATER	WATER TREATMENT PLANT	401.730.534.10.47	Utility Services	995,056	770,133	1,140,000	1,153,800		Utility Services
1383		WATER	WATER TREATMENT PLANT							1,100,000	Electricity
1384		WATER	WATER TREATMENT PLANT							50,000	Natural Gas
1385		WATER	WATER TREATMENT PLANT							3,800	Solid Waste Disposal
1386		WATER	WATER TREATMENT PLANT	401.730.534.10.48	Repairs & Maintenance	448,909	174,935	397,742	397,742		
1387		WATER	WATER TREATMENT PLANT							500	Office equipment maintenance
1388		WATER	WATER TREATMENT PLANT							10,000	Plant pumps outside repair
1389		WATER	WATER TREATMENT PLANT							1,000	Sand & gravel
1390		WATER	WATER TREATMENT PLANT							210,000	Preventive maintenance & repairs
1391		WATER	WATER TREATMENT PLANT			-	-	-		32,742	HVAC Maintenance and Service Agreements
1392		WATER	WATER TREATMENT PLANT			-	-	-		3,500	Overhead Cranes Annual Service
1393		WATER	WATER TREATMENT PLANT			-	-	-		140,000	Electrical gear maintenance
1394	INTAKE OPERATIONS	WATER	WATER TREATMENT PLANT								
1395		WATER	WATER TREATMENT PLANT	401.730.534.20.10	Salaries & Wages	47,196	35,061	48,529	50,422		
1396		WATER	WATER TREATMENT PLANT	401.730.534.20.12	Overtime	905	1,312	1,500	1,500		
1397		WATER	WATER TREATMENT PLANT	401.730.534.20.20	Personnel Benefits	19,308	14,578	19,266	20,921		
1398		WATER	WATER TREATMENT PLANT	401.730.534.20.31	Office & Operating Supplies	1,880	1,525	8,000	8,000		Intake Office & Operating Supplies
1399		WATER	WATER TREATMENT PLANT			-	-	-		3,500	Intake Pump Repair & Maintenance
1400		WATER	WATER TREATMENT PLANT			-	-	-		3,500	Intake Structure Repairs
1401		WATER	WATER TREATMENT PLANT			-	-	-		1,000	General Operation Supplies
1402		WATER	WATER TREATMENT PLANT	401.730.534.20.35	Small Tools & Minor Equipment	-	-	1,000	1,000		
1403		WATER	WATER TREATMENT PLANT			-	-	-		700	Intake Small Tools
1404		WATER	WATER TREATMENT PLANT			-	-	-		300	Intake Minor Equipment
1405		WATER	WATER TREATMENT PLANT	401.730.534.20.40	Interfund Services	77,952	62,262	93,393	106,266		
1406		WATER	WATER TREATMENT PLANT	401.730.534.20.41	Professional Services	7,424	825	1,000	1,500		Intake Professional Services
1407		WATER	WATER TREATMENT PLANT							1,500	Intake Porto-Potty Rental
1408		WATER	WATER TREATMENT PLANT	401.730.534.20.47	Utility Services	71,162	6,081	4,620	4,620		Intake Utility Services
1409		WATER	WATER TREATMENT PLANT			-	-	-		4,620	Intake Electricity
1410		WATER	WATER TREATMENT PLANT	401.730.534.20.48	Repairs & Maintenance	-	3,480	107,500	107,500		Repairs & Maintenance - Contracted
1411	DISTRIBUTION RESERVOIRS	WATER	WATER TREATMENT PLANT							15,000	Intake Teneral Repairs & Maintenance, enerator Plugin
1412		WATER	WATER TREATMENT PLANT			-	-	-		20,000	Intake Dike Mowing, Building Maintenance
1413		WATER	WATER TREATMENT PLANT			-	-	-		10,500	SSCADA Programming (QCC)
1414		WATER	WATER TREATMENT PLANT			-	-	-		62,000	Backup generator manual transfer switch installation
1415		WATER	WATER TREATMENT PLANT	401.730.534.30.31	Office & Operating Supplies	63,972	58,193	59,000	66,000		Boosters Office & Operating Supplies
1416		WATER	WATER TREATMENT PLANT							10,000	Boosters Fluoride
1417		WATER	WATER TREATMENT PLANT							10,000	Boosters Operating Supplies
1418		WATER	WATER TREATMENT PLANT							8,000	Boosters Lab Supplies
1419		WATER	WATER TREATMENT PLANT							8,000	Boosters Instrumentation
1420		WATER	WATER TREATMENT PLANT							15,000	Boosters Facility Materials & Maintenance
1421		WATER	WATER TREATMENT PLANT							5,000	Boosters Site Repairs
1422		WATER	WATER TREATMENT PLANT							10,000	Boosters Tank Repairs & Maintenance
1423		WATER	WATER TREATMENT PLANT	401.730.534.30.35	Small Tools & Minor Equipment	-	2,467	1,500	1,500		Boosters Small Tools & Minor Equipment
1424		WATER	WATER TREATMENT PLANT			-	-	-		1,000	Boosters Small Tools
1425		WATER	WATER TREATMENT PLANT			-	-	-		500	Boosters Minor Equipment
1426		WATER	WATER TREATMENT PLANT	401.730.534.30.40	Interfund Services	77,952	62,262	93,393	106,266		
1427		WATER	WATER TREATMENT PLANT	401.730.534.30.41	Professional Services	20,553	24,933	34,800	34,800		Boosters Professional Services
1428		WATER	WATER TREATMENT PLANT							10,000	Boosters SCADA Support
1429		WATER	WATER TREATMENT PLANT							5,000	Boosters Fluoride Waste Disposal

Total	85,637,376	68,866,799	109,933,038	113,987,158
-------	------------	------------	-------------	-------------

						2023	2024		2025		
						23Actual	24Actual	24Budget	25Budget Request	25Budget Detail	25Description
1430		WATER	WATER TREATMENT PLANT							3,000	Booster Porta-Potty Rental - Penn Ave - Rickridge
1431		WATER	WATER TREATMENT PLANT							3,000	Boosters Pest Control
1432		WATER	WATER TREATMENT PLANT			-	-	-		13,800	Boosters General Professional Services
1433		WATER	WATER TREATMENT PLANT	401.730.534.30.47	Utility Services	54,959	43,521	61,000	61,000		Booster Utility Services
1434		WATER	WATER TREATMENT PLANT	401.730.534.30.48	Repairs & Maintenance	150,572	-	110,000	110,000		Boosters Repairs & Maintenance - Contracted
1435		WATER	WATER TREATMENT PLANT							5,000	Reservoir Cathodic Protection
1436		WATER	WATER TREATMENT PLANT							65,000	Reservoir Clean & Inspect
1437		WATER	WATER TREATMENT PLANT							5,000	Boosters Water Quality Outside Repairs
1438	CAPITAL EXPENDITURES/EXPENSES	WATER	WATER TREATMENT PLANT							5,000	Booster Pump Outside Repairs
1439		WATER	WATER TREATMENT PLANT			-	-	-		20,000	Outside Engineering Support
1440		WATER	WATER TREATMENT PLANT			-	-	-		10,000	Process Analyzers
1441		WATER	WATER TREATMENT PLANT	401.730.594.34.63	Other Improvements	27,779	2,705,800	675,000	1,925,000		
1442		WATER	WATER TREATMENT PLANT							60,000	WTP Maintenance/Storage Building
1443		WATER	WATER TREATMENT PLANT							380,000	Phase 4 & 5 WTP Controls Reliability
1444		WATER	WATER TREATMENT PLANT							960,000	WTP Discharge Meter Replacement
1445		WATER	WATER TREATMENT PLANT							125,000	WTP Filter Optimization
1446		WATER	WATER TREATMENT PLANT							400,000	WTP Emergent Equipment Replacements
1447		WATER	WATER TREATMENT PLANT	401.730.594.34.64	Machinery & Equipment			41,000	43,000	43,000	Additional service truck WTP
1448	POLLUTION REMEDIATION	WATER	WATER TREATMENT PLANT	401.730.598.50.00	Pollution Remediation Liabilities	390,719	-	-	-		
1449	TOTAL		WATER TREATMENT PLANT			5,293,837	6,139,731	6,045,852	7,526,769		

LONG TERM DEBT

As a municipal government in the State of Washington, the City of Anacortes is authorized to become indebted, within limits, as outlined in Article 8 Section 6 of the Washington State Constitution. The debt limit of the City is generally 1.5% of the City's total Assessed Value, as outlined in RCW 39.36.020.

The City may issue the following types of debt:

General obligation (GO) debt is secured by the full faith and credit of the City. The City pledges its tax revenues unconditionally to pay the interest and principal on the debt as it matures.

- **Limited tax general obligation (LTGO)** bonds (also called "councilmanic" bonds, or non-voted debt), may be issued by a vote of City Council. As the voters have not been asked to approve a tax increase to pay for the principal and interest, general fund revenues must be pledged to pay the debt service on LTGO. LTGO debt does not provide any additional revenue to fund debt service payments but must be paid from existing revenue sources.
- **Unlimited tax general obligation (UTGO)** bonds (also called voted debt) must be approved by 60% of the voters, with a voter turnout equal to at least 40% of those who voted in the most recent general election. When the voters are being asked to approve the issuance of these bonds, they are simultaneously asked to approve an excess levy which raises their property taxes to cover the debt service payments. UTGO bonds can be used only for capital purposes. Replacement of equipment is not a permitted use per RCW 84.52.056.

Revenue debt may be issued to finance projects for any enterprise that is self-supporting. RCW 35.41.030 provides authority for the City to issue revenue bonds, and the repayment is guaranteed by the specific revenues generated by the issuer. In the case of the City, Revenue bonds have been issued to finance water and wastewater projects, and payment for debt service on revenue bonds comes from user fees generated by the Utility. Revenue bonds are not backed by the full faith and credit of the City.

Refunding bonds is a procedure where the City refinances an outstanding bond issue by issuing new bonds. These bonds are generally issued to obtain lower interest rates on the later years of a long term bond issue. The new obligations are referred to as the "refunding bonds" and the outstanding obligations being refinanced are referred to as the "refunded bonds" or the "prior issue."

DEBT SCHEDULE

The name of a Bond issue is generally referred to as the year it was issued, and the type of debt. E.g. the bond issued in 2022 to refund the Water Utility bond from 2012, is referred to as the 2022 Refunding bond.

In March of 2021 the City obtained a \$4.5 million revolving line of credit that is backed by the full faith and credit of the City's taxing authority; the use of these funds was to fund the backbone buildout of the City's fiber optic broadband system. The Line of Credit was paid back in January of 2024. The City is currently holding no General Obligation Debt.

The City is planning on issue General Obligation Bonds totaling \$12.6 million on December 18, 2024. That bond issue will provide capital needed to continue (and complete) the Access Fiber Broadband infrastructure project.

As of January 1st 2025 the City is holding the following debt, as illustrated on the City's Debt Schedule:

City of Anacortes						
Schedule of Long Term Debt						
For the Year Ended 2024						
General Obligation Debt	Issue Date	Maturity Date	Interest Rate	Original Amount Issued	Redemptions to Date	Amount Outstanding 12/31/24
Limited Tax General Obligation Bond, 2024 *	12/18/2024	12/1/2054	1.75%	12,600,000	0	12,600,000
Revenue Debt	Issue Date	Maturity Date	Interest Rate	Original Amount Issued	Redemptions to Date	Amount Outstanding 12/31/24
2017 Water Revenue	12/28/2017	12/1/2026	1.98%	6,635,000	5,285,000	1,350,000
PWTF Loan 2010 Water	10/1/2011	7/1/2029	0.50%	1,000,000	774,306	225,694
PWTF Loan 2012 Water	6/14/2012	6/1/2031	0.50%	10,000,000	6,315,789	3,684,211
2019 Drinking Water Loan	5/23/2019	10/1/2035	1.50%	4,438,036	1,566,366	2,871,670
2020 Utility System Revenue & Refunding	10/20/2020	12/1/2041	2.04%	24,925,000	4,260,000	20,665,000
2022 Utility System Refunding	5/12/2022	12/1/2032	2.62%	7,120,000	1,850,000	5,270,000
				\$54,118,036	\$20,051,461	\$34,066,575
* Please note the \$12.6 million bond is estimated at the time of budget development. The bond issue is scheduled for December 18, 2024.						

ORDINANCE NO. 4003

AN ORDINANCE ADOPTING A FUND BALANCE POLICY FOR THE CITY OF ANACORTES

Whereas; Ordinance 2995 approved on November 21, 2016 adopted a comprehensive fund balance policy for the City of Anacortes; and

Whereas; the City of Anacortes recognizes there are necessary clarifications as to which Accounting Funds and which types of expenditures are included in the Emergency Reserve Calculation; and

Whereas; after discussion with Mayor, staff and City Council, those edits have been incorporated into said City of Anacortes Fund Balance Policy;

Now, therefore, the City Council of the City of Anacortes does ordain as follows:

Section 1. Ordinance 2995 dated November 21, 2016 is hereby repealed.

Section 2. The attached document dated December 2021 entitled *City of Anacortes Fund Balance Policy* is hereby adopted as the official fund balance policy of the City.

Section 3. 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 13th day of December, 2021.

CITY OF ANACORTES:

Laurie Gere

Laurie Gere, Mayor

ATTEST:

St D Hoglund

Steven D. Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam

Darcy Swetnam, City Attorney

City of Anacortes

Fund Balance Policy

December 2021

Purpose

The City desires to maintain a prudent level of financial resources to guard its citizens against service disruption in the event of unexpected temporary revenue shortfalls or unanticipated and extraordinary one-time expenditures. Also, it is both prudent and fiscally responsible for the City of Anacortes to develop and maintain the financial reserves necessary to replace aging capital equipment and infrastructure. This policy will ensure that the City of Anacortes maintains adequate fund balances and reserves in order to:

1. Provide sufficient cash flow for daily financial needs,
2. Provide funding for necessary and desired capital improvements
3. Provide funding for necessary replacement and maintenance of assets
4. Offset significant economic downturns or revenue shortfalls, and
5. Provide funds for unforeseen expenses related to emergencies

Definitions

1. Fund Balance Classifications, as defined by generally accepted accounting principles (GAAP):
 - a. Nonspendable – consists of assets that are inherently nonspendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments.
 - b. Restricted – consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments; or through constitutional provisions or enabling legislation.
 - c. Committed – consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint.
 - d. Assigned – consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the general fund, and in funds other than the general fund, assigned fund balance represents the residual amount of fund balance.
 - e. Unassigned – represents the residual classification for the government's general fund, and could report a surplus or deficit. In funds other than the general fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.
2. A "reserve" refers to funds set aside for commitments in the future or for emergencies.

3. "Fund Balance" is defined as the excess of assets over liabilities. It varies as revenues are collected and deposited in the fund, assets are acquired or liquidated (i.e., sold, depreciated, or discarded), debt is incurred, and as expenses are made from the fund.
4. "Unrestricted Revenues" refers to general revenues including sales tax, property tax, and utility tax.
5. "Governmental Operating Funds" are funds General 001, Parks 101, Cemetery 102, Library 103, and Ambulance 110.
6. Expenditures are actual expenditures and do not include capital expenditures, nor ambulance billing write-offs, nor depreciation, nor other non cash expenditures that may be processed through the accounting system.

Basic Guidelines

1. We intend to achieve our vision in a way that maintains appropriate reserves. Reserves are a necessary component of protecting our vision.
2. Reserves are intended for specific purposes and will be used only for those purposes.
3. Reserves are intended to incentivize departments to save and plan long term.

Minimum Fund Balances

Nonspendable, Restricted, or Assigned Funds - Mandatory

The City of Anacortes currently has several funds that are either nonspendable, restricted, or assigned. These funds will be maintained at their legally restricted balances. E.G. The Forest Land Endowment Fund, AMC 3.46.010.

Replacement Reserve Funds - Mandatory

The City of Anacortes created two equipment replacement reserve funds to fund replacement of equipment over time by allocating part of each year's budget to this reserve. Each reserve fund is dedicated to a single purpose, one being vehicles and equipment and the other being computing equipment. These reserve fund balances are based on replacement cost and age of the equipment. The reserve should have a balance sufficient to replace each piece of equipment by the end of the equipment's useful life. In order to ensure the reserve is properly funded, the balance will be calculated annually based on replacement cost of each piece of equipment and the years remaining before replacement.

Economic Stabilization Reserve Fund - Target

A reserve account entitled "Economic Stabilization Reserve Fund" is established in the General Fund. Although accounted for in the General Fund, this reserve fund is intended for use when needed by the chosen governmental operating funds 001, 101, 102, 103, and 110. The reserve may also be known as the "Rainy Day Fund" and is considered to be a portion of committed fund balance. The use of this fund is intended to be after other unreserved fund balances have been spent, elevating the importance of this fund to more serious need situations. The Economic Stabilization Reserve Fund:

1. Has a targeted balance equal to 17% of the annual expenditures of the chosen governmental operating funds by the City of Anacortes;
2. May be spent, after approval of a majority plus one city council members, and after unreserved fund balance has been spent, as follows;

- a. Up to 100% of the available funds may be used for a bona fide natural causes emergency;
 - b. Up to 25% of the fund may be used to balance the next year's budget (and only for one year) if the next year's revenues are projected to be less than 90% of the current year's projected revenues; or
 - c. Up to 25% of the fund may be used to balance the next year's budget (and only for one year) to pay for a new unfunded judicial, state, or federal mandate that is imposed on the City.
3. Must be replenished within three years at a rate of at least one third of the outstanding balance per year.

Utility Rate Stabilization Fund Balance

A reserve account entitled "Utility Rate Stabilization Fund Balance" is established in each enterprise utility fund. This reserve is to be used to smooth rate changes due to unanticipated expenses or loss of revenue of the utility. If used, this fund will be replenished and customer rates will increase to recover the expense.

- a. The target balance must be 10% of the annual revenues of the utility funds.
- b. Must be replenished within three years at a rate of at least one third of the outstanding balance per year.

Unassigned Fund Balance

After all other fund balances and reserves are considered, it is the desire of the City to maintain a fund balance of 10% of fund specific expenditures.

Surplus Fund Balance

Should unassigned fund balance of the General Fund ever exceed the desired level, the City will consider such fund balance surpluses for one time expenditures that are nonrecurring in nature and which will not require substantial additional future expenses, outlays for maintenance, additional staffing or other recurring expenditures.

Certificate Of Completion

Envelope Id: D3F2F9F45AB8441C836F1DA197C2CF2F

Status: Completed

Subject: SIGNATURE REQUIRED: Approved Ordinance 4003

Source Envelope:

Document Pages: 4

Signatures: 3

Envelope Originator:

Certificate Pages: 5

Initials: 0

City Clerk

AutoNav: Enabled

PO Box 547

Enveloped Stamping: Enabled

904 6th St

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Anacortes, WA 98221

cityclerk@cityofanacortes.org

IP Address: 23.90.91.2

Record Tracking

Status: Original

Holder: City Clerk

Location: DocuSign

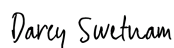
12/13/2021 9:56:03 PM

cityclerk@cityofanacortes.org

Signer Events**Signature****Timestamp**

Darcy Swetnam

darcys@cityofanacortes.org

Security Level: Email, Account Authentication
(None)

Sent: 12/13/2021 9:57:07 PM

Viewed: 12/14/2021 9:36:45 AM

Signed: 12/14/2021 9:36:52 AM

Signature Adoption: Pre-selected Style

Using IP Address: 23.90.91.2

Electronic Record and Signature Disclosure:

Accepted: 12/14/2021 9:36:45 AM

ID: a366be7b-31fe-44e9-b25f-9a1e021c498a

Steve Hoglund

steveh@cityofanacortes.org

City Clerk/Treasurer

City of Anacortes

Security Level: Email, Account Authentication
(None)

Sent: 12/13/2021 9:57:07 PM

Viewed: 12/13/2021 9:59:44 PM

Signed: 12/13/2021 9:59:51 PM

Signature Adoption: Drawn on Device

Using IP Address: 23.90.91.2

Electronic Record and Signature Disclosure:

Accepted: 1/8/2019 2:26:27 PM

ID: 9b1630a8-aa5f-4ac5-93eb-5700d104d979

Laurie Gere

laurieg@cityofanacortes.org

Security Level: Email, Account Authentication
(None)

Sent: 12/13/2021 9:57:07 PM

Viewed: 12/14/2021 8:34:23 AM

Signed: 12/14/2021 8:34:33 AM

Signature Adoption: Pre-selected Style

Using IP Address: 23.90.91.2

Electronic Record and Signature Disclosure:

Accepted: 12/14/2021 8:34:23 AM

ID: 6a3eee34-0c9f-49ee-ab7a-1d0ab43f2007

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp**

Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/13/2021 9:57:08 PM
Certified Delivered	Security Checked	12/14/2021 8:34:23 AM
Signing Complete	Security Checked	12/14/2021 8:34:33 AM
Completed	Security Checked	12/14/2021 9:36:52 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

DRAFT

CONSUMER DISCLOSURE

From time to time, Ingram Micro OBO Cities Digital Inc OBO City of Anacortes (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Ingram Micro OBO Cities Digital Inc OBO City of Anacortes:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: orders@citiesdigital.com

To advise Ingram Micro OBO Cities Digital Inc OBO City of Anacortes of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at orders@citiesdigital.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Ingram Micro OBO Cities Digital Inc OBO City of Anacortes

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to orders@citiesdigital.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Ingram Micro OBO Cities Digital Inc OBO City of Anacortes

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to orders@citiesdigital.com and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)

PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

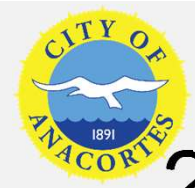
By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Ingram Micro OBO Cities Digital Inc OBO City of Anacortes as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Ingram Micro OBO Cities Digital Inc OBO City of Anacortes during the course of my relationship with you.

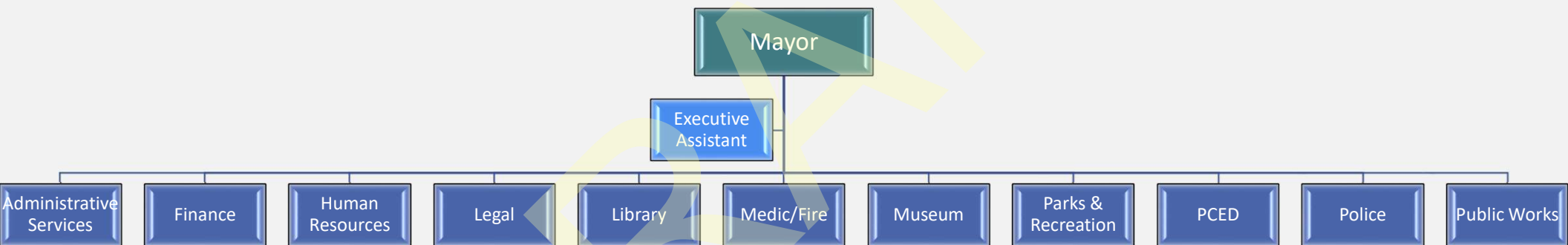
CITY OF ANACORTES

Organizational Charts for City Departments 2025 Budget



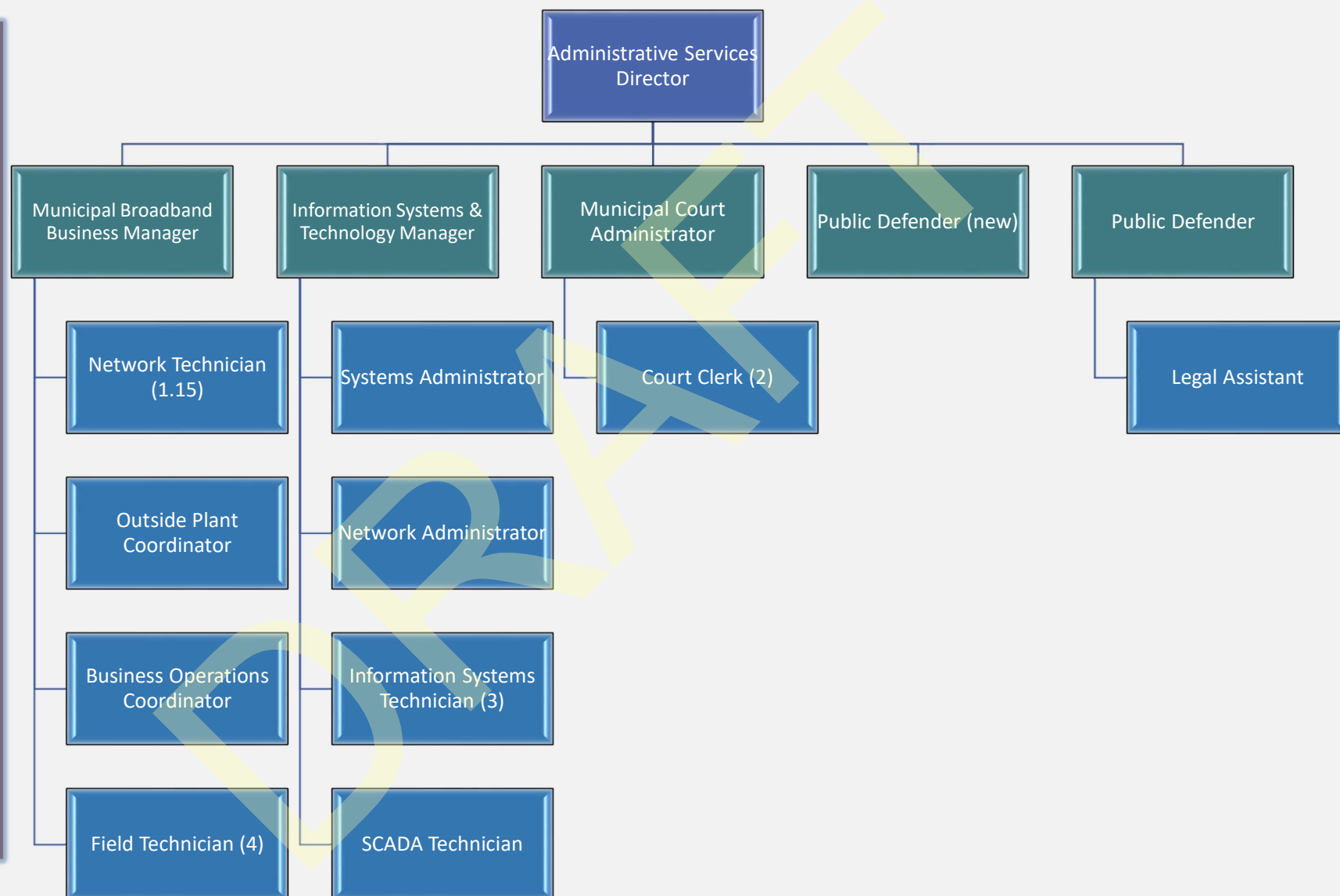


2025 Organizational Charts



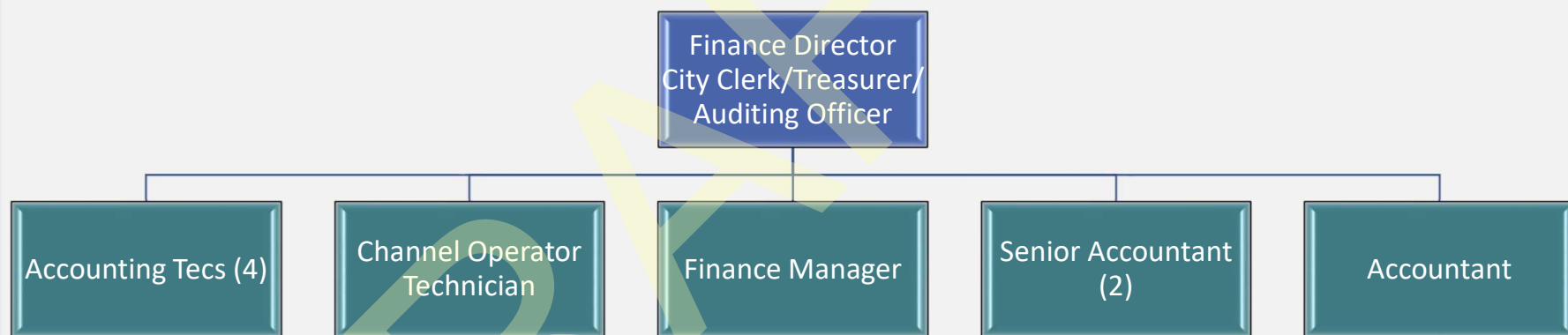


2025 Organizational Charts





2025 Organizational Charts



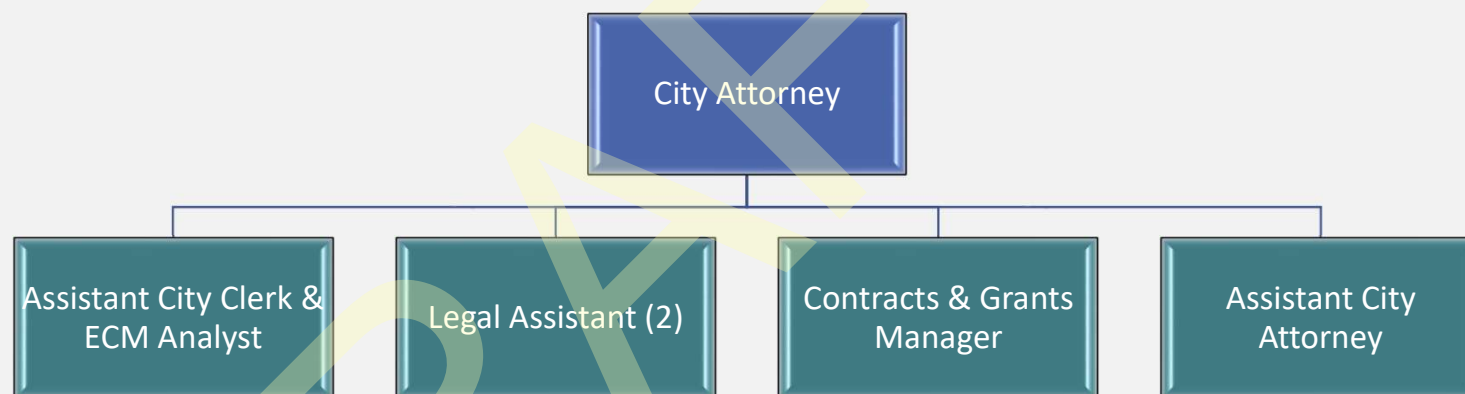


2025 Organizational Charts



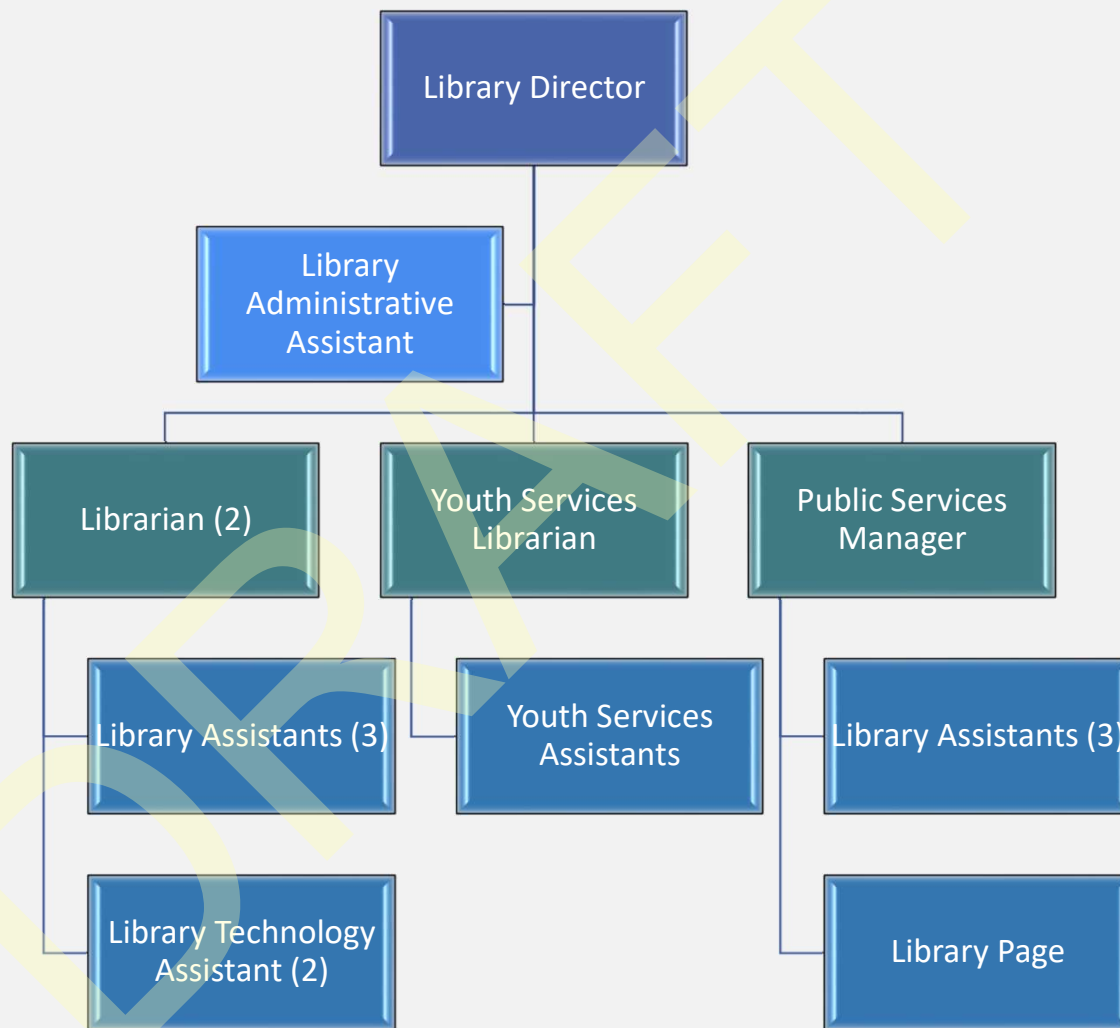


2025 Organizational Charts



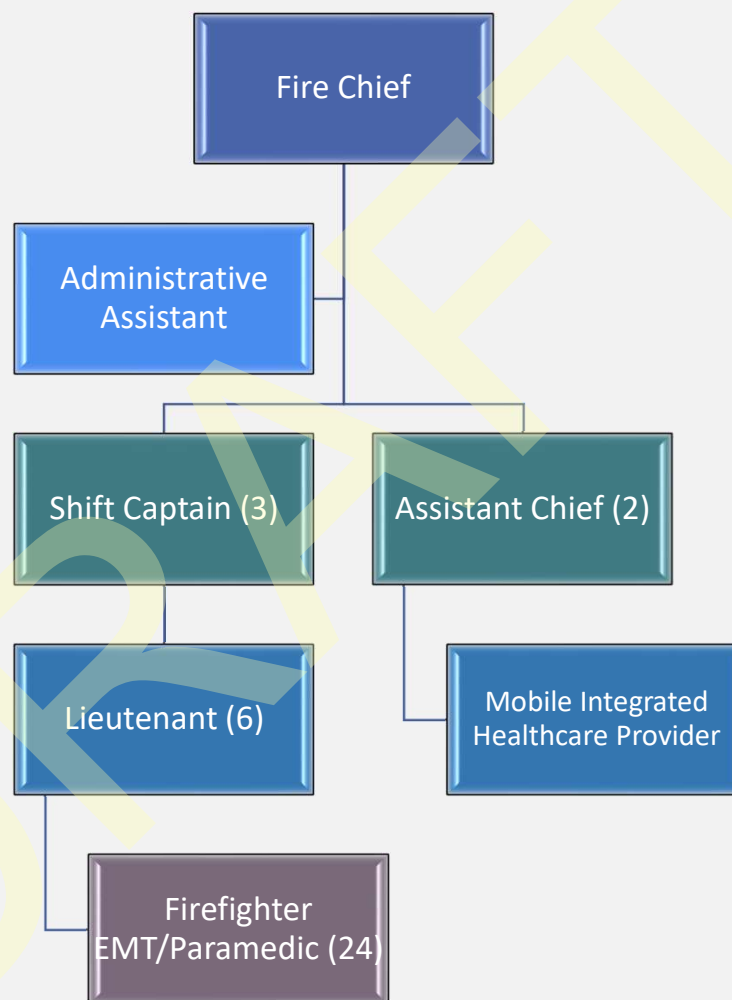


2025 Organizational Charts



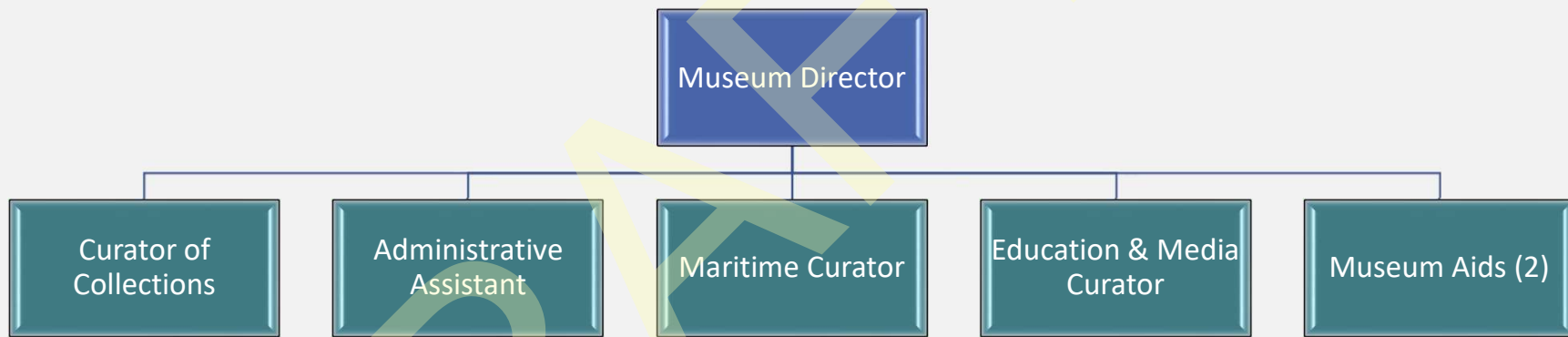


2025 Organizational Charts



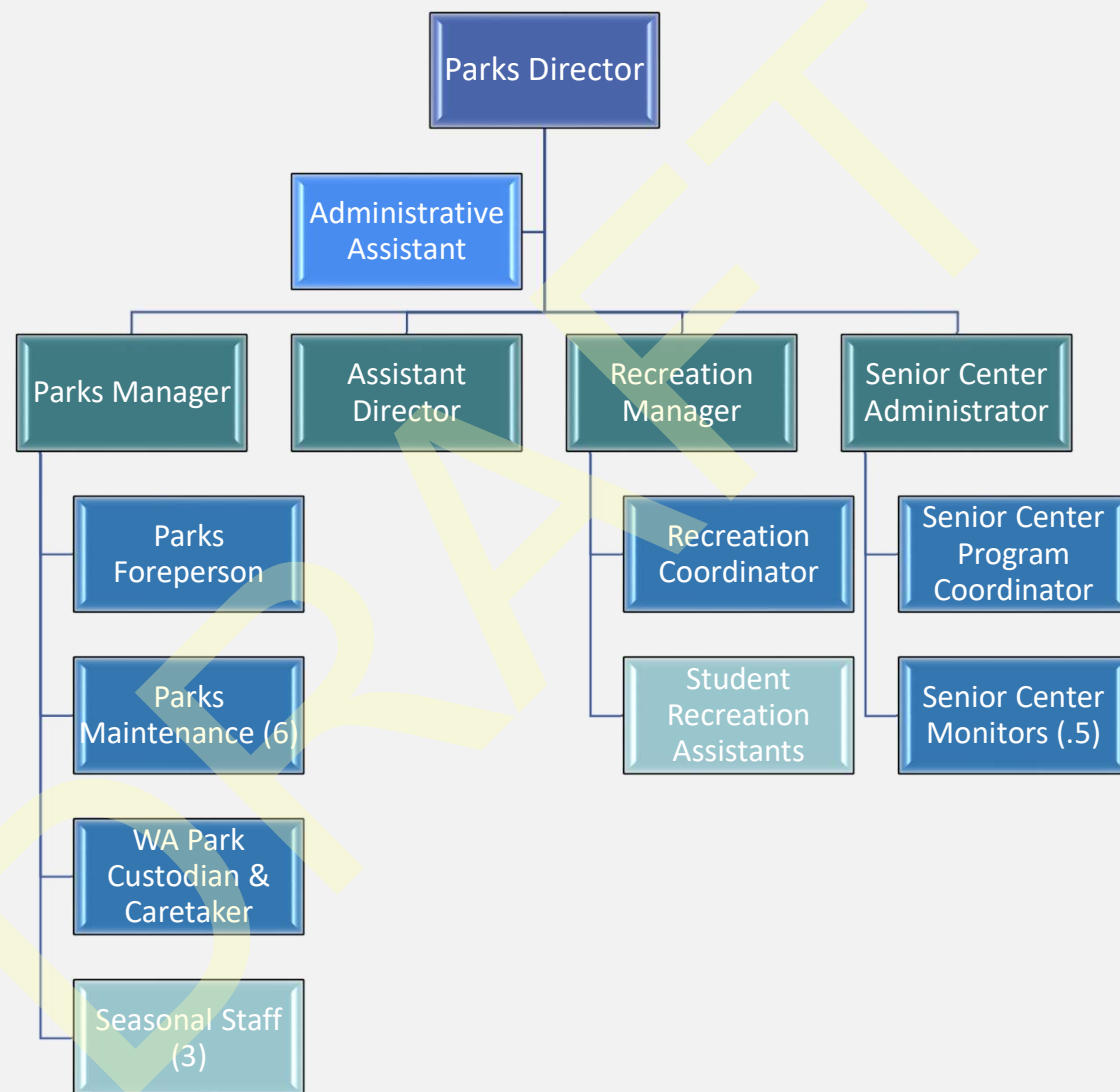


2025 Organizational Charts





2025 Organizational Charts



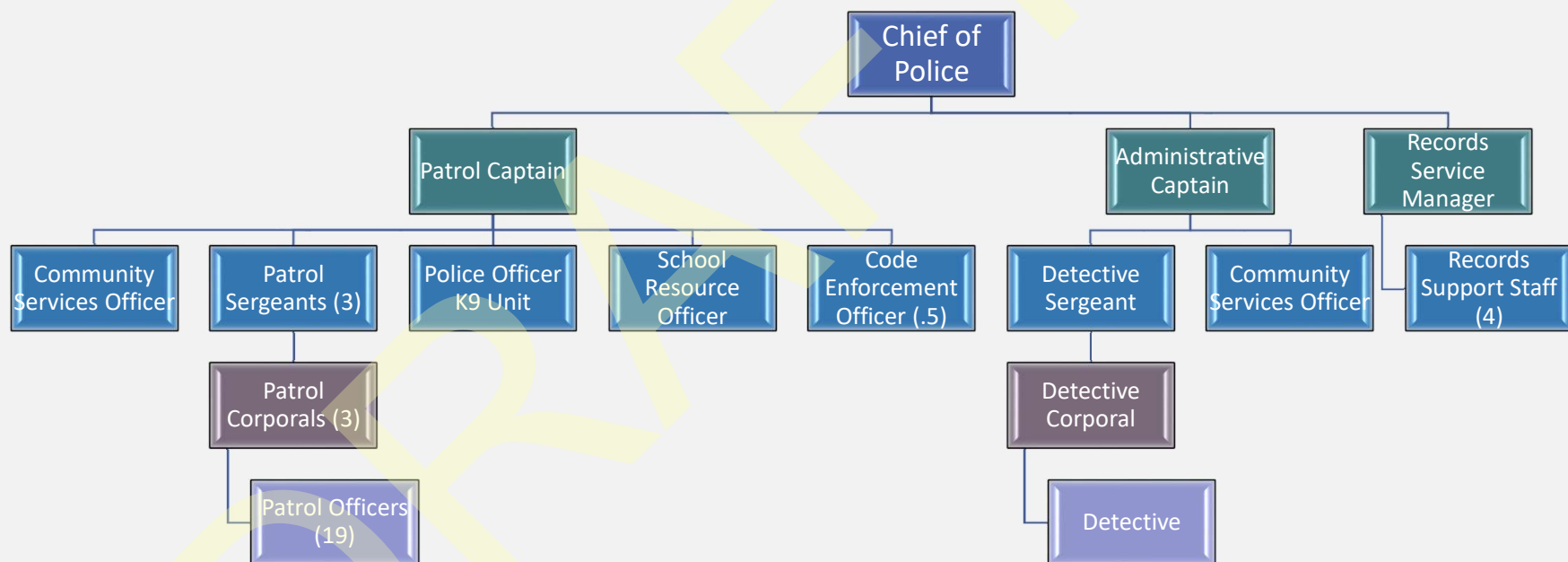


2025 Organizational Charts



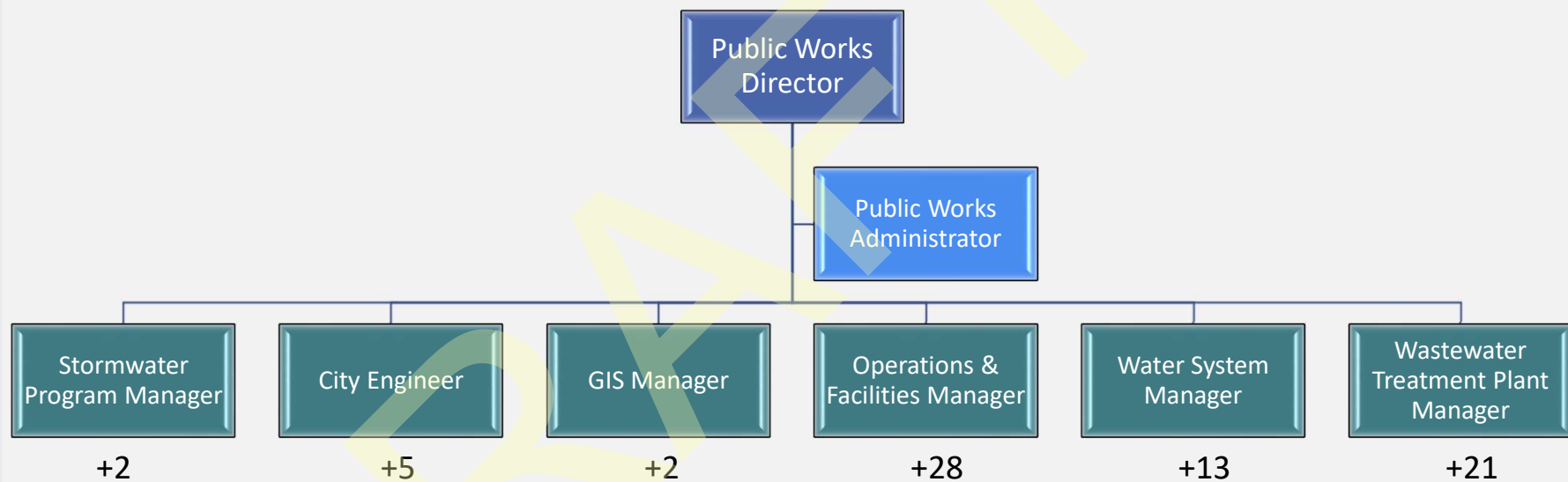


2025 Organizational Charts



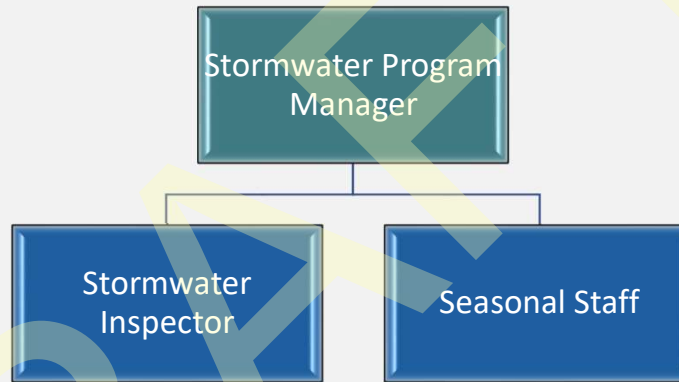


2025 Organizational Charts



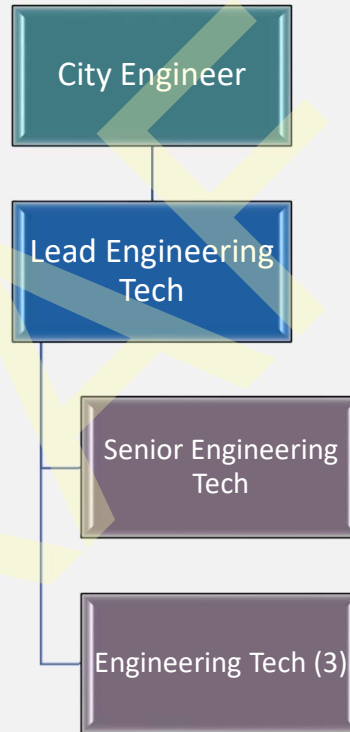


2025 Organizational Charts



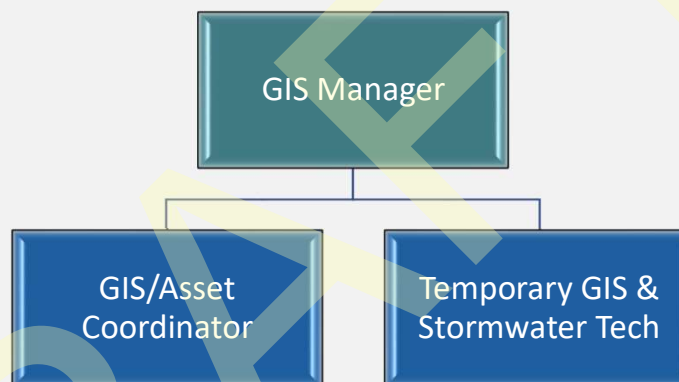


2025 Organizational Charts



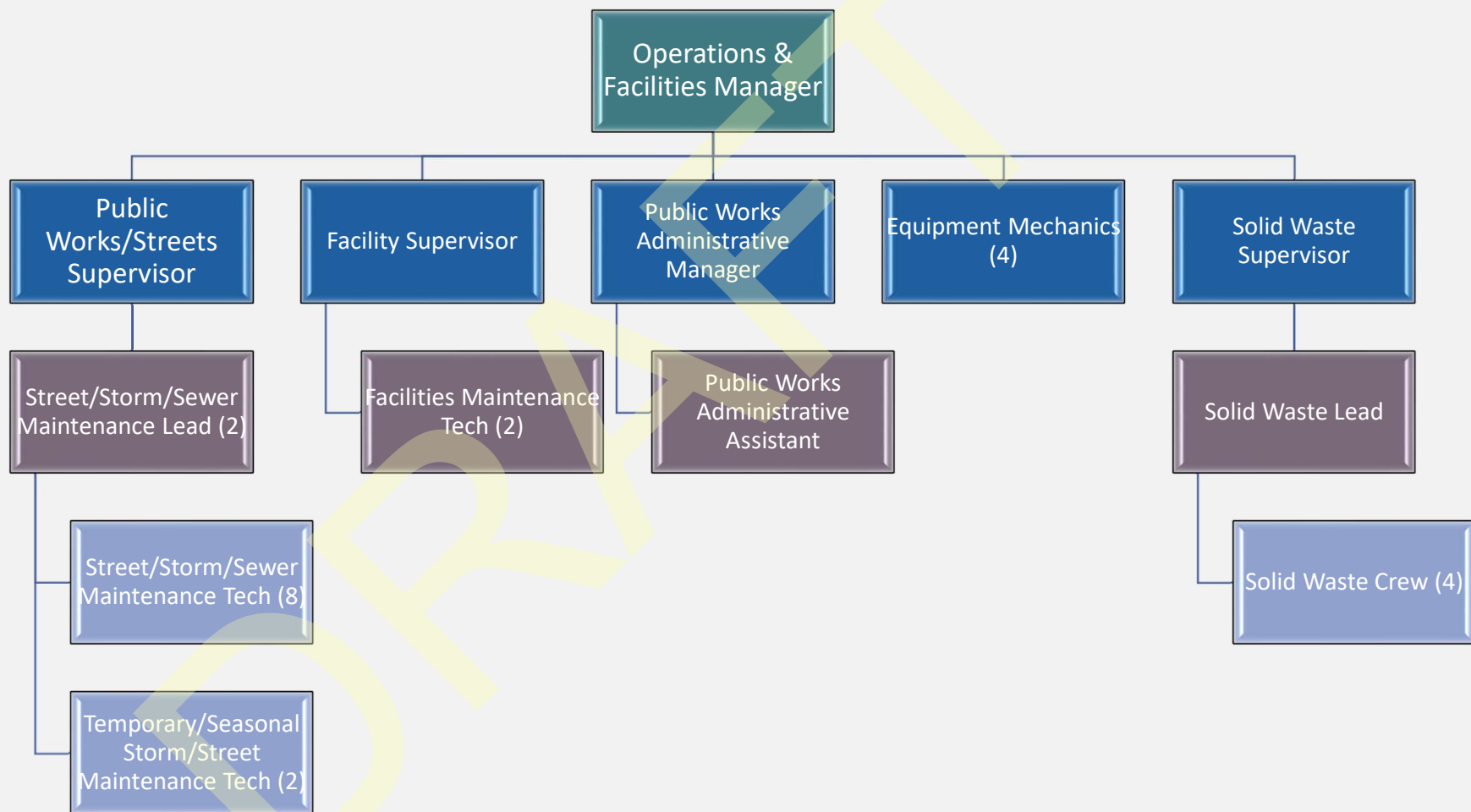


2025 Organizational Charts



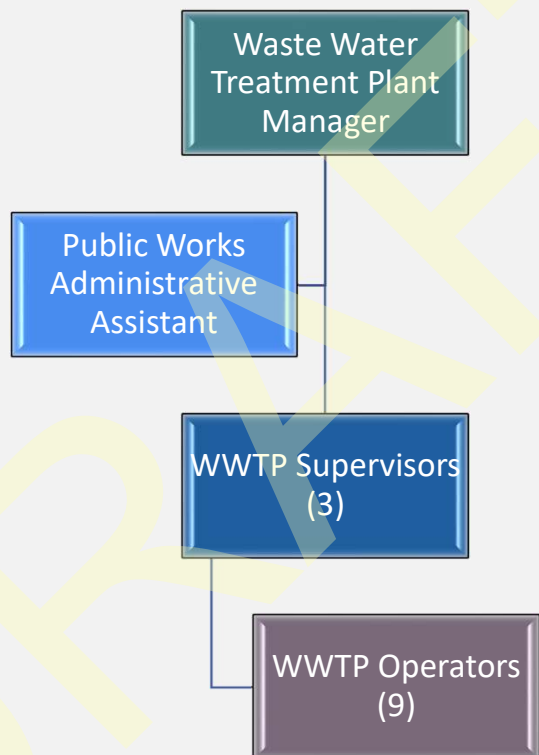


2025 Organizational Charts



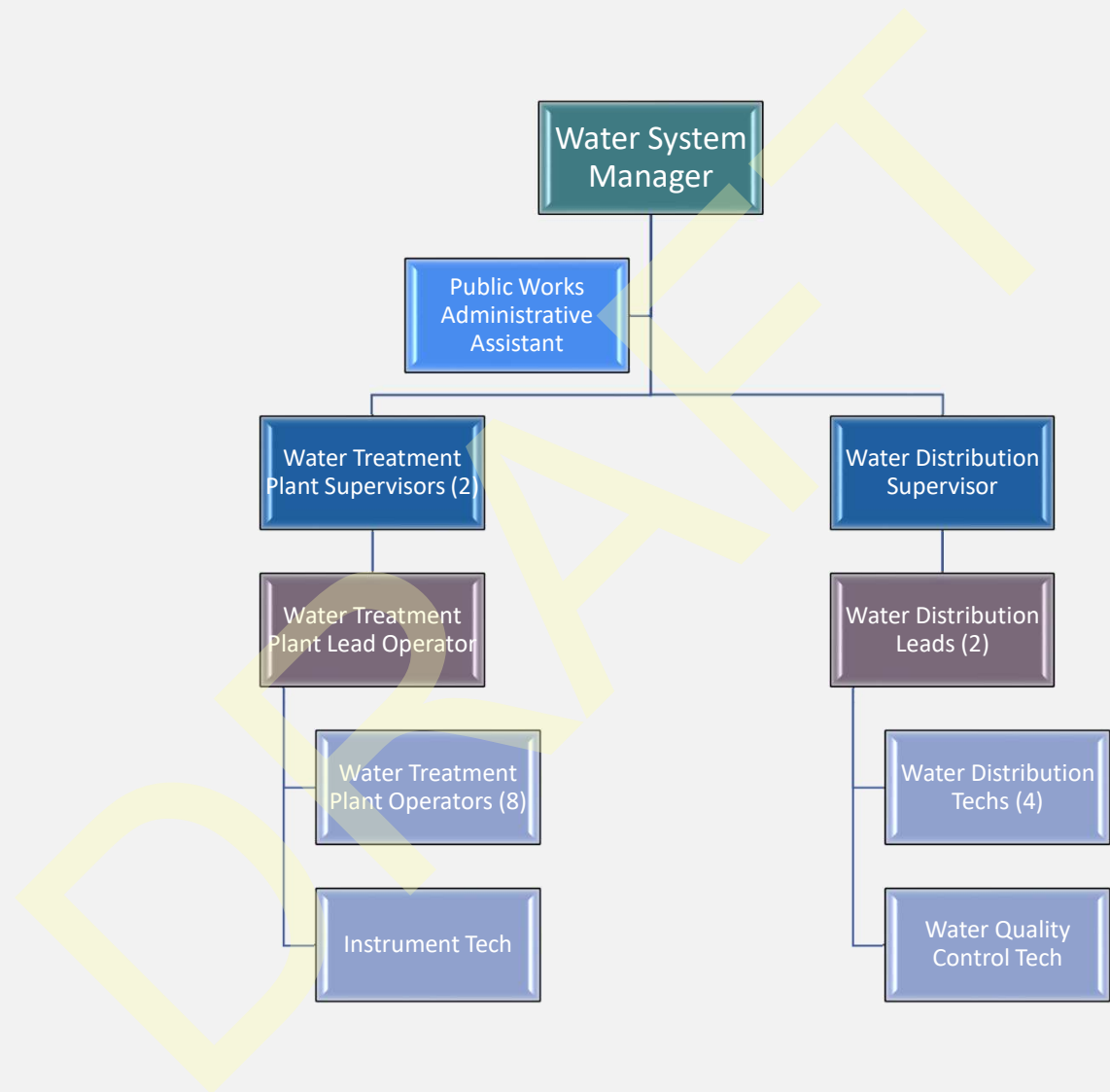


2025 Organizational Charts





2025 Organizational Charts



2025 Budget - FTE Count by Fund and Department

Fund	Total Cost	Allocated FTE Count
ACFL	99,661	1
Arterial Construction	153,631	1
Cemetery	248,008	2
Equipment Rental	647,657	5
General Fund	20,549,594	139
Library	1,567,001	15
Parks&Recreation	1,696,571	14
Sanitation Fund	1,130,187	8
Sewer	3,424,549	24
Storm Drainage	1,392,220	10
Street	642,147	6
WA Park	157,222	2
Water	4,060,429	30
Firemen's Pension	27,000	0
Total	35,768,877	258

Department	Total Cost	Allocated FTE Count
Administration	706,026	5
Cemetery	248,008	2
Court	828,755	6
Engineering	1,886,278	13
Executive	236,574	1
Facilities	202,691	2
Fiber	824,264	8
Finance	922,524	6
Fire	7,088,009	38
HR	292,035	2
IT	903,898	6
Legal	723,681	4
Legislative	215,725	8
Library	1,567,001	15
Museum	534,476	7
Parks & Recreation	1,953,453	19
Planning	1,291,553	9
Police	6,512,412	41
Sanitation Services	1,130,187	8
Sewage Collection	541,216	4
Sewer Treatment	2,278,767	15
Storm Drainage System	517,101	4
Street Maint/Construction	550,539	5
Vehicle & Equipment Fleet	647,657	5
Water Maintenance	1,206,910	9
Water Treatment Plant	1,986,140	14
Total	35,795,877	258

2025 Wage Schedule 3.6% Wage Increase

Firefighter	Grade 12F1	Step 1	Step 2	Step 3	Step 4	Step 5
12 hour shift	Monthly	7,659.09	7,888.86	8,125.52	8,369.28	8,620.37
	Hourly	36.72	37.82	38.96	40.12	41.33
	Call Back	66.28	68.27	70.32	72.43	74.60
	Overtime	55.08	56.73	58.43	60.19	61.99
	Annual	91,909.08	94,666.32	97,506.29	100,431.41	103,444.43

Firefighter	Grade 24F1	Step 1	Step 2	Step 3	Step 4	Step 5
24 hour shift	Monthly	7,659.09	7,888.86	8,125.52	8,369.28	8,620.37
	Hourly	35.69	36.76	37.86	39.00	40.17
	Call Back	66.28	68.27	70.32	72.43	74.60
	Overtime	53.54	55.14	56.80	58.50	60.25
	Annual	91,909.03	94,666.32	97,506.29	100,431.41	103,444.43

Lieutenant	Grade F2	Step 1	Step 2	Step 3
24 hour shift	Monthly	9,137.59	9,411.72	9,694.07
	Hourly	42.58	43.86	45.17
	Call Back	79.08	81.45	83.89
	Overtime	63.87	65.79	67.76
	Annual	109,651.10	112,940.63	116,328.85

Battalion Chief	Grade F3	Step 1	Step 2	Step 3
24 hour shift	Monthly	9,984.89	10,284.44	10,592.97
	Hourly	46.53	47.92	49.36
	Call Back	86.41	89.00	91.67
	Overtime	69.79	71.89	74.04
	Annual	119,818.72	123,413.28	127,115.68

DRAFT

2025 Contract not complete

DRAFT

TEAMSTERS LOCAL 231
2025

last updated 4/18/23

3% BETWEEN STEPS AND GRADES

3.0% COLA

**Wage calculations are applied to the monthly wage rate at Grade T1, Step 1. This calculation method maintains the integrity of the wage structure with 3% between steps and 3% between grades.*

	Position Title	Base Period	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Min. Wage + \$1.00	Library Pages, Museum Docents	Hourly	\$17.66						
Grade T1		Annual	\$38,555.90	\$39,712.58	\$40,903.96	\$42,131.07	\$43,395.01	\$44,696.86	\$46,037.76
		Monthly	\$3,212.99	\$3,309.38	\$3,408.66	\$3,510.92	\$3,616.25	\$3,724.74	\$3,836.48
		Hourly	\$18.54	\$19.09	\$19.67	\$20.26	\$20.86	\$21.49	\$22.13
Grade T2		Annual	\$39,712.58	\$40,903.96	\$42,131.07	\$43,395.01	\$44,696.86	\$46,037.76	\$47,418.89
		Monthly	\$3,309.38	\$3,408.66	\$3,510.92	\$3,616.25	\$3,724.74	\$3,836.48	\$3,951.57
		Hourly	\$19.09	\$19.67	\$20.26	\$20.86	\$21.49	\$22.13	\$22.80
Grade T3		Annual	\$40,903.96	\$42,131.07	\$43,395.01	\$44,696.86	\$46,037.76	\$47,418.89	\$48,841.46
		Monthly	\$3,408.66	\$3,510.92	\$3,616.25	\$3,724.74	\$3,836.48	\$3,951.57	\$4,070.12
		Hourly	\$19.67	\$20.26	\$20.86	\$21.49	\$22.13	\$22.80	\$23.48
Grade T4	Museum Aide	Annual	\$42,131.07	\$43,395.01	\$44,696.86	\$46,037.76	\$47,418.89	\$48,841.46	\$50,306.71
		Monthly	\$3,510.92	\$3,616.25	\$3,724.74	\$3,836.48	\$3,951.57	\$4,070.12	\$4,192.23
		Hourly	\$20.26	\$20.86	\$21.49	\$22.13	\$22.80	\$23.48	\$24.19
Grade T5		Annual	\$43,395.01	\$44,696.86	\$46,037.76	\$47,418.89	\$48,841.46	\$50,306.71	\$51,815.91
		Monthly	\$3,616.25	\$3,724.74	\$3,836.48	\$3,951.57	\$4,070.12	\$4,192.23	\$4,317.99
		Hourly	\$20.86	\$21.49	\$22.13	\$22.80	\$23.48	\$24.19	\$24.91
Grade T6		Annual	\$44,696.86	\$46,037.76	\$47,418.89	\$48,841.46	\$50,306.71	\$51,815.91	\$53,370.38
		Monthly	\$3,724.74	\$3,836.48	\$3,951.57	\$4,070.12	\$4,192.23	\$4,317.99	\$4,447.53
		Hourly	\$21.49	\$22.13	\$22.80	\$23.48	\$24.19	\$24.91	\$25.66
Grade T7	Library Assistant, Museum Curator, Museum Educator	Annual	\$46,037.76	\$47,418.89	\$48,841.46	\$50,306.71	\$51,815.91	\$53,370.38	\$54,971.50
		Monthly	\$3,836.48	\$3,951.57	\$4,070.12	\$4,192.23	\$4,317.99	\$4,447.53	\$4,580.96
		Hourly	\$22.13	\$22.80	\$23.48	\$24.19	\$24.91	\$25.66	\$26.43
Grade T8	Library Technology Assistant	Annual	\$47,418.89	\$48,841.46	\$50,306.71	\$51,815.91	\$53,370.38	\$54,971.50	\$56,620.64
		Monthly	\$3,951.57	\$4,070.12	\$4,192.23	\$4,317.99	\$4,447.53	\$4,580.96	\$4,718.39
		Hourly	\$22.80	\$23.48	\$24.19	\$24.91	\$25.66	\$26.43	\$27.22
Grade T9	Museum Administrative Assistant	Annual	\$48,841.46	\$50,306.71	\$51,815.91	\$53,370.38	\$54,971.50	\$56,620.64	\$58,319.26
		Monthly	\$4,070.12	\$4,192.23	\$4,317.99	\$4,447.53	\$4,580.96	\$4,718.39	\$4,859.94
		Hourly	\$23.48	\$24.19	\$24.91	\$25.66	\$26.43	\$27.22	\$28.04
Grade T10	Senior Center Administrative Assistant	Annual	\$50,306.71	\$51,815.91	\$53,370.38	\$54,971.50	\$56,620.64	\$58,319.26	\$60,068.84
		Monthly	\$4,192.23	\$4,317.99	\$4,447.53	\$4,580.96	\$4,718.39	\$4,859.94	\$5,005.74
		Hourly	\$24.19	\$24.91	\$25.66	\$26.43	\$27.22	\$28.04	\$28.88
Grade T11		Annual	\$51,815.91	\$53,370.38	\$54,971.50	\$56,620.64	\$58,319.26	\$60,068.84	\$61,870.90
		Monthly	\$4,317.99	\$4,447.53	\$4,580.96	\$4,718.39	\$4,859.94	\$5,005.74	\$5,155.91
		Hourly	\$24.91	\$25.66	\$26.43	\$27.22	\$28.04	\$28.88	\$29.75
Grade T12	Custodian, Library Administrative Assistant	Annual	\$53,370.38	\$54,971.50	\$56,620.64	\$58,319.26	\$60,068.84	\$61,870.90	\$63,727.03
		Monthly	\$4,447.53	\$4,580.96	\$4,718.39	\$4,859.94	\$5,005.74	\$5,155.91	\$5,310.59
		Hourly	\$25.66	\$26.43	\$27.22	\$28.04	\$28.88	\$29.75	\$30.64
Grade T13		Annual	\$54,971.50	\$56,620.64	\$58,319.26	\$60,068.84	\$61,870.90	\$63,727.03	\$65,638.84
		Monthly	\$4,580.96	\$4,718.39	\$4,859.94	\$5,005.74	\$5,155.91	\$5,310.59	\$5,469.90
		Hourly	\$26.43	\$27.22	\$28.04	\$28.88	\$29.75	\$30.64	\$31.56

Position Title		Base Period	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Grade	T14	Annual	\$56,620.64	\$58,319.26	\$60,068.84	\$61,870.90	\$63,727.03	\$65,638.84	\$67,608.01
Monthly		\$4,718.39	\$4,859.94	\$5,005.74	\$5,155.91	\$5,310.59	\$5,469.90	\$5,634.00	
Hourly		\$27.22	\$28.04	\$28.88	\$29.75	\$30.64	\$31.56	\$32.50	
Grade	T15	Annual	\$58,319.26	\$60,068.84	\$61,870.90	\$63,727.03	\$65,638.84	\$67,608.01	\$69,636.25
Monthly		\$4,859.94	\$5,005.74	\$5,155.91	\$5,310.59	\$5,469.90	\$5,634.00	\$5,803.02	
Hourly		\$28.04	\$28.88	\$29.75	\$30.64	\$31.56	\$32.50	\$33.48	
Grade	Court Clerk	Annual	\$60,068.84	\$61,870.90	\$63,727.03	\$65,638.84	\$67,608.01	\$69,636.25	\$71,725.33
Monthly		\$5,005.74	\$5,155.91	\$5,310.59	\$5,469.90	\$5,634.00	\$5,803.02	\$5,977.11	
Hourly		\$28.88	\$29.75	\$30.64	\$31.56	\$32.50	\$33.48	\$34.48	
Grade	Water Treatment Plant (WTP) OIT, Wastewater Treatment Plant (WWTP) OIT	Annual	\$61,870.90	\$63,727.03	\$65,638.84	\$67,608.01	\$69,636.25	\$71,725.33	\$73,877.09
Monthly		\$5,155.91	\$5,310.59	\$5,469.90	\$5,634.00	\$5,803.02	\$5,977.11	\$6,156.42	
Hourly		\$29.75	\$30.64	\$31.56	\$32.50	\$33.48	\$34.48	\$35.52	
Grade	Public Works Administrative Assistant, Planning Administrative Assistant, Parks Administrative Assistant	Annual	\$63,727.03	\$65,638.84	\$67,608.01	\$69,636.25	\$71,725.33	\$73,877.09	\$76,093.41
Monthly		\$5,310.59	\$5,469.90	\$5,634.00	\$5,803.02	\$5,977.11	\$6,156.42	\$6,341.12	
Hourly		\$30.64	\$31.56	\$32.50	\$33.48	\$34.48	\$35.52	\$36.58	
Grade	Accounting Technician, Permit Services Coordinator	Annual	\$65,638.84	\$67,608.01	\$69,636.25	\$71,725.33	\$73,877.09	\$76,093.41	\$78,376.21
Monthly		\$5,469.90	\$5,634.00	\$5,803.02	\$5,977.11	\$6,156.42	\$6,341.12	\$6,531.35	
Hourly		\$31.56	\$32.50	\$33.48	\$34.48	\$35.52	\$36.58	\$37.68	
Grade	Service Mechanic	Annual	\$67,608.01	\$69,636.25	\$71,725.33	\$73,877.09	\$76,093.41	\$78,376.21	\$80,727.49
Monthly		\$5,634.00	\$5,803.02	\$5,977.11	\$6,156.42	\$6,341.12	\$6,531.35	\$6,727.29	
Hourly		\$32.50	\$33.48	\$34.48	\$35.52	\$36.58	\$37.68	\$38.81	
Grade	PCED Program Coordinator	Annual	\$69,636.25	\$71,725.33	\$73,877.09	\$76,093.41	\$78,376.21	\$80,727.49	\$83,149.32
Monthly		\$5,803.02	\$5,977.11	\$6,156.42	\$6,341.12	\$6,531.35	\$6,727.29	\$6,929.11	
Hourly		\$33.48	\$34.48	\$35.52	\$36.58	\$37.68	\$38.81	\$39.98	
Grade	WTP Operator 1, WWTP Operator 1, Streets/Sewers/Systems Maintenance, Water Maintenance & Distribution**, Facilities Maintenance, Public Works Inspector, Solid Waste/Sanitation, Parks Maintenance, Recreation Coordinator, Municipal Broadband Field Technician, Business Operations Coordinator	Annual	\$71,725.33	\$73,877.09	\$76,093.41	\$78,376.21	\$80,727.49	\$83,149.32	\$85,643.80
Monthly		\$5,977.11	\$6,156.42	\$6,341.12	\$6,531.35	\$6,727.29	\$6,929.11	\$7,136.98	
Hourly		\$34.48	\$35.52	\$36.58	\$37.68	\$38.81	\$39.98	\$41.17	
**WDM 2: \$200/month qualification pay; *WDM3: \$300 (total)/month qualification pay. Eligible for qualification pay the pay period following the City's receipt of certification.									
Grade	Associate Planner, Outside Plant Coordinator	Annual	\$73,877.09	\$76,093.41	\$78,376.21	\$80,727.49	\$83,149.32	\$85,643.80	\$88,213.11
Monthly		\$6,156.42	\$6,341.12	\$6,531.35	\$6,727.29	\$6,929.11	\$7,136.98	\$7,351.09	
Hourly		\$35.52	\$36.58	\$37.68	\$38.81	\$39.98	\$41.17	\$42.41	
Grade	Building Inspector, Equipment Mechanic, Stormwater Inspector	Annual	\$76,093.41	\$78,376.21	\$80,727.49	\$83,149.32	\$85,643.80	\$88,213.11	\$90,859.51
Monthly		\$6,341.12	\$6,531.35	\$6,727.29	\$6,929.11	\$7,136.98	\$7,351.09	\$7,571.63	
Hourly		\$36.58	\$37.68	\$38.81	\$39.98	\$41.17	\$42.41	\$43.68	
Grade	WTP Operator 2, WWTP Operator 2, GIS Asset Coordinator, Building Plans Examiner, Engineering Technician, Quality Control Technician	Annual	\$78,376.21	\$80,727.49	\$83,149.32	\$85,643.80	\$88,213.11	\$90,859.51	\$93,585.29
Monthly		\$6,531.35	\$6,727.29	\$6,929.11	\$7,136.98	\$7,351.09	\$7,571.63	\$7,798.77	
Hourly		\$37.68	\$38.81	\$39.98	\$41.17	\$42.41	\$43.68	\$44.99	
Grade	Parks Maintenance Foreperson	Annual	\$80,727.49	\$83,149.32	\$85,643.80	\$88,213.11	\$90,859.51	\$93,585.29	\$96,392.85
Monthly		\$6,727.29	\$6,929.11	\$7,136.98	\$7,351.09	\$7,571.63	\$7,798.77	\$8,032.74	
Hourly		\$38.81	\$39.98	\$41.17	\$42.41	\$43.68	\$44.99	\$46.34	
Grade	WTP Operator 3, WWTP Operator 3	Annual	\$83,149.32	\$85,643.80	\$88,213.11	\$90,859.51	\$93,585.29	\$96,392.85	\$99,284.64
Monthly		\$6,929.11	\$7,136.98	\$7,351.09	\$7,571.63	\$7,798.77	\$8,032.74	\$8,273.72	
Hourly		\$39.98	\$41.17	\$42.41	\$43.68	\$44.99	\$46.34	\$47.73	

	Position Title	Base Period	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Grade T28		Annual	\$85,643.80	\$88,213.11	\$90,859.51	\$93,585.29	\$96,392.85	\$99,284.64	\$102,263.17
		Monthly	\$7,136.98	\$7,351.09	\$7,571.63	\$7,798.77	\$8,032.74	\$8,273.72	\$8,521.93
		Hourly	\$41.17	\$42.41	\$43.68	\$44.99	\$46.34	\$47.73	\$49.16
Grade T29	WTP Operator 4, WTP Instrumentation Technician, Senior Engineering Technician, Senior GIS Coordinator	Annual	\$88,213.11	\$90,859.51	\$93,585.29	\$96,392.85	\$99,284.64	\$102,263.17	\$105,331.07
		Monthly	\$7,351.09	\$7,571.63	\$7,798.77	\$8,032.74	\$8,273.72	\$8,521.93	\$8,777.59
		Hourly	\$42.41	\$43.68	\$44.99	\$46.34	\$47.73	\$49.16	\$50.64
Grade T30		Annual	\$90,859.51	\$93,585.29	\$96,392.85	\$99,284.64	\$102,263.17	\$105,331.07	\$108,491.00
		Monthly	\$7,571.63	\$7,798.77	\$8,032.74	\$8,273.72	\$8,521.93	\$8,777.59	\$9,040.92
		Hourly	\$43.68	\$44.99	\$46.34	\$47.73	\$49.16	\$50.64	\$52.16
Grade T31		Annual	\$93,585.29	\$96,392.85	\$99,284.64	\$102,263.17	\$105,331.07	\$108,491.00	\$111,745.73
		Monthly	\$7,798.77	\$8,032.74	\$8,273.72	\$8,521.93	\$8,777.59	\$9,040.92	\$9,312.14
		Hourly	\$44.99	\$46.34	\$47.73	\$49.16	\$50.64	\$52.16	\$53.72
Grade T32	Senior Planner	Annual	\$96,392.85	\$99,284.64	\$102,263.17	\$105,331.07	\$108,491.00	\$111,745.73	\$115,098.10
		Monthly	\$8,032.74	\$8,273.72	\$8,521.93	\$8,777.59	\$9,040.92	\$9,312.14	\$9,591.51
		Hourly	\$46.34	\$47.73	\$49.16	\$50.64	\$52.16	\$53.72	\$55.34
Grade T33		Annual	\$99,284.64	\$102,263.17	\$105,331.07	\$108,491.00	\$111,745.73	\$115,098.10	\$118,551.05
		Monthly	\$8,273.72	\$8,521.93	\$8,777.59	\$9,040.92	\$9,312.14	\$9,591.51	\$9,879.25
		Hourly	\$47.73	\$49.16	\$50.64	\$52.16	\$53.72	\$55.34	\$57.00
Grade T34		Annual	\$102,263.17	\$105,331.07	\$108,491.00	\$111,745.73	\$115,098.10	\$118,551.05	\$122,107.58
		Monthly	\$8,521.93	\$8,777.59	\$9,040.92	\$9,312.14	\$9,591.51	\$9,879.25	\$10,175.63
		Hourly	\$49.16	\$50.64	\$52.16	\$53.72	\$55.34	\$57.00	\$58.71
Grade T35		Annual	\$105,331.07	\$108,491.00	\$111,745.73	\$115,098.10	\$118,551.05	\$122,107.58	\$125,770.81
		Monthly	\$8,777.59	\$9,040.92	\$9,312.14	\$9,591.51	\$9,879.25	\$10,175.63	\$10,480.90
		Hourly	\$50.64	\$52.16	\$53.72	\$55.34	\$57.00	\$58.71	\$60.47

Non-Represented & Management

2025 Salary Range

NON-REPRESENTED & MANAGEMENT SALARY SCHEDULE

Grade	Position		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
M1	Fire Department Administrative Assistant	Annual	\$61,719.39	\$64,188.16	\$66,755.69	\$69,425.92	\$72,202.95	\$75,091.07	\$78,094.71
		Monthly	\$5,143.28	\$5,349.01	\$5,562.97	\$5,785.49	\$6,016.91	\$6,257.59	\$6,507.89
		Hourly	\$29.67	\$30.86	\$32.09	\$33.38	\$34.71	\$36.10	\$37.55
M2		Annual	\$63,570.97	\$66,113.81	\$68,758.36	\$71,508.69	\$74,369.04	\$77,343.80	\$80,437.55
M3		Annual	\$65,478.10	\$68,097.22	\$70,821.11	\$73,653.95	\$76,600.11	\$79,664.12	\$82,850.68
M4		Annual	\$67,442.44	\$70,140.14	\$72,945.74	\$75,863.57	\$78,898.12	\$82,054.04	\$85,336.20
M5	Legal Assistant; IS Technician; IS Network Technician; Library Public Service Manager; Municipal Broadband Network Technician	Annual	\$69,465.71	\$72,244.34	\$75,134.12	\$78,139.48	\$81,265.06	\$84,515.66	\$87,896.29
		Monthly	\$5,788.81	\$6,020.36	\$6,261.18	\$6,511.62	\$6,772.09	\$7,042.97	\$7,324.69
		Hourly	\$33.40	\$34.73	\$36.12	\$37.57	\$39.07	\$40.63	\$42.26
M6	PW Administrative Manager; Executive Assistant; Human Resources Assistant; Public Works Administrator	Annual	\$71,549.68	\$74,411.67	\$77,388.14	\$80,483.66	\$83,703.01	\$87,051.13	\$90,533.18
		Monthly	\$5,962.47	\$6,200.97	\$6,449.01	\$6,706.97	\$6,975.25	\$7,254.26	\$7,544.43
		Hourly	\$34.40	\$35.77	\$37.21	\$38.69	\$40.24	\$41.85	\$43.53
M7	Librarian; Librarian-Youth Services; Resource Conservation Manager; Recreation Manager	Annual	\$73,696.17	\$76,644.02	\$79,709.78	\$82,898.17	\$86,214.10	\$89,662.66	\$93,249.17
		Monthly	\$6,141.35	\$6,387.00	\$6,642.48	\$6,908.18	\$7,184.51	\$7,471.89	\$7,770.76
		Hourly	\$35.43	\$36.85	\$38.32	\$39.85	\$41.45	\$43.11	\$44.83
M8		Annual	\$75,907.06	\$78,943.34	\$82,101.08	\$85,385.12	\$88,800.52	\$92,352.54	\$96,046.65
M9	Assistant City Clerk & ECM Analyst; Human Resources Generalist	Annual	\$78,184.27	\$81,311.64	\$84,564.11	\$87,946.67	\$91,464.54	\$95,123.12	\$98,928.05
		Monthly	\$6,515.36	\$6,775.97	\$7,047.01	\$7,328.89	\$7,622.04	\$7,926.93	\$8,244.00
		Hourly	\$37.59	\$39.09	\$40.66	\$42.28	\$43.97	\$45.73	\$47.56
M10		Annual	\$80,529.80	\$83,750.99	\$87,101.03	\$90,585.07	\$94,208.48	\$97,976.81	\$101,895.89
M11	Accountant	Annual	\$82,945.69	\$86,263.52	\$89,714.06	\$93,302.63	\$97,034.73	\$100,916.12	\$104,952.76
		Monthly	\$6,912.14	\$7,188.63	\$7,476.17	\$7,775.22	\$8,086.23	\$8,409.68	\$8,746.06
		Hourly	\$39.88	\$41.47	\$43.13	\$44.86	\$46.65	\$48.52	\$50.46
M12	Municipal Broadband Network Administrator; Senior Activity Center Administrator; Stormwater Program Manager; Contracts and Grants Manager	Annual	\$85,434.06	\$88,851.43	\$92,405.48	\$96,101.70	\$99,945.77	\$103,943.60	\$108,101.35
		Monthly	\$7,119.51	\$7,404.29	\$7,700.46	\$8,008.48	\$8,328.81	\$8,661.97	\$9,008.45
		Hourly	\$41.07	\$42.72	\$44.43	\$46.20	\$48.05	\$49.97	\$51.97
M13		Annual	\$87,997.09	\$91,516.97	\$95,177.65	\$98,984.76	\$102,944.15	\$107,061.91	\$111,344.39
M14	IS Network Administrator; IS System Administrator; SCADA Administrator; Senior Accountant; PW Supervisor - Sanitation, Facility, Fleet; Parks Manager; Records Service Manager	Annual	\$90,637.00	\$94,262.48	\$98,032.98	\$101,954.30	\$106,032.47	\$110,273.77	\$114,684.72
		Monthly	\$7,553.08	\$7,855.21	\$8,169.41	\$8,496.19	\$8,836.04	\$9,189.48	\$9,557.06
		Hourly	\$43.58	\$45.32	\$47.13	\$49.02	\$50.98	\$53.02	\$55.14
M15		Annual	\$93,356.11	\$97,090.35	\$100,973.97	\$105,012.93	\$109,213.44	\$113,581.98	\$118,125.26
M16	WWTP Supervisor; Water Treatment Plant Supervisor I; Water Distribution Supervisor; Assistant Parks & Recreation Director; PW Street, Storm, Sewer Supervisor; Court Administrator	Annual	\$96,156.79	\$100,003.06	\$104,003.19	\$108,163.31	\$112,489.85	\$116,989.44	\$121,669.02
		Monthly	\$8,013.07	\$8,333.59	\$8,666.93	\$9,013.61	\$9,374.15	\$9,749.12	\$10,139.08
		Hourly	\$46.23	\$48.08	\$50.00	\$52.00	\$54.08	\$56.24	\$58.49
M17	GIS Manager	Annual	\$99,041.50	\$103,003.16	\$107,123.28	\$111,408.21	\$115,864.54	\$120,499.12	\$125,319.09
		Monthly	\$8,253.46	\$8,583.60	\$8,926.94	\$9,284.02	\$9,655.38	\$10,041.59	\$10,443.26
		Hourly	\$47.62	\$49.52	\$51.50	\$53.56	\$55.70	\$57.93	\$60.25
M18	Planning Manager; Water Treatment Plant Supervisor II	Annual	\$102,012.74	\$106,093.25	\$110,336.98	\$114,750.46	\$119,340.48	\$124,114.10	\$129,078.66
		Monthly	\$8,501.06	\$8,841.10	\$9,194.75	\$9,562.54	\$9,945.04	\$10,342.84	\$10,756.56
		Hourly	\$49.04	\$51.01	\$53.05	\$55.17	\$57.38	\$59.67	\$62.06
M19		Annual	\$105,073.12	\$109,276.05	\$113,647.09	\$118,192.97	\$122,920.69	\$127,837.52	\$132,951.02
M20	Finance Manager; Building Official; Operations Manager	Annual	\$108,225.32	\$112,554.33	\$117,056.50	\$121,738.76	\$126,608.31	\$131,672.65	\$136,939.55
		Monthly	\$9,018.78	\$9,379.53	\$9,754.71	\$10,144.90	\$10,550.69	\$10,972.72	\$11,411.63
		Hourly	\$52.03	\$54.11	\$56.28	\$58.53	\$60.87	\$63.30	\$65.84
M21	WWTP Manager	Annual	\$111,472.08	\$115,930.96	\$120,568.20	\$125,390.93	\$130,406.56	\$135,622.83	\$141,047.74
		Monthly	\$9,289.34	\$9,660.91	\$10,047.35	\$10,449.24	\$10,867.21	\$11,301.90	\$11,753.98
		Hourly	\$53.59	\$55.74	\$57.97	\$60.28	\$62.70	\$65.20	\$67.81
M22	Water System Manager; IS & Technology Manager; Municipal Broadband Business Manager; Public Defender; Prosecutor	Annual	\$114,816.24	\$119,408.89	\$124,185.24	\$129,152.65	\$134,318.76	\$139,691.51	\$145,279.17
		Monthly	\$9,568.02	\$9,950.74	\$10,348.77	\$10,762.72	\$11,193.23	\$11,640.96	\$12,106.60
		Hourly	\$55.20	\$57.41	\$59.70	\$62.09	\$64.58	\$67.16	\$69.85
M23	City Engineer	Annual	\$118,260.73	\$122,991.16	\$127,910.80	\$133,027.23	\$138,348.32	\$143,882.26	\$149,637.55
		Monthly	\$9,855.06	\$10,249.26	\$10,659.23	\$11,085.60	\$11,529.03	\$11,990.19	\$12,469.80
		Hourly	\$56.86	\$59.13	\$61.50	\$63.96	\$66.51	\$69.17	\$71.94
M24		Annual	\$121,808.55	\$126,680.89	\$131,748.13	\$137,018.05	\$142,498.77	\$148,198.72	\$154,126.67
M25		Annual	\$125,462.80	\$130,481.32	\$135,700.57	\$141,128.59	\$146,773.74	\$152,644.69	\$158,750.47
M26	Police Captain; Assistant Fire Chief	Annual	\$129,226.69	\$134,395.76	\$139,771.59	\$145,362.45	\$151,176.95	\$157,224.03	\$163,512.99
		Monthly	\$10,768.89	\$11,199.65	\$11,647.63	\$12,113.54	\$12,598.08	\$13,102.00	\$13,626.08
		Hourly	\$62.13	\$64.61	\$67.20	\$69.89	\$72.68	\$75.59	\$78.61
M27		Annual	\$133,103.49	\$138,427.63	\$143,964.73	\$149,723.32	\$155,712.26	\$161,940.75	\$168,418.38
M28		Annual	\$137,096.59	\$142,580.46	\$148,283.68	\$154,215.02	\$160,383.62	\$166,798.97	\$173,470.93
M29		Annual	\$141,209.49	\$146,857.87	\$152,732.19	\$158,841.47	\$165,195.13	\$171,802.94	\$178,675.06
M30		Annual	\$145,445.78	\$151,263.61	\$157,314.15	\$163,606.72	\$170,150.99	\$176,957.03	\$184,035.31

Senior Center Coordinator wages are at \$21.80 with regular base wage increases

Includes 4% base wage increase; 7 steps with 26.53% range; 4% between steps, 3% between ranges

2025 Salary Range

DIRECTOR SALARY SCHEDULE

Grade	Position		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
D1	Museum Director	Annual	\$87,997.09	\$91,516.97	\$95,177.65	\$98,984.76	\$102,944.15	\$107,061.91	\$111,344.39
		Monthly	\$7,333.09	\$7,626.41	\$7,931.47	\$8,248.73	\$8,578.68	\$8,921.83	\$9,278.70
		Hourly	\$42.31	\$44.00	\$45.76	\$47.59	\$49.49	\$51.47	\$53.53
D2	Library Director	Annual	\$111,472.08	\$115,930.96	\$120,568.20	\$125,390.93	\$130,406.56	\$135,622.83	\$141,047.74
		Monthly	\$9,289.34	\$9,660.91	\$10,047.35	\$10,449.24	\$10,867.21	\$11,301.90	\$11,753.98
		Hourly	\$53.59	\$55.74	\$57.97	\$60.28	\$62.70	\$65.20	\$67.81
D3	Parks and Recreation Director	Annual	\$129,226.69	\$134,395.76	\$139,771.59	\$145,362.45	\$151,176.95	\$157,224.03	\$163,512.99
		Monthly	\$10,768.89	\$11,199.65	\$11,647.63	\$12,113.54	\$12,598.08	\$13,102.00	\$13,626.08
		Hourly	\$62.13	\$64.61	\$67.20	\$69.89	\$72.68	\$75.59	\$78.61
D4	Human Resources Director	Annual	\$133,103.49	\$138,427.63	\$143,964.73	\$149,723.32	\$155,712.26	\$161,940.75	\$168,418.38
		Monthly	\$11,091.96	\$11,535.64	\$11,997.06	\$12,476.94	\$12,976.02	\$13,495.06	\$14,034.86
		Hourly	\$63.99	\$66.55	\$69.21	\$71.98	\$74.86	\$77.86	\$80.97
D5		Annual	\$137,096.59	\$142,580.46	\$148,283.68	\$154,215.02	\$160,383.62	\$166,798.97	\$173,470.93
		Monthly	\$11,424.72	\$11,881.70	\$12,356.97	\$12,851.25	\$13,365.30	\$13,899.91	\$14,455.91
		Hourly	\$65.91	\$68.55	\$71.29	\$74.14	\$77.11	\$80.19	\$83.40
D6	Finance/Clerk-Treasurer; Planning & Community Development Director; Public Works Director (non PE)	Annual	\$141,209.49	\$146,857.87	\$152,732.19	\$158,841.47	\$165,195.13	\$171,802.94	\$178,675.06
		Monthly	\$11,767.46	\$12,238.16	\$12,727.68	\$13,236.79	\$13,766.26	\$14,316.91	\$14,889.59
		Hourly	\$67.89	\$70.60	\$73.43	\$76.37	\$79.42	\$82.60	\$85.90
D7	Police Chief; Fire Chief; Public Works Director (PE); City Attorney; Administrative Services Director	Annual	\$145,445.78	\$151,263.61	\$157,314.15	\$163,606.72	\$170,150.99	\$176,957.03	\$184,035.31
		Monthly	\$12,120.48	\$12,605.30	\$13,109.51	\$13,633.89	\$14,179.25	\$14,746.42	\$15,336.28
		Hourly	\$69.93	\$72.72	\$75.63	\$78.66	\$81.80	\$85.08	\$88.48

Includes 4% base wage increase; 7 steps with 26.53% range; 4% between steps

2024 - 2029 AMENDED CAPITAL FACILITES PLAN



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.

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:

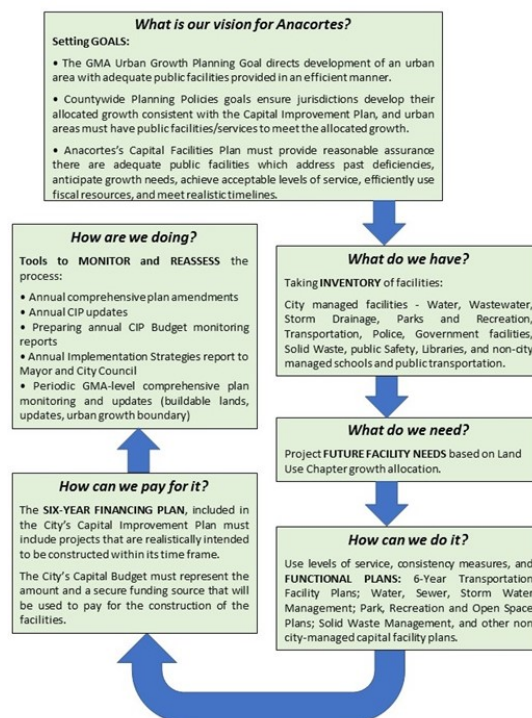
- An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities;
- A forecast of the future needs for such capital facilities;
- The proposed locations and capacities of expanded or new capital facilities;
- At least a six-year plan 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 the⁸

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.

PROJECTED EXPENDITURES

All CFP by fund

Total	\$51,408,147	\$35,883,328	\$34,245,000	\$56,992,730	\$34,237,390	\$62,835,794
	2024	2025	2026	2027	2028	2029
General Fund	\$6,850,165	\$4,893,328	\$1,877,000	\$1,834,000	\$1,012,000	\$15,916,000
Parks & Recreation Fund	\$55,000	\$60,000	\$0	\$0	\$0	\$0
Grandview Cemetery Fund	\$20,000	\$0	\$0	\$0	\$0	\$0
Street Maintenance Fund	\$1,800,000	\$0	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
Arterial Street Construction	\$7,106,000	\$10,748,000	\$11,992,000	\$32,527,600	\$19,503,230	\$20,588,900
Parks Capital Improvement	\$1,620,000	\$1,785,000	\$2,600,000	\$2,803,000	\$960,000	\$3,450,000
Water Fund	\$5,795,982	\$8,471,000	\$7,201,000	\$5,713,130	\$3,164,410	\$3,099,894
Sewer Fund	\$27,631,000	\$8,825,000	\$7,765,000	\$11,625,000	\$7,080,000	\$17,700,000
Storm Drainage Fund	\$530,000	\$731,000	\$810,000	\$565,000	\$517,750	\$281,000
Sanitation Fund	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Rental Fund	\$0	\$370,000	\$200,000	\$125,000	\$200,000	\$0

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.

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.

		Total	\$51,408,147	\$35,883,328	\$34,245,000	\$56,992,730	\$34,237,390	\$62,835,794
Dept	Project	2024	2025	2026	2027	2028	2029	
Fiber	ACCESS Anacortes Fiber Internet (EDA Expansion Area)	\$3,715,165	\$1,731,678	\$0	\$0	\$0	\$0	
Fiber	Developer Materials for New Construction	\$35,000	\$35,000	\$35,000	\$35,000	\$0	\$0	
Fiber	Fiber Backbone Construction- AdHoc Projects	\$0	\$25,000	\$25,000	\$25,000	\$0	\$0	
Fiber	Guemes View Fiber Expansion	\$250,000	\$0	\$0	\$0	\$0	\$0	
Fire	Fire Station Upgrades	\$0	\$350,000	\$0	\$0	\$0	\$0	
Fire	Medic Unit Addition	\$0	\$350,000	\$0	\$0	\$0	\$0	
Fire	Command Vehicle Addition	\$0	\$80,000	\$0	\$0	\$0	\$0	
Fire	Fire Facilities Remodel/Additions	\$0	\$0	\$150,000	\$0	\$0	\$15,000,000	
Fire	Fire and EMS Boat	\$0	\$0	\$700,000	\$0	\$0	\$0	
Fire	Fire - Aerial Ladder Truck	\$1,675,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Depot Plaza Expansion	\$0	\$300,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Heart Lake Shoreline Restoration	\$0	\$150,000	\$500,000	\$450,000	\$0	\$0	
Parks&Recreation	Little Cranberry Lake Shoreline Improvements	\$20,000	\$20,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks Insfrastructure	\$50,000	\$25,000	\$0	\$50,000	\$0	\$50,000	
Parks&Recreation	Thompson Trail Trestle Feasibility Project	\$350,000	\$350,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Q'elech'ilhch Park Improvements	\$10,000	\$15,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Ship Harbor Wetland Interpretive Trail	\$250,000	\$25,000	\$750,000	\$0	\$0	\$0	
Parks&Recreation	Pickleball Infrastructure	\$0	\$100,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Senior Activity Center Improvements	\$55,000	\$60,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Storvik Park Sand Volleyball Courts	\$0	\$100,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Skate Park Restroom and Parking Lot	\$0	\$700,000	\$0	\$0	\$0	\$0	
Parks&Recreation	Ace of Hearts Park Improvements	\$0	\$0	\$500,000	\$0	\$0	\$0	
Parks&Recreation	Guemes Channel Trail EIS	\$0	\$0	\$400,000	\$328,000	\$0	\$3,100,000	
Parks&Recreation	West Side Park Construction	\$0	\$0	\$450,000	\$0	\$0	\$0	
Parks&Recreation	Bicycle and Pedestrian Connections	\$0	\$0	\$0	\$50,000	\$0	\$0	
Parks&Recreation	Storvik Park Field and Lighting Improvements	\$0	\$0	\$0	\$1,000,000	\$0	\$0	
Parks&Recreation	Volunteer Park Field Improvements	\$0	\$0	\$0	\$900,000	\$0	\$0	
Parks&Recreation	Shannon Point Trail	\$0	\$0	\$0	\$25,000	\$0	\$0	
Parks&Recreation	Pocket Park Construction	\$0	\$0	\$0	\$0	\$150,000	\$0	
Parks&Recreation	Senior Activity Center Expansion	\$0	\$0	\$0	\$0	\$600,000	\$0	
Parks&Recreation	Washington Park Upper Restroom Repair	\$0	\$0	\$0	\$0	\$150,000	\$0	
Parks&Recreation	Parks Trailhead Infrastructure Improvements	\$0	\$0	\$0	\$0	\$60,000	\$0	
Parks&Recreation	Heart Lake Water Quality	\$0	\$0	\$0	\$0	\$0	\$300,000	
Parks&Recreation	Parks - Guemes Channel Trail EIS	\$400,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Cap Sante Eastside Summit Trail Improvement	\$10,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Cap Sante Lookout Improvements	\$250,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Depot Pavilion Planning	\$50,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Shannon Point Trail	\$50,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - James Rice Civic Park Improvements	\$20,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Replace Parks Grandview Cemetery Office	\$20,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Storvik Park small courts makeover	\$100,000	\$0	\$0	\$0	\$0	\$0	
Parks&Recreation	Parks - Trail Improvement Projects	\$60,000	\$0	\$0	\$0	\$0	\$0	
PW-Ops	Facilities- Maintenance Vehicle	\$0	\$85,000	\$0	\$85,000	\$0	\$0	
PW-Ops	Facilities - City Facility Maintenance Repairs	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	
PW-Ops	Facilities - Library A/C Air Handler	\$0	\$75,000	\$0	\$400,000	\$0	\$0	
PW-Ops	City Facility Condition Assesment	\$0	\$80,000	\$0	\$0	\$0	\$0	
PW-Ops	Facilities- Police/Court HVAC Rebuild/Replace	\$0	\$160,000	\$0	\$0	\$0	\$0	
PW-Ops	Facilities- PD Server Room A/C	\$0	\$30,000	\$0	\$0	\$0	\$0	
PW-Ops	Wastewater- Plant: Re-Roof The Solids Handling Building	\$0	\$40,000	\$0	\$0	\$0	\$0	
PW-Ops	Wastewater- Plant: Re-Roof The WWTP Secondary Building	\$0	\$50,000	\$0	\$0	\$0	\$0	
PW-Ops	Wastewater- Plant: Re-Roof The WWTP Head Works Building	\$0	\$30,000	\$0	\$0	\$0	\$0	
PW-Ops	City Hall Seagull Mitigation	\$0	\$30,000	\$0	\$0	\$0	\$0	
PW-Ops	Facilities - ASAC Window Replacement	\$25,000	\$0	\$20,000	\$0	\$0	\$0	
PW-Ops	Facilities - ASAC Generator Connection MTS	\$0	\$0	\$0	\$50,000	\$0	\$0	
PW-Ops	Facilities - City Fleet EV Charging Infrastructure	\$0	\$0	\$50,000	\$125,000	\$200,000	\$0	
PW-Ops	Facilities - City Hall Elevator Replacement	\$0	\$0	\$0	\$350,000	\$0	\$0	
PW-Ops	Facilities- City Hall 3rd Floor Carpet Replacement	\$0	\$0	\$35,000	\$0	\$0	\$0	
PW-Ops	Facilities - Fire Department Elevator Replacement	\$0	\$0	\$0	\$350,000	\$0	\$0	
PW-Ops	Facilities - Fire Station #1 Kitchen Remodel	\$0	\$0	\$20,000	\$0	\$0	\$0	

Dept	Project	2024	2025	2026	2027	2028	2029
PW-Ops	Facilities - Maritime Heritage Museum Roof Replacement	\$0	\$0	\$0	\$0	\$0	\$100,000
PW-Ops	Facilities - Police/Court Department Exterior Paint	\$0	\$0	\$75,000	\$0	\$0	\$0
PW-Ops	PW- Fleet-Maintenance Truck	\$0	\$0	\$100,000	\$0	\$0	\$0
PW-Ops	PW- Fleet- City Hall Pool Car	\$0	\$0	\$50,000	\$0	\$0	\$0
PW-Ops	PW- Ops- Operations/ASD Facility Repave East Half	\$0	\$0	\$0	\$0	\$400,000	\$0
PW-Ops	PW - Ops- Ops Security System Replacement/Expansion	\$0	\$0	\$250,000	\$0	\$0	\$0
PW-Ops	PW - Solid Waste - New Dumpster Hauling/Delivery Truck	\$0	\$0	\$0	\$150,000	\$0	\$0
PW-Ops	Street- Paint Striping Truck 50%	\$0	\$0	\$300,000	\$0	\$0	\$0
PW-Ops	IT- Additional staff vehicle	\$0	\$0	\$0	\$0	\$60,000	\$0
PW-Ops	Fiber- New Bucket truck	\$0	\$0	\$0	\$0	\$0	\$250,000
PW-Ops	Gen Gov - Fac - ASAC Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - City Hall Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - Fire Dept. Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - Library Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - Museum Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - Parks Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - Police Dept/Court Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - ASAC Additional HVAC system	\$40,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	PW - Ops - Operations Upper Parking lot pavement/reconfigure	\$150,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	PW - Ops - Ops Facility Expansion/Master Plan	\$50,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	PW - Ops - Sewer/Storm/Street Maintenance truck addition	\$75,000	\$0	\$0	\$0	\$0	\$0
PW-Ops	Gen Gov - Fac - Police/Court HVAC Rebuild/Replace	\$100,000	\$0	\$0	\$0	\$0	\$0
Storm	Ace of Heart Creek Rotary Park Stream Restoration	\$0	\$0	\$0	\$250,000	\$0	\$0
Storm	F4 Basin Capacity Improvements - R Ave Vicinity	0	0	310,000	0	0	0
Storm	Outfall Evaluation and Rehabilitations	0	0	50,000	55,000	67,750	81,000
Storm	Storm System Restoration and Upgrades	220,000	231,000	200,000	200,000	200,000	200,000
Storm	St. Marys Drive Culvert Replacement	0	0	0	60,000	0	0
Storm	Marion Way Pond Retrofit	0	0	250,000	0	0	0
Storm	F4 Sub-Basin Storm Project - O Avenue between 34th Street to 32nd Street	50,000	0	0	0	250,000	0
Storm	Fidalgo Bay Road Flood Mitigation	0	250,000	0	0	0	0
Storm	MJB Hardpipe and outfall	0	250,000	0	0	0	0
Storm	Inspection Vehicle	\$60,000	\$0	\$0	\$0	\$0	\$0
Storm	Stormwater Comprehensive Plan Update	\$200,000	\$0	\$0	\$0	\$0	\$0
Transportation	16th Street Improvements	\$300,000	\$2,300,000	\$0	\$0	\$0	\$0
Transportation	Fidalgo Bay Road Reconstruction	\$0	\$1,000,000	\$0	\$8,500,000	\$0	\$0
Transportation	Kansas Avenue Street Build	\$0	\$100,000	\$1,500,000	\$0	\$0	\$0
Transportation	Q Avenue Pedestrian Project	\$53,000	\$448,000	\$0	\$0	\$0	\$0
Transportation	South Commercial Avenue Corridor Plan - Phase I	\$5,500,000	\$3,050,000	\$0	\$0	\$0	\$0
Transportation	South Commercial Avenue Corridor Plan - Phase II Commercial Avenue from 14th to 34th	\$0	\$3,500,000	\$6,000,000	\$18,000,000	\$18,000,000	\$18,000,000
Transportation	Pedestrian Crossing on 32nd Street to Storvik Park	\$0	\$200,000	\$0	\$0	\$0	\$0
Transportation	Pedestrian Crossing/Refuge at Tommy Thompson Trail at T Avenue	\$0	\$100,000	\$0	\$0	\$0	\$0
Transportation	Pedestrian Improvements - 22nd St between H Ave and I Ave	\$0	\$50,000	\$0	\$0	\$0	\$0
Transportation	Downtown Streetscape	\$0	\$0	\$900,000	\$0	\$900,000	\$0
Transportation	Marina Connection	\$0	\$0	\$500,000	\$0	\$0	\$0
Transportation	17th Street and Q Avenue Intersection	\$0	\$0	\$260,000	\$2,240,000	\$0	\$0
Transportation	ADA Ramps	\$110,000	\$0	\$120,000	\$125,000	\$130,000	\$135,000
Transportation	Annual Pavement Maintenance	\$1,800,000	\$0	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
Transportation	Non-Motorized Improvements	\$11,000	\$0	\$12,000	\$12,600	\$13,230	\$13,900
Transportation	Sidewalk and Trip Hazard Repairs	\$200,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000
Transportation	SR 20 Spur (Oakes Ave) Sidewalk Improvements	\$0	\$0	\$100,000	\$900,000	\$0	\$0
Transportation	Q Ave & 29th Street - (R Ave Phase II)	\$0	\$0	\$2,100,000	\$0	\$0	\$0
Transportation	South March Point Road Reconstruction	\$0	\$0	\$0	\$2,550,000	\$0	\$0
Transportation	12th Street and K Avenue Intersection	\$0	\$0	\$0	\$0	\$260,000	\$2,240,000
Transportation	Transportation - 2025 Comprehensive Plan Update Transportation Element	\$300,000	\$0	\$0	\$0	\$0	\$0
Transportation	Transportation - Local Road Safety Plan	\$125,000	\$0	\$0	\$0	\$0	\$0
Transportation	Transportation - March Point Road - Trestle – Park & Ride – Trail	\$250,000	\$0	\$0	\$0	\$0	\$0
Transportation	Transportation - R Avenue Safety and Mobility Improvements	\$257,000	\$0	\$0	\$0	\$0	\$0

Dept	Project	2024	2025	2026	2027	2028	2029
Wastewater	Wastewater - Collections: March Point area force main upgrade		\$0	\$350,000	\$5,000,000	\$0	\$0
Wastewater	Wastewater - Collections: Pump station #16 upgrade	\$2,000,000	\$1,855,000	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Collections: Pump stations ongoing upgrades	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000
Wastewater	Wastewater - Plant: Administration building expansion	\$676,000	\$820,000	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Construct new CSO pump station	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Emergent asset repair and replacement projects	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000
Wastewater	Wastewater - Plant: Nutrient removal evaluations and upgrades	\$100,000	\$50,000	\$100,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Replace aeration basin #2 diffusers	\$250,000	\$250,000	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Refurbish existing incinerator reactor vessel		\$200,000	\$2,000,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Replace polymer pump skids		\$80,000	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Collections: Annual inflow and infiltration reduction projects	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Wastewater	Wastewater - Plant: Covered storage and biosolids loadout for North Pad	\$170,000	\$150,000	\$100,000		\$0	\$0
Wastewater	Wastewater - Plant: Purchase administrative commuter vehicle	\$0	\$0	\$50,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Replace #1 aeration blower with Aerzen hybrid	\$0	\$0	\$200,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Replace aeration basin recirculation pumps	\$0	\$0	\$80,000	\$300,000	\$0	\$0
Wastewater	Wastewater - Plant: Replace dewatering pump	\$0	\$0	\$150,000	\$0	\$0	\$0
Wastewater	Wastewater - Collections: Pump station #7 convert to duplex	\$0	\$0	\$25,000	\$200,000	\$0	\$0
Wastewater	Wastewater - Collections: Reservation Rd, Padilla Heights, Similk Bay Rd sewer extension	\$0	\$0	\$0	\$0	\$0	\$10,000,000
Wastewater	Wastewater - Plant: Addition of denitrification zone mixers in ABs	\$0	\$0	\$350,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Basin rehabilaition	\$0	\$0	\$250,000	\$250,000	\$250,000	\$0
Wastewater	Wastewater - Plant: Biosolids handling alternative	\$0	\$0	\$200,000	\$200,000	\$500,000	\$5,000,000
Wastewater	Wastewater - Plant: Effluent pump station upgrade	\$0	\$0	\$0	\$0	\$730,000	\$0
Wastewater	Wastewater - Plant: Influent pumping upgrade	\$0	\$0	\$0	\$825,000	\$0	\$0
Wastewater	Wastewater - Plant: Rebuild belt filter press	\$0	\$0	\$330,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Recoat clarifiers steelworks	\$0	\$0	\$400,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Replace #2 aeration blower with Aerzen hybrid and reconfigure manifolds	\$0	\$0	\$80,000	\$400,000	\$0	\$0
Wastewater	Wastewater - Plant: Replace bar screens and grit handling system	\$0	\$0	\$0	\$100,000	\$3,000,000	\$0
Wastewater	Wastewater - Plant: Replace incinerator preheat unit	\$0	\$0	\$500,000	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Replace RAS pumps and separate manifolds	\$0	\$0	\$100,000	\$500,000	\$0	\$0
Wastewater	Wastewater - Plant: Septage handling facility upgrade	\$0	\$0	\$100,000	\$1,000,000	\$0	\$0
Wastewater	Wastewater - Plant: Rebuild/replace ash system	\$0	\$0	\$0	\$200,000	\$0	\$0
Wastewater	Wastewater - Plant: WWTP Outfall	\$16,000,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Addition of Aeration Basin Zone Actuators	\$150,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Purchase UTV service vehicle	\$40,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Recoat Clarifier Steelworks	\$300,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Replace Admin Building Boiler and controls	\$170,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Plant: Upgrade SCADA with Dashboarding Capabilities	\$125,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Collections: Pump Station #3 Rehabilitation	\$150,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Collections: Pump Station #4 rehabilitation	\$250,000	\$0	\$0	\$0	\$0	\$0
Wastewater	Wastewater - Collections: General Sewer plan	\$500,000	\$0	\$0	\$0	\$0	\$0
Water Systems	Pass Lake 10-inch Waterline Repair/Replace	\$0	\$2,750,000	\$0	\$0	\$0	\$0
Water Systems	West March Point Road Waterline Construction	\$420,000	\$420,000	\$1,790,000	\$0	\$0	\$0
Water Systems	Cathodic Protection Transmission Main	\$0	\$120,000	\$0	\$0	\$0	\$0
Water Systems	WTP Maintenance/Storage Building	\$0	\$60,000	\$500,000	\$0	\$0	\$0
Water Systems	Phase 4 & 5 WTP Controls Reliability	\$175,000	\$380,000	\$0	\$0	\$0	\$0
Water Systems	36-inch Transmission Line Repair near Swinomish Slough	\$115,000	\$90,000	\$0	\$0	\$0	\$0
Water Systems	WTP Discharge Meter Replacement	\$0	\$960,000	\$0	\$0	\$0	\$0
Water Systems	WTP Filter Optimization	\$125,000	\$125,000	\$0	\$0	\$0	\$0
Water Systems	Water System Plan Update	\$375,590	\$225,000	\$0	\$0	\$0	\$0
Water Systems	Water System Security Update	\$650,000	\$650,000	\$0	\$0	\$0	\$0

Dept	Project	2024	2025	2026	2027	2028	2029
Water Systems	WTP Emergent Equipment Replacements	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$0
Water Systems	Pipeline Replacements	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280	\$2,354,394
Water Systems	A Avenue Booster Station Re-roof	\$0	\$8,000	\$0	\$0	\$0	\$0
Water Systems	Fidalgo Bay Estates Booster Station Re-roof	\$0	\$5,000	\$0	\$0	\$0	\$0
Water Systems	Reservoir Upgrades and Maintenance	\$300,000	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0
Water Systems	Whistle Lake Dam Project	\$240,000	\$240,000	\$0	\$0	\$0	\$0
Water Systems	Additional service truck	\$41,000	\$43,000	\$0	\$0	\$0	\$0
Water Systems	Flatbed truck	\$0	\$75,000	\$0	\$0	\$0	\$0
Water Systems	Campbell Lake Fish Passage Waterline Relocate	\$0	\$0	\$75,000	\$372,130	\$372,130	\$0
Water Systems	Repair and add Corrosion Control to 36-inch Valve at Telegraph Slough	0	0	300,000	0	0	0
Water Systems	Blue Heron Pump Station Rebuild	\$0	\$0	\$75,000	\$825,000	\$0	\$0
Water Systems	South Fidalgo Island Water System Pipeline Replacement	\$0	\$0	\$0	\$710,000	\$0	\$745,500
Water Systems	Retail: Advanced Metering Infrastructure (AMI) Water Meters (Moved to O&M Budget)	\$500,000	\$0	\$0	\$0	\$0	\$0
Water Systems	Water Model (Moved to O&M Budget)	\$65,000	\$0	\$0	\$0	\$0	\$0
Water Systems	Regional: Hydro Excavator	\$650,000	\$0	\$0	\$0	\$0	\$0
Water Systems	Retail: Fidalgo Island Water Service (FIWS) area Telemetry	\$221,392	\$0	\$0	\$0	\$0	\$0
Vehicle & Equipment Fleet	Replace WTP Generator, at the Pointe	\$0	\$200,000	\$0	\$0	\$0	\$0
Vehicle & Equipment Fleet	Replace WTP Generator, at A Avenue	\$0	\$20,000	\$0	\$0	\$0	\$0
Vehicle & Equipment Fleet	Replace Truck, #100	\$0	\$60,000	\$0	\$0	\$0	\$0
Vehicle & Equipment Fleet	Replace Truck, #158	\$0	\$90,000	\$0	\$0	\$0	\$0
General Gov	Gen Gov - Enterprise Resource Planning (ERP) System replacement	\$150,000	\$671,650	\$277,000	\$289,000	\$302,000	\$316,000
General Gov	Mitel Phone System replacement	\$0	\$40,000	\$0	\$0	\$0	\$0
General Gov	Museum Storage Workshop Construction	\$30,000	\$290,000	\$40,000	\$0	\$0	\$0
General Gov	Creosote Pile Removal and Replacement at City Owned Travel Lift Float and Dock	\$120,000	\$250,000	\$0	\$0	\$0	\$0
General Gov	Repair the City Breakwater	\$0	\$280,000	\$0	\$0	\$0	\$0
General Gov	Gen Gov - DAA Beautification and Other	\$35,000	\$80,000	\$0	\$0	\$0	\$0
General Gov	Gen Gov - Downtown Welcome Arch	\$50,000	\$0	\$0	\$0	\$0	\$0

Project Details:

Department	Pages
Fiber	118 – 23
Fire	24 – 30
Parks & Recreation	31 – 55
Public Works Operations	56 – 85
Storm	85 – 95
Transportation	96 – 117
Wastewater	118 – 152
Water Systems	152 – 175
General Government	176 – 183

Fiber

	2024	2025	Amended 2025	2025 Change
Total	\$ 4,000,165	\$ 785,000	\$ 1,791,678	\$ 1,006,678

Total Funding	\$ 4,000,165	\$ 785,000	\$ 1,791,678
Funding Source			
Taxes			\$ -
Reet			\$ -
Utility Tax			\$ -
Impact Fees			\$ -
Grants			\$ 225,373
Interfund Loan	\$ 3,965,165		\$ -
Financing		\$ 750,000	\$ 1,566,305
Fund Balance/Reserves	\$ 35,000	\$ 35,000	\$ -

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Fiber - Access Anacortes Fiber Internet Expansion - EDA Grant Area	\$ 3,715,165	\$ -	\$ 1,731,678	\$ 1,731,678	see project data sheet
Fiber - Equipment for Developers	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	see project data sheet
Fiber - Guemes View	\$ 250,000	\$ -	\$ -	\$ -	no change
Fiber - Remaining Fiber Construction Inside City Limits	\$ -	\$ 750,000	\$ -	\$ (750,000)	being incorporated in ongoing activities
Fiber - Backbone Construction - AdHoc Projects	\$ -	\$ -	\$ 25,000	\$ 25,000	see project data sheet

Project Summary Sheet							
Project Costs:	2024	2025	2026	2027	2028	2029	Total
ACCESS Anacortes Fiber Internet (EDA Expansion	\$3,715,165	\$1,731,678	\$0	\$0	\$0	\$0	\$5,446,843
Developer Materials for New Construction	\$35,000	\$35,000	\$35,000	\$35,000	\$0	\$0	\$140,000
Fiber Backbone Construction- AdHoc Projects	\$0	\$25,000	\$25,000	\$25,000	\$0	\$0	\$75,000
Guemes View Fiber Expansion	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Totals	\$4,000,165	\$1,791,678	\$60,000	\$60,000	\$0	\$0	\$5,911,843
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	\$0	\$225,373	\$0	\$0	\$0	\$0	\$225,373
Interfund Loan	\$3,965,165	\$0	\$0	\$0	\$0	\$0	\$3,965,165
Financing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance/Reserves	\$35,000	\$1,566,305	\$60,000	\$60,000	\$0	\$0	\$1,721,305
Totals	\$4,000,165	\$1,791,678	\$60,000	\$60,000	\$0	\$0	\$5,911,843

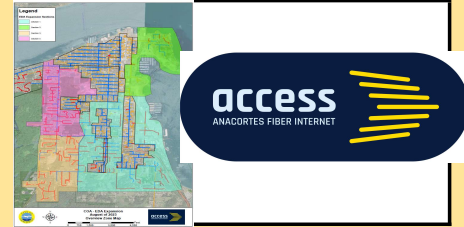


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

General Government



Project Title:

ACCESS Anacortes Fiber Internet (EDA Expansion Area)

Location:

East of A Avenue

Description:

Fiberoptic backbone construction and customer installation.

Justification:

Project is under contract and grant funding to offset costs is secured.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Updated to reflect remaining project cost following award of construction contract.
Summitx \$1,200,000 | COA labor \$325,017 | Materials \$143,833 | NoaNet Support \$45,000

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$3,715,165	\$1,731,678					\$5,446,843
Totals	\$3,715,165	\$1,731,678	\$0	\$0	\$0	\$0	\$5,446,843

Funding Sources:	2025	2026	2027	2028	2029	Total
Taxes						\$0
REET						\$0
Utility Tax						\$0
Impact Fees						\$0
Grants	\$225,373					\$225,373
Interfund Loan	\$3,715,165					\$3,715,165
Financing						\$0
Fund Balance	\$1,506,305					\$1,506,305
Totals	\$3,715,165	\$1,731,678	\$0	\$0	\$0	\$5,446,843



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

General Government



Project Title:

Developer Materials for New Construction

Location:

Citywide

Description:

City provides fiberoptic conduit materials to developers building new units in areas not served by fiber for ease of future customer installation.

Justification:

Installation of customers with fiber access is easy to accomplish when backbone conduit is installed.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Continued practice.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$35,000	\$35,000	\$35,000	\$35,000			\$140,000
Totals	\$35,000	\$35,000	\$35,000	\$35,000	\$0	\$0	\$140,000

Funding Sources:	2025	2026	2027	2028	2029	Total
Taxes						\$0
REET						\$0
Utility Tax						\$0
Impact Fees						\$0
Grants						\$0
Interfund Loan						\$0
Financing						\$0
Fund Balance	\$35,000	\$35,000	\$35,000	\$35,000		\$140,000
Totals	\$35,000	\$35,000	\$35,000	\$35,000	\$0	\$140,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

General Government



Project Title:

Fiber Backbone Construction- AdHoc Projects

Location:

within city limits

Description:

Funding to allow for fiber construction to be completed in areas that were bypassed during initial construction.

Justification:

City intends to pass every premise within City limits to extend fiberoptic network.

In Previous CFP?

No

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$0	\$25,000	\$25,000	\$25,000			\$75,000
Totals	\$0	\$25,000	\$25,000	\$25,000	\$0	\$0	\$75,000

Funding Sources:	2025	2026	2027	2028	2029	Total
Taxes						\$0
REET						\$0
Utility Tax						\$0
Impact Fees						\$0
Grants						\$0
Interfund Loan						\$0
Financing						\$0
Fund Balance	\$25,000	\$25,000	\$25,000			\$75,000
Totals	\$0	\$25,000	\$25,000	\$25,000	\$0	\$75,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

General Government



Project Title:

Guemes View Fiber Expansion

Location:

Description:

In 2024, network design and construction is complete and costs will be for customer installations. Projections for costs are based on the assumption of installations for 35% of premises passed. Estimated total cost for design, construction, and customer installations for Guemes View was \$3,880,000.

Justification:

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$250,000						\$250,000
Totals	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000

Funding Sources:	2025	2026	2027	2028	2029	Total
Taxes						\$0
REET						\$0
Utility Tax						\$0
Impact Fees						\$0
Grants						\$0
Interfund Loan	\$250,000					\$250,000
Financing						\$0
Fund Balance						\$0
Totals	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Fire

	2024	2025	Amended 2025	2025 Change
Total	\$ 1,675,000	\$ 950,000	\$ 780,000	\$ (170,000)

Total Funding	\$ 1,675,000	\$ 450,000	\$ 780,000
Funding Source			
Taxes			\$ 425,000
Reet		\$ 150,000	\$ -
Utility Tax			\$ -
Impact Fees			\$ 355,000
Grants	\$ 1,675,000		\$ -
Rates/User Fees			\$ -
Contributions			\$ -
Fund Balance/Reserves		\$ 300,000	\$ -

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Fire - Main Fire Station Upgrade	\$ -	\$ 150,000	\$ 350,000	\$ 200,000	see project data sheet
Fire - Medic Unit Replacement/Addition	\$ -	\$ 300,000	\$ 350,000	\$ 50,000	see project data sheet
Fire - Command Vehicle Addition	\$ -	\$ -	\$ 80,000	\$ 80,000	see project data sheet
Fire - Fire and EMS Boat	\$ -	\$ -	\$ -	\$ -	future project - 2026
Fire - Aerial Ladder Truck	\$ 1,675,000	\$ -	\$ -	\$ -	no change
Fire - Ladder Truck Training Tower	\$ -	\$ 500,000	\$ -	\$ (500,000)	no longer in plan being considered for inclusion in future project

Project Summary Sheet							
Project Costs:	2024	2025	2026	2027	2028	2029	Total
Fire Station Upgrades	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Medic Unit Addition	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Command Vehicle Addition	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000
Fire Facilities Remodel/Additions	\$0	\$0	\$150,000	\$0	\$0	\$15,000,000	\$15,150,000
Fire and EMS Boat	\$0	\$0	\$700,000	\$0	\$0	\$0	\$700,000
Fire - Aerial Ladder Truck	\$1,675,000	\$0	\$0	\$0	\$0	\$0	\$1,675,000
Totals	\$1,675,000	\$780,000	\$850,000	\$0	\$0	\$15,000,000	\$18,305,000
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes		\$425,000	\$150,000	\$0	\$0	\$0	\$575,000
REET		\$0	\$0	\$0	\$0	\$0	\$0
Utility Tax		\$0	\$0	\$0	\$0	\$0	\$0
Impact Fees		\$355,000	\$175,000	\$0	\$0	\$0	\$530,000
Grants	\$1,675,000	\$0	\$525,000	\$0	\$0	\$0	\$2,200,000
Rates/User Fees		\$0	\$0	\$0	\$0	\$0	\$0
Contributions		\$0	\$0	\$0	\$0	\$15,000,000	\$15,000,000
Fund Balance/Reserves		\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$1,675,000	\$780,000	\$850,000	\$0	\$0	\$15,000,000	\$18,305,000





City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Public Safety



Project Title:

Fire Station Upgrades

Location:

Fire Station 1, 2 and 3.

Description:

This project has several components. Locution alerting systems will be added to all 3 fire station. Locution is a direct link to our dispatch center and will allow the response crews to be alerted faster than is currently possible through the radio system. It consists of lighting/speakers and interfaces with shutoff valves for cooking equipment. The Kitchen area in Station 1 will also be remodeled, adding additional space for storage and counters to accomodate new staffing levels. If possible a small outdoor cooking are will be added as well.

Justification:

Locution will add more reliable staff alerting and reduce emergency response time. The additional kitchen space is necessary to accomodate recent and anticipated future staff growth.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Updated cost projections and funding sources. 90% impact fees and 10% EMS Levy Funds.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$350,000					\$350,000
Totals	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes		\$35,000					\$35,000
REET							\$0
Utility Tax							\$0
Impact Fees		\$315,000					\$315,000
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Public Safety



Project Title:

Medic Unit Addition

Location:

Station #1

Description:

Addition of a 4th medic unit to our fleet.

Justification:

Currently the AFD staffs 3 frontline medic units, one from each station. We have a 4th unit which functions as our reserve. This reserve unit is a former front line unit (18 years old) which was already replaced, is no longer funded in ERR and is no longer reliable enough to serve. With increasing call volumes and maintenance needs our reserve unit is placed into service frequently. The purchase of a new unit and its inclusion in the ERR will prevent us from being in this position again in the near future.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Updated cost projections and funding sources. EMS Levy Funds.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$350,000					\$350,000
Totals	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes		\$350,000					\$350,000
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Public Safety



Project Title:

Command Vehicle Addition

Location:

Fire Station #1

Description:

Add an additional Command Vehicle to the fleet.

Justification:

With the staffing of a 4th unit and the need for rapid response to facilitate adequate staffing for imminent rescue, we have identified the need for an on-duty shift supervisor. Our current model of on-call duty chiefs responding from home is no longer adequate for our deployment mode. In 2025 we intend to convert our Captains to Battalion Chiefs and move them out of the engine when staffing levels allow. The intention will be that in 2026 they are permanently out of the engines and will require a command vehicle for their position.

In Previous CFP?

No

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

50% impact fees. 50% EMS Funds.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$80,000					\$80,000
Totals	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes		\$40,000					\$40,000
REET							\$0
Utility Tax							\$0
Impact Fees		\$40,000					\$40,000
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Public Safety



Project Title:

Fire Facilities Remodel/Additions

Location:

City Wide

Description:

Additional sleeping/living space for anticipated staff growth in all stations. Additional apparatus space at Stations 1 and 3. Additional classroom and training tower space at a site to be determined.

Justification:

We will need to prepare for the growth anticipated in our 20 year comprehensive plan. There is a high likelihood that service demands will outpace our current facilities capacity in the next 5-8 years. It is our recommendation that we complete a Fire and EMS Master Plan in 2026 and utilize that data to develop a comprehensive facilities upgrade need that may encompass all stations and training facilities and consider a bond in 2029 to implement all or some of those recommendations.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

There have been different versions of a St1 expansion, Station 3 build and a training tower build in previous CFPs.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$150,000			\$15,000,000	\$15,150,000
Totals	\$0	\$0	\$150,000	\$0	\$0	\$15,000,000	\$15,150,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes			\$150,000				\$150,000
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions						\$15,000,000	\$15,000,000
Fund Balance							\$0
Totals	\$0	\$0	\$150,000	\$0	\$0	\$15,000,000	\$15,150,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Public Safety



Project Title:

Fire and EMS Boat

Location:

Station 1 Area

Description:

This project would develop and deploy a boat that would allow us to provide fire suppression to our marinas, shoreline buildings and boats underway. This boat would also have the ability to access and transport patients from our surrounding islands as well as boats underway.

The city of Anacortes is located on Fidalgo Island in the Pacific Northwest, Skagit County, Washington State. Anacortes is a small city with a current population of 18,271, however experiences a large "transit population" related to both its maritime activities and position as the gateway to the greater Puget Sound region, Vancouver Island British Columbia, Canada, and the San Juan Island archipelago made up of 172 named islands and reefs. Fidalgo Island boasts 77,000 feet of saltwater shoreline along its rugged beaches and serene state parks.

The City of Anacortes has six active marinas, either publicly or privately managed, with a total of 2,443 marina slips, made up of covered or uncovered slip spaces within either secure or unsecure dock gates. Additionally, there are over 8,000 additional boats launched annually with 17,900 "guest boater night" reservations confirmed with the marinas.

The City of Anacortes is also home to a Washington State Ferry Terminal and a Skagit County Ferry Terminal, with a combined annual census of transports numbering 2,323,000 "tickets" counting passengers and their vehicles. Passengers enjoy travel to the larger San Juan Islands, and Guemes Island. The City of Anacortes is also a port of call for American Cruise Lines on their San Juan Island cruise itinerary. The Port of Anacortes is also home to Island Adventure Whale Watching Tours that take over 30,000 passengers whale watching out of Anacortes annually.

Fidalgo Island is the home to two oil refineries, Marathon Petroleum and HF Sinclair, which produce approximately 270,000 barrels of product per day. These refineries are the primary supplier of refined petroleum products for the Seattle metropolitan area, Sea-Tac International Airport, and the I-5 corridor as far south as Oregon. Crude oil arrives to these refineries from two sources, a major source from Alaska onboard large oil tanker ships which pass through the narrow channels surrounding Fidalgo Island and anchored in Fidalgo Bay facing our downtown. A second source of oil delivery occurs via railway onto the island from mainland Skagit County.

Two additional industries located along the Fidalgo Island waterfront are Trident Seafood and Dakota Creek Industries, Inc. Dakota Creek Industries is a complete ship building and repair facility specializing in construction and repair of steel and aluminum vessels up to four hundred feet in length. Previous and current construction production includes tugboats, offshore support vessels, research vessels, fire boats, ferries, and fishing vessels. Trident Seafood Plant is a state-of-the-art secondary processing facility, which includes a large cold storage operation. The Anacortes facility produces portion-controlled products from frozen fish fillets and blocks, such as Alaska pollock, cod, salmon, and halibut and distribution throughout the western half of the United States, west of the Mississippi River boundary.

The Anacortes Fire Department is an "All Hazards Fire Department" responsible for structural fire protection, Emergency Medical Responses (EMS), wildland firefighting, hazards materials responses, rope rescue incidents, confined space rescues and maritime firefighting and rescue responses. Additionally, the Anacortes Fire Department provides Advanced Life Support (ALS) service to all of Fidalgo Island, and five surrounding inhabited islands with no commercial ferry services, and numerous other uninhabited islands which are frequently visited by boaters for recreational activities such as camping and hiking.

All these factors present the Anacortes Fire Department with very challenging situations, varying from potential terrorist attacks to soft targets, such as state and county ferry boats or cruise liners, potentially posing a mass casualty incident at sea, and/or a terrorist attack against oil tankers causing a significant fire at sea, risking the lives of crew members, disrupting the fuel supply chain to the most densely populated area of the Pacific Northwest, and reprehensible environment damages. In addition to potential terrorist threats, the Anacortes Fire Department is dispatched to boat fires, both within the marinas and outside waterways. Additionally, Anacortes Fire Department receives dispatches to rescue kayakers, paddle boarders, and personal watercrafts in distress, to medical emergencies on islands that do not have local EMS responses, capsized and sinking vessels, dock and pier fires, and special events which need medical standby for, such as sailboat and kayak races in our waterways.

Currently, the Anacortes Fire Department has a repurposed 20' zodiac boat, with a 115 HP outboard, which does not have the capabilities to meet the Port Security Grant Program (PSGP) in prevention, protection, mitigation and has limited capacity to fulfill recoveries from acts of terrorism involving improvised explosive devices (IED's) and other chemical, biological, radiological, nuclear, and explosive (CBRNE) threats against soft targets towards one of the state and county ferries, cruise liners, or oil tankers.

Today we rely on calling for assistance from other agencies, for example the Bellingham Fire Department, the Swinomish Tribal Rescue Boat, the Skagit County Sheriff's Office, and the US Coast Guard; all of which have a significantly delayed response.

Justification:

In Previous CFP?

No

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

* Casino Community Impact 24/25 for the 25% match

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$700,000				\$700,000
Totals	\$0	\$0	\$700,000	\$0	\$0	\$0	\$700,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees			\$175,000				\$175,000
Grants			\$525,000				\$525,000
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$700,000	\$0	\$0	\$0	\$700,000

Parks

	2024	2025	Amended 2025	2025 Change
Total	\$ 1,695,000	\$ 2,400,000	\$ 1,845,000	\$ (555,000)

Total Funding	\$ 1,695,000	\$ 2,400,000	\$ 1,845,000
Funding Source			
Taxes			
Reet	\$ 250,000	\$ 300,000	\$ 240,000
Utility Tax			
Impact Fees			
Grants	\$ 400,000	\$ 650,000	\$ 770,000
Rates/User Fees			
Contributions	\$ 450,000	\$ 800,000	\$ 775,000
Fund Balance/Reserves	\$ 595,000	\$ 650,000	\$ 60,000

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Parks - Depot Plaza Expansion	\$ -	\$ -	\$ 300,000	\$ 300,000	see project data sheet
Parks - Heart Lake Shoreline Restoration	\$ -	\$ -	\$ 150,000	\$ 150,000	see project data sheet
Parks - Little Cranberry Lake Shoreline	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	see project data sheet
Parks - Parks Infrastructure	\$ 50,000	\$ 50,000	\$ 25,000	\$ (25,000)	see project data sheet
Parks - Planning Design for the Tommy Thompson Trestle and Causeway Replacement	\$ 350,000	\$ -	\$ 350,000	\$ 350,000	see project data sheet
Parks - Q'elech'ilhch Park Improvements	\$ 10,000	\$ -	\$ 15,000	\$ 15,000	see project data sheet
Parks - Ship Harbor Wetland Interpretive Trail	\$ 250,000	\$ -	\$ 25,000	\$ 25,000	see project data sheet
Parks - Pickleball Infrastructure	\$ -	\$ -	\$ 1100,000	\$ 1100,000	see project data sheet
Parks - Senior Center Improvements	\$ 55,000	\$ -	\$ 60,000	\$ 60,000	see project data sheet
Parks - Storvik Park Sand Volleyball Courts	\$ -	\$ -	\$ 100,000	\$ 100,000	see project data sheet
Parks - Skate Park Restroom and Parking Lot	\$ -	\$ -	\$ 700,000	\$ 700,000	see project data sheet
Parks - Bicycle and Pedestrian Connections	\$ -	\$ 50,000	\$ -	\$ (50,000)	pushed to future year
Parks - Heart Lake Improvements	\$ -	\$ 700,000	\$ -	\$ (700,000)	moved to shoreline restoration
Parks - Pocket Park Construction	\$ -	\$ 150,000	\$ -	\$ (150,000)	pushed to future year
Parks - Volunteer Field Improvement	\$ -	\$ 800,000	\$ -	\$ (800,000)	pushed to future year
Parks - Washington Park Campground Improvements	\$ -	\$ 50,000	\$ -	\$ (50,000)	pushed to future year
Parks - West Side Park	\$ -	\$ 600,000	\$ -	\$ (600,000)	pushed to future year
Parks - Guemes Channel Trail EIS	\$ 400,000	\$ -	\$ -	\$ -	no change
Parks - Cap Sante Eastside Summit Trail Improvement	\$ 10,000	\$ -	\$ -	\$ -	no change
Parks - Cap Sante Lookout Improvements	\$ 250,000	\$ -	\$ -	\$ -	no change
Parks - Depot Pavilion Planning	\$ 50,000	\$ -	\$ -	\$ -	no change
Parks - Shannon Point Trail	\$ 50,000	\$ -	\$ -	\$ -	no change
Parks - James Rice Civic Park Improvements	\$ 20,000	\$ -	\$ -	\$ -	no change
Parks - Replace Parks Grandview Cemetery Office	\$ 20,000	\$ -	\$ -	\$ -	no change
Parks - Storvik Park small courts makeover	\$ 100,000	\$ -	\$ -	\$ -	no change
Parks - Trail Improvement Projects	\$ 60,000	\$ -	\$ -	\$ -	no change

Project Summary Sheet							
Project Costs:	2024	2025	2026	2027	2028	2029	Total
Depot Plaza Expansion	\$0	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Heart Lake Shoreline Restoration	\$0	\$150,000	\$500,000	\$450,000	\$0	\$0	\$1,100,000
Little Cranberry Lake Shoreline Improvements	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$40,000
Parks Infrastructure	\$50,000	\$25,000	\$0	\$50,000	\$0	\$50,000	\$175,000
Thompson Trail Trestle Feasibility Project	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$700,000
Parks - Q'elech'ilhch Park Improvements	\$10,000	\$15,000	\$0	\$0	\$0	\$0	\$25,000
Ship Harbor Wetland Interpretive Trail	\$250,000	\$25,000	\$750,000	\$0	\$0	\$0	\$1,025,000
Pickleball Infrastructure	\$0	\$100,000	\$0	\$0	\$0	\$0	\$75,000
Senior Activity Center Improvements	\$55,000	\$60,000	\$0	\$0	\$0	\$0	\$115,000
Storvik Park Sand Volleyball Courts	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Skate Park Restroom and Parking Lot	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
Ace of Hearts Park Improvements	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
Guemes Channel Trail EIS	\$0	\$0	\$400,000	\$328,000	\$0	\$3,100,000	\$3,828,000
West Side Park Construction	\$0	\$0	\$450,000	\$0	\$0	\$0	\$450,000
Bicycle and Pedestrian Connections	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Storvik Park Field and Lighting Improvements	\$0	\$0	\$0	\$1,000,000	\$0	\$0	\$1,000,000
Volunteer Park Field Improvements	\$0	\$0	\$0	\$900,000	\$0	\$0	\$900,000
Shannon Point Trail	\$0	\$0	\$0	\$25,000	\$0	\$0	\$25,000
Pocket Park Construction	\$0	\$0	\$0	\$0	\$150,000	\$0	\$150,000
Senior Activity Center Expansion	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000
Washington Park Upper Restroom Repair	\$0	\$0	\$0	\$0	\$150,000	\$0	\$150,000
Parks Trailhead Infrastructure Improvements	\$0	\$0	\$0	\$0	\$60,000	\$0	\$60,000
Heart Lake Water Quality	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
Parks - Guemes Channel Trail EIS	\$400,000						\$400,000
Parks - Cap Sante Eastside Summit Trail Improvement	\$10,000						\$10,000
Parks - Cap Sante Lookout Improvements	\$250,000						\$250,000
Parks - Depot Pavilion Planning	\$50,000						\$50,000
Parks - Shannon Point Trail	\$50,000						\$50,000
Parks - James Rice Civic Park Improvements	\$20,000						\$20,000
Parks - Replace Parks Grandview Cemetery Office	\$20,000						\$20,000
Parks - Storvik Park small courts makeover	\$100,000						\$100,000
Parks - Trail Improvement Projects	\$60,000						\$60,000
Totals	\$1,695,000	\$1,845,000	\$2,600,000	\$2,803,000	\$960,000	\$3,450,000	\$13,353,000
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes		\$0	\$0	\$0	\$0	\$0	\$0
REET	\$250,000	\$240,000	\$1,550,000	\$975,000	\$100,000	\$50,000	\$3,165,000
Utility Tax		\$0	\$0	\$0	\$0	\$0	\$0
Impact Fees		\$0	\$0	\$50,000	\$0	\$0	\$50,000
Grants	\$400,000	\$770,000	\$950,000	\$1,178,000	\$710,000	\$3,200,000	\$7,208,000
Rates/User Fees		\$0	\$0	\$0	\$0	\$0	\$0
Contributions	\$450,000	\$775,000	\$100,000	\$250,000	\$0	\$0	\$1,575,000
Fund Balance/Reserves	\$595,000	\$60,000	\$0	\$350,000	\$150,000	\$200,000	\$1,355,000
Totals	\$1,695,000	\$1,845,000	\$2,600,000	\$2,803,000	\$960,000	\$3,450,000	\$13,353,000

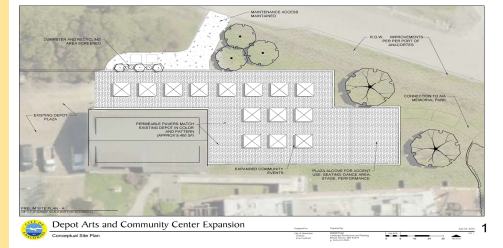
ANACORTES
WASHINGTON

**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type:

Parks Trails Recreation

Insert and Resize Picture Here



Project Title:

Depot Plaza Expansion

Location:

611 R Avenue (Depot Arts Community Center)

Description:

The City was recently awarded a grant from Skagit County through their economic development program to extend the depot plaza south of its current location to accommodate Farmer's Market expansion and other community events. The plan is to build the plaza on the east side of the WT Preston and replicate the current depot plaza in style and utility with water and electrical connections.

Justification:

The Anacortes Farmers Market is a proven success. Over 70,000 visitors a year come to the Market to enjoy its 150 vendors. Of those 150 vendors, 107 are from Skagit Valley bringing important produce, agricultural products and crafts to sell. The Market is out growing the current facilities. This is a main driver in our goal to expand. The last time we expanded the plaza for the Market - their operation grew by 43%. This leads to jobs at the Market, more income for Market vendors, more tourist dollars creating jobs in the City. (9 former vendors are now full time storefronts down town)

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

The nature has changed from a planning proposal to the current plaza expansion plan.

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year		\$300,000						\$300,000
Totals	\$0	\$300,000	\$0	\$0	\$0	\$0		\$300,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET		\$50,000						\$50,000
Utility Tax								\$0
Impact Fees								\$0
Grants		\$250,000						\$250,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$300,000	\$0	\$0	\$0	\$0		\$300,000

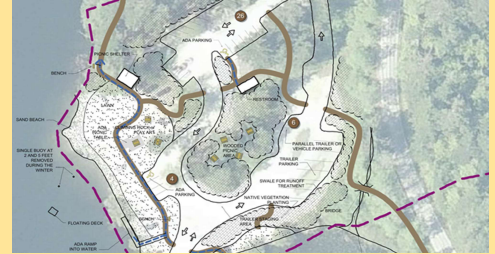


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation



Project Title:

Heart Lake Shoreline Restoration

Location:

Heart Lake Parking Lot

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.

Justification:

The City applied for a grant with the Recreation and Conservation Office (RCO) through the Aquatic Lands Enhancement Account (ALEA) and is waiting for the end of the 2025 Legislative session to see if we have funding for this project.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

None

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year		\$150,000	\$500,000	\$450,000				\$1,100,000
Totals	\$0	\$150,000	\$500,000	\$450,000	\$0	\$0		\$1,100,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET			\$100,000	\$100,000				\$200,000
Utility Tax								\$0
Impact Fees								\$0
Grants		\$100,000	\$400,000					\$500,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance		\$50,000		\$350,000				\$400,000
Totals	\$0	\$150,000	\$500,000	\$450,000	\$0	\$0		\$1,100,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation

Project Title:

Little Cranberry Lake Shoreline Improvements

Location:

Anacortes Community Forest Lands

Description:

The project could possibly add a float approximately 60 to 70SF in size and/or a kayak chute to help people launch their vessel without falling. This would be on the west side of shore near the dam. On east side, the shoreline is currently eroded by those seeking access to the water for themselves or their dogs. Staff is interested in replanting approximately 80 liner feet of shoreline. A site could be chosen on this shoreline for a hardened surface, likely made of gravel and wood, to allow a step down into the lake or onto a small dock in the water.

Justification:

This work would address the shoreline degradation occurring at the north end of the lake near the dam and offer better access to the general public and those with restricted mobility.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Potentially adding a platform or small dock on the east shore for access.

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year	\$20,000	\$20,000						\$20,000
Totals	\$20,000	\$20,000	\$0	\$0	\$0	\$0		\$20,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET	\$20,000							\$0
Utility Tax								\$0
Impact Fees								\$0
Grants		\$10,000						\$10,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance		\$10,000						\$10,000
Totals	\$20,000	\$20,000	\$0	\$0	\$0	\$0		\$20,000



**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type:

Parks Trails Recreation

Insert and Resize Picture Here



Project Title:

Parks Infrastructure

Location:

Washington Park and Various Parks

Description:

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

Justification:

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.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

None

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year	\$50,000	\$25,000		\$50,000		\$50,000		\$125,000
Totals	\$50,000	\$25,000	\$0	\$0	\$0	\$50,000		\$125,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET	\$50,000	\$25,000		\$50,000		\$50,000		\$125,000
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$50,000	\$25,000	\$0	\$50,000	\$0	\$50,000		\$125,000

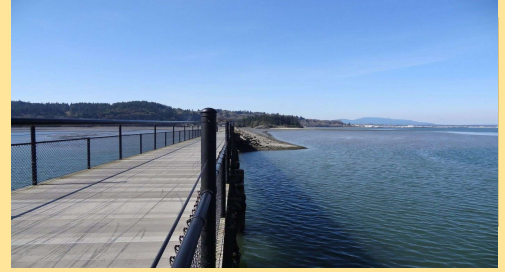


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation



Project Title:

Thompson Trail Trestle Feasibility Project

Location:

Thompson Trail

Description:

A grant from the Recreation and Conservation Office was approved for this project in 2020. We have matching funds from the State Department of Natural Resources and the Samish Indian Nation. We are working with various state agencies and the Samish Indian Nation on a feasibility study for the removal and replacement of the trestle and causeway of the Tommy Thompson Trail. 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.

Justification:

The current trestle and causeway limit the normal tidal flow of Fidalgo Bay potentially limiting eel grass beds and salmon habitat. We are creating a feasibility study to analyze removal of the 700+ creosote piles that are now make up the trestle. We expect that more pilings are buried in the stone causeway. Removal of the creosote and the rip rap that makes up the causeway will take away a source of pollution and open up the bay for better tidal flow to improve habitat for feeder fish and juvenile salmon populations. The goal is to build a trail that is better for the bay, is not flammable, and can withstand projected sea level rise and storm surge.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Funding is now in place for the study.

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year	\$350,000	\$350,000						\$350,000
Totals	\$350,000	\$350,000	\$0	\$0	\$0	\$0		\$350,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees								\$0
Grants	\$350,000	\$350,000						\$350,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$350,000	\$350,000	\$0	\$0	\$0	\$0		\$350,000

ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: Parks Trails Recreation



Project Title: Parks - Q'elech'ilhch Park Improvements

Location: N Avenue and Third Street

Description: This project is a collaboration with the Samish Nation to rename the park and place interpretive signs and continue the renovations. The park is also partially owned by the Port of Anacortes. All parties are collaborating on the renovation but we are currently waiting on the ongoing clean up project that the Port and Department of Ecology are engaged in on site.

Justification: The park is growing in popularity and use and was renamed Q'elech'ilhch Park (translated to Ironwoods) after the Samish village on Guemes and Fidalgo Island in this vicinity

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year	\$10,000	\$15,000						\$15,000
Totals	\$10,000	\$15,000	\$0	\$0	\$0	\$0		\$15,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET	\$10,000	\$15,000						\$15,000
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$10,000	\$15,000	\$0	\$0	\$0	\$0		\$15,000

ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: Parks Trails Recreation



Please limit responses to size of box

Project Title: Ship Harbor Wetland Interpretive Trail

Location: Ship Harbor

Description:

The SHIP trail was recently damaged in December 2022 during the King Tides when a 100+ foot section was undermined by the tide. We have started planning for the repair of this section of trail. We are working with an engineering firm, biologist and permitting agencies to prepare designs for the repair and possible connection to the Washington State Ferry Terminal.

Justification:

We expect that due to the complexity of the project and the ecological benefits of repairing a trail to protect the new wetlands, this should be eligible for grant opportunities. Our goal is to get the project to 15% development drawings so we can pursue funding for additional construction drawings and grant application.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Additional elements have added to prepare for grant applications

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year	\$250,000	\$25,000	\$750,000					\$775,000
Totals	\$250,000	\$25,000	\$750,000	\$0	\$0	\$0		\$775,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET	\$250,000	\$25,000	\$300,000					\$325,000
Utility Tax								\$0
Impact Fees								\$0
Grants			\$450,000					\$450,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$250,000	\$25,000	\$750,000	\$0	\$0	\$0		\$775,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation

Click on box/click on arrow to select



Please limit responses to size of box

Project Title:

Pickleball Infrastructure

Location:

TBD

Description:

The City is looking for alternative locations to build or improve pickleball courts for public use. We will examine our own public spaces and

Justification:

The community has identified the need for additional public pickleball courts to add capacity and provide more opportunities besides Clearidge Courts.

In Previous CFP?

No

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year		\$100,000						\$100,000
Totals	\$0	\$100,000	\$0	\$0	\$0	\$0		\$100,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET		\$175,000						\$175,000
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions		\$125,000						\$25,000
Fund Balance								\$0
Totals	\$0	\$100,000	\$0	\$0	\$0	\$0		\$100,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation

Click on box/click on arrow to select

*Please limit responses to size of box*

Project Title:

Senior Activity Center Improvements

Location:

Senior Activity Center

Description:

Re-organizing rooms to consolidate office space and provide new spaces for classes and activities

Justification:

The Center daily usage is growing, but the building foot print is not. We are considering moving staff from their current office and using this space for a classroom. New office space in the building could be found by realigning existing rooms.

In Previous CFP?

No

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

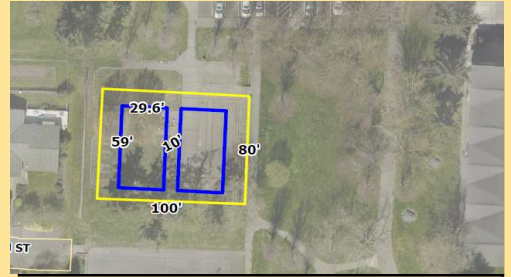
Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year	\$55,000	\$60,000						\$60,000
Totals	\$55,000	\$60,000	\$0	\$0	\$0	\$0		\$60,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees								\$0
Grants	\$55,000	\$60,000						\$60,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$55,000	\$60,000	\$0	\$0	\$0	\$0		\$60,000



**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type:



Please limit responses to size of box

Project Title:

Location:

Description:

The small courts area in the NW corner of Storvik Park is slated to be repaired and replaced with sand volleyball courts. This need was identified at a community meeting and subsequently reviewed by the Parks and Recreation Advisory Commission.

Justification:

The City lacks outdoor volleyball and sand volleyball in particular in its current infrastructure. This facility has been requested by user groups and Storvik Park has existing infrastructure to support this use.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

This was not completed in 2024 as originally intended because the user group defined the need as 2 courts instead of 1.

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year		\$100,000						\$100,000
Totals	\$0	\$100,000	\$0	\$0	\$0	\$0		\$100,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET		\$50,000						\$50,000
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions		\$50,000						\$50,000
Fund Balance								\$0
Totals	\$0	\$100,000	\$0	\$0	\$0	\$0		\$100,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: Parks Trails Recreation



Please limit responses to size of box

Project Title: Skate Park Restroom and Parking Lot

Location: Ben Root Skate Park

Description: The Ben Root Skate Park was recently rebuilt featuring a pump track thanks to the generosity of community members and organizations. The facility lacks adequate parking and a new restroom.

Justification: The city is in discussions with an adjacent developer to remove the existing Thompson Trail parking and restroom and rebuild it on site of the newly improved skate park to better serve the needs of those users.

In Previous CFP? ☒ Yes Click on box/click on arrow to select

If yes, nature of Change from Previous CFP: This addition would complete the skate park improvement project. The initial stage of rebuilding the skate park was completed in 2024.

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year		\$700,000						\$700,000
Totals	\$0	\$700,000	\$0	\$0	\$0	\$0		\$700,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions		\$700,000						\$700,000
Fund Balance								\$0
Totals	\$0	\$700,000	\$0	\$0	\$0	\$0		\$700,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation

Insert and Resize Picture Here



Project Title:

Ace of Hearts Park Improvements

Location:

Ace of Hearts Park

Description:

The park was built in approximately 2011, adding a new a dog park and athletic field to our inventory. At that time we did not have the funds to complete all the items the parks needs to serve the community. These include a concrete pathways, a restroom, covered dugouts and bleachers. We would also like to pave the access road and parking. We are looking for funding to complete various pieces of this list.

Justification:

As Anacortes continues to grow we are seeing 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.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

None

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year			\$500,000					\$500,000
Totals	\$0	\$0	\$500,000	\$0	\$0	\$0		\$500,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET			\$400,000					\$400,000
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions			\$100,000					\$100,000
Fund Balance								\$0
Totals	\$0	\$0	\$500,000	\$0	\$0	\$0		\$500,000



**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type:

Parks Trails Recreation

Insert and Resize Picture Here



Project Title:

Guemes Channel Trail EIS

Location:

Guemes Channel Trail

Description:

The plan is to conduct Environmental Impact Statement for Guemes Channel Trail that will address the plan and alternatives. 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.

Justification:

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.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

None

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year			\$400,000	\$328,000		\$3,100,000		\$3,828,000
Totals	\$0	\$0	\$400,000	\$328,000	\$0	\$3,100,000		\$3,828,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET			\$400,000					\$400,000
Utility Tax								\$0
Impact Fees								\$0
Grants				\$328,000		\$3,100,000		\$3,428,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$400,000	\$328,000	\$0	\$3,100,000		\$3,828,000

ANACORTES
WASHINGTON

**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type: Parks Trails Recreation



Please limit responses to size of box

Project Title: West Side Park Construction

Location: West 6th and Minneasota

Description: Our goal is to add another west end neighborhood park that will provide this section of town with a neighborhood playground. 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 hold neighborhood meetings and design what could fit here with help of the community's input.

Justification: 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

In Previous CFP? ☒ Yes Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP: none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year			\$450,000					\$450,000
Totals	\$0	\$0	\$450,000	\$0	\$0	\$0		\$450,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET			\$350,000					\$350,000
Utility Tax								\$0
Impact Fees								\$0
Grants			\$100,000					\$100,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$450,000	\$0	\$0	\$0		\$450,000



**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Insert and Resize Picture Here

Facility Type:

Parks Trails Recreation



Project Title:

Bicycle and Pedestrian Connections

Location:

Various

Description:

These elements include improvement to sidewalks at the trail heads, amenities, signage and pedestrian crossings.

Justification:

We added this element to our impact fees and comprehensive plan because of the increase 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.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

None

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year				\$50,000				\$50,000
Totals	\$0	\$0	\$0	\$50,000	\$0	\$0		\$50,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees				\$50,000				\$50,000
Grants								\$0
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$0	\$50,000	\$0	\$0		\$50,000

ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: Parks Trails Recreation



Please limit responses to size of box

Project Title: Storvik Park Field and Lighting Improvements

Location: Storvik Park

Description: Replace field lighting, up grade field with new drainage system, improved surface, replace backstop and field amenities.

Justification: Storvik Park celebrated its 50-year anniversary in 2023 and the playfield, lighting and backstop are in need of repair to accommodate increased growth in Anacortes and more use of the park. We are also holding more events at the park that require better access to utilities. We are considering LED lighting at the field, access to power at each pole, a new backstop, dugouts and field drainage improvements.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year				\$1,000,000				\$1,000,000
Totals	\$0	\$0	\$0	\$1,000,000	\$0	\$0		\$1,000,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET				\$400,000				\$400,000
Utility Tax								\$0
Impact Fees								\$0
Grants				\$600,000				\$600,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$0	\$1,000,000	\$0	\$0		\$1,000,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation

Insert and Resize Picture Here

*Please limit responses to size of box*

Project Title:

Volunteer Park Field Improvements

Location:

Volunteer Park

Description:

The returfing of Volunteer Field with synthetic turf extends the use of the area throughout the year and provides opportunities for other groups to use them. This field already has lighting so turf improvements would improve usability for various community groups and leagues.

Justification:

The City has worked 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

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year				\$900,000				\$900,000
Totals	\$0	\$0	\$0	\$900,000	\$0	\$0		\$900,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET				\$400,000				\$400,000
Utility Tax								\$0
Impact Fees								\$0
Grants				\$250,000				\$250,000
Rates/User Fees								\$0
Contributions				\$250,000				\$250,000
Fund Balance								\$0
Totals	\$0	\$0	\$0	\$900,000	\$0	\$0		\$900,000

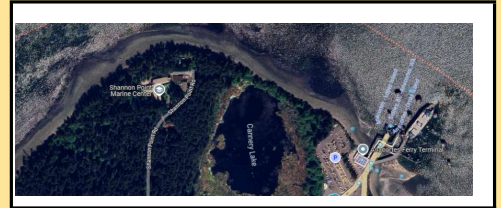


City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation

Insert and Resize Picture Here

*Please limit responses to size of box*

Project Title:

Shannon Point Trail

Location:

Shannon Point

Description:

Provide a neighborhood access trail across Shannon Point to Washington Park. The trail could be a dirt or single track trail.

Justification:

This would be a useful recreational amenity for the west side neighborhoods.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year				\$25,000				\$25,000
Totals	\$0	\$0	\$0	\$25,000	\$0	\$0		\$25,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET				\$25,000				\$25,000
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$0	\$25,000	\$0	\$0		\$25,000

ANACORTES
WASHINGTON

**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**



Facility Type: Parks Trails Recreation

Project Title: Pocket Park Construction

Location: Commercial Avenue Corridor

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

Justification: A new pocket park in the downtown corridor would provide added green space downtown.

In Previous CFP? ☒ Yes Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year					\$150,000			\$150,000
Totals	\$0	\$0	\$0	\$0	\$150,000	\$0		\$150,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET					\$100,000			\$100,000
Utility Tax								\$0
Impact Fees								\$0
Grants					\$50,000			\$50,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$0	\$0	\$150,000	\$0		\$150,000



**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**



Facility Type: Parks Trails Recreation

Please limit responses to size of box

Project Title: Senior Activity Center Expansion

Location: Anacortes Senior Activity Center

Description: The Senior Activity Center is exceeding pre-pandemic daily use numbers. To accommodate this growth and prepare for future participants we are planning to expand the dining room to the east over the existing patio area. We estimate this will expand the center by approximately 600sf. Architectural and engineering services will be needed to begin this process.

Justification: We would do this work in partnership with the Senior Activity Center Foundation. This would accomodate the need for more class room sp

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year					\$600,000			\$600,000
Totals	\$0	\$0	\$0	\$0	\$600,000	\$0		\$600,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees								\$0
Grants					\$600,000			\$600,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$0	\$0	\$600,000	\$0		\$600,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation



Please limit responses to size of box

Project Title:

Washington Park Upper Restroom Repair

Location:

Washington Park Upper Restroom Repair

Description:

The upper campground restrooms at Washington Park lack a decent HVAC system to heat the building and remove excess moisture.

Justification:

This will improve the facility for campers and extend the life of the facility.

In Previous CFP?

No

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year					\$150,000			\$150,000
Totals	\$0	\$0	\$0	\$0	\$150,000	\$0		\$150,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees								\$0
Grants								\$0
Rates/User Fees								\$0
Contributions								\$0
Fund Balance					\$150,000			\$150,000
Totals	\$0	\$0	\$0	\$0	\$150,000	\$0		\$150,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan



Facility Type: Parks Trails Recreation

Please limit responses to size of box

Project Title: Parks Trailhead Infrastructure Improvements

Location: Various Trailheads Throughout our Parks System

Description: Parks and Recreation will take advantage of grant opportunities and donations to improve and repair trails in our parks system. These include paved roads and pathways such as the Thompson Trail, Rotary Park, the Loop Road, and other minor trails and pathways in our system.

Justification: This will improve our trail systems and better connect our pedestrian and bicycle trail to other city infrastructure.

In Previous CFP? ☒ Yes Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP: none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year					\$60,000			\$60,000
Totals	\$0	\$0	\$0	\$0	\$60,000	\$0		\$60,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees								\$0
Grants					\$60,000			\$60,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance								\$0
Totals	\$0	\$0	\$0	\$0	\$60,000	\$0		\$60,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Parks Trails Recreation



Please limit responses to size of box

Project Title:

Heart Lake Water Quality

Location:

Heart Lake Water Quality

Description:

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

Justification:

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.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

none

Projected Costs:	2024	2025	2026	2027	2028	2029		Total
Costs by year						\$300,000		\$300,000
Totals	\$0	\$0	\$0	\$0	\$0	\$300,000		\$300,000

Funding Sources:	2024	2025	2026	2027	2028	2029		Total
Taxes								\$0
REET								\$0
Utility Tax								\$0
Impact Fees								\$0
Grants						\$100,000		\$100,000
Rates/User Fees								\$0
Contributions								\$0
Fund Balance						\$200,000		\$200,000
Totals	\$0	\$0	\$0	\$0	\$0	\$300,000		\$300,000

PW-Ops

	2024	2025	Amended 2025	2025 Change
Total	\$ 790,000	\$ 870,000	\$ 830,000	\$ (40,000)

Total Funding	\$ 790,000	\$ 870,000	\$ 830,000
Funding Source			
Taxes			\$ -
Reet	\$ 515,000	\$ 605,000	\$ 565,000
Utility Tax			\$ -
Impact Fees			\$ -
Grants			\$ -
Rates/User Fees	\$ 75,000	\$ 180,000	\$ 180,000
Contributions			\$ -
Fund Balance/Reserves	\$ 200,000	\$ 85,000	\$ 85,000

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
PW - Ops - Facilities Vehicle	\$ -	\$ 70,000	\$ 85,000	\$ 15,000	see project data sheet
PW - Facilities City Facility Maintenance Repairs	\$ -	\$ -	\$ 250,000	\$ 250,000	see project data sheet
PW - Facilities library A/C Air Handler	\$ -	\$ -	\$ 75,000	\$ 75,000	see project data sheet
PW - City Facility Condition Assessment	\$ -	\$ 100,000	\$ 80,000	\$ (20,000)	see project data sheet
PW - Facilities PD/Court HVAC Rebuild/Replace	\$ -	\$ -	\$ 160,000	\$ 160,000	see project data sheet
PW - Facilities PD Server Room A/C	\$ -	\$ -	\$ 30,000	\$ 30,000	see project data sheet
PW - Wastewater Plant: Re-Roof The Solids Handling Building	\$ -	\$ -	\$ 40,000	\$ 40,000	see project data sheet
PW - Wastewater Plant: Re-Roof The WWTP Secondary Building	\$ -	\$ -	\$ 50,000	\$ 50,000	see project data sheet
PW - Wastewater Plant: Re-Roof The WWTP Head Works Building	\$ -	\$ -	\$ 30,000	\$ 30,000	see project data sheet
PW - City Hall Seagull Mitigation	\$ -	\$ -	\$ 30,000	\$ 30,000	see project data sheet
PW - Fleet - City Hall Pool Car	\$ -	\$ 50,000	\$ -	\$ (50,000)	moved to future year
Gen Gov - Fac - ASAC Window Replacement	\$ 25,000	\$ 25,000	\$ -	\$ (25,000)	moved to future year
PW - Fleet - Ops Pool Car/admin vehicle	\$ -	\$ 50,000	\$ -	\$ (50,000)	no longer in plan
PW - OPS - 100 kW Solar Array on Maintenance Facility	\$ -	\$ 150,000	\$ -	\$ (150,000)	no longer in plan
Gen Gov - Fac - Police/Court Department Exterior Paint	\$ -	\$ 75,000	\$ -	\$ (75,000)	no longer in plan
Gen Gov - Fac - ASAC Emergent Facility Maintenance Repairs	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no longer in plan combined with "City Facility Maint. Repairs
Gen Gov - Fac - City Hall Emergent Facility Maintenance Repairs	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no longer in plan combined with "City Facility Maint. Repairs
Gen Gov - Fac - Fire Dept. Emergent Facility Maintenance Repairs	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no longer in plan combined with "City Facility Maint. Repairs
Gen Gov - Fac - Library Emergent Facility Maintenance Repairs	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no longer in plan combined with "City Facility Maint. Repairs
Gen Gov - Fac - Museum Emergent Facility Maintenance Repairs	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no longer in plan combined with "City Facility Maint. Repairs
Gen Gov - Fac - Parks Emergent Facility Maintenance Repairs	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no longer in plan combined with "City Facility Maint. Repairs
Gen Gov - Fac - Police Dept/Court Emergent Facility Maintenance Repairs	\$ 50,000	\$ 50,000	\$ -	\$ (50,000)	no longer in plan combined with "City Facility Maint. Repairs
Gen Gov - Fac - ASAC Additional HVAC system	\$ 40,000	\$ -	\$ -	\$ -	no change
PW - Ops - Operations Upper Parking lot pavement/reconfigure	\$ 150,000	\$ -	\$ -	\$ -	no change
PW - Ops - Ops Facility Expansion/Master Plan	\$ 50,000	\$ -	\$ -	\$ -	no change
PW - Ops - Sewer/Storm/Street Maintenance truck addition	\$ 75,000	\$ -	\$ -	\$ -	no change
Gen Gov - Fac - Police/Court HVAC Rebuild/Replace	\$ 100,000	\$ -	\$ -	\$ -	no change

Project Summary Sheet							
Project Costs:	2024	2025	2026	2027	2028	2029	Total
Facilities- Maintenance Vehicle	\$0	\$85,000	\$0	\$85,000	\$0	\$0	\$170,000
Facilities - City Facility Maintenance Repairs	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
Facilities - Library A/C Air Handler	\$0	\$75,000	\$0	\$400,000	\$0	\$0	\$475,000
City Facility Condition Assessment	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000
Facilities- Police/Court HVAC Rebuild/Replace	\$0	\$160,000	\$0	\$0	\$0	\$0	\$160,000
Facilities- PD Server Room A/C	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Wastewater- Plant: Re-Roof The Solids Handling Building	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Wastewater- Plant: Re-Roof The WWTP Secondary Building	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Wastewater- Plant: Re-Roof The WWTP Head Works Building	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
City Hall Seagull Mitigation	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Facilities - ASAC Window Replacement	\$25,000	\$0	\$20,000	\$0	\$0	\$0	\$45,000
Facilities - ASAC Generator Connection MTS	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Facilities - City Fleet EV Charging Infrastructure	\$0	\$0	\$50,000	\$125,000	\$200,000	\$0	\$375,000
Facilities - City Hall Elevator Replacement	\$0	\$0	\$0	\$350,000	\$0	\$0	\$350,000
Facilities- City Hall 3rd Floor Carpet Replacement	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000
Facilities - Fire Department Elevator Replacement	\$0	\$0	\$0	\$350,000	\$0	\$0	\$350,000
Facilities - Fire Station #1 Kitchen Remodel	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000
Facilities - Maritime Heritage Museum Roof Replacement	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Facilities - Police/Court Department Exterior Paint	\$0	\$0	\$75,000	\$0	\$0	\$0	\$75,000
PW- Fleet-Maintenance Truck	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
PW- Fleet- City Hall Pool Car	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
PW- Ops- Operations/ASD Facility Repave East Half	\$0	\$0	\$0	\$0	\$400,000	\$0	\$400,000
PW - Ops- Ops Security System Replacement/Expansion	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
PW - Solid Waste - New Dumpster Hauling/Delivery Truck	\$0	\$0	\$0	\$150,000	\$0	\$0	\$150,000
Street- Paint Striping Truck 50%	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000
IT- Additional staff vehicle	\$0	\$0	\$0	\$0	\$60,000	\$0	\$60,000
Fiber- New Bucket truck	\$0	\$0	\$0	\$0	\$0	\$250,000	\$250,000
Gen Gov - Fac - ASAC Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Gen Gov - Fac - City Hall Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Gen Gov - Fac - Fire Dept. Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Gen Gov - Fac - Library Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Gen Gov - Fac - Museum Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Gen Gov - Fac - Parks Emergent Facility Maintenance Repairs	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Gen Gov - Fac - Police Dept/Court Emergent Facility Maintenance	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Gen Gov - Fac - ASAC Additional HVAC system	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
PW - Ops - Operations Upper Parking lot pavement/reconfigure	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
PW - Ops - Ops Facility Expansion/Master Plan	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
PW - Ops - Sewer/Storm/Street Maintenance truck addition	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
Gen Gov - Fac - Police/Court HVAC Rebuild/Replace	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Totals	\$790,000	\$830,000	\$1,150,000	\$1,760,000	\$910,000	\$600,000	\$6,040,000
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	0
REET	\$515,000	\$565,000	\$400,000	\$1,400,000	\$250,000	\$350,000	3,480,000
Utility Tax	\$0	\$0	\$0	\$0	\$0	\$0	0
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	0
Grants	\$0	\$0	\$0	\$0	\$0	\$0	0
Rates/User Fees	\$75,000	\$180,000	\$0	\$150,000	\$0	\$0	405,000
Contributions	\$0	\$0	\$0	\$0	\$0	\$0	0
Fund Balance/Reserves	\$200,000	\$85,000	\$750,000	\$210,000	\$660,000	\$250,000	2,155,000
Totals	\$790,000	\$830,000	\$1,150,000	\$1,760,000	\$910,000	\$600,000	\$6,040,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

The Facilities dept currently has 4 employees and 4 trucks. 2 of those trucks are trucks that were retained from other departments surplus in an effort to have something for our employees to drive when the department grew. Because of that 2 of the departments vehicles are not in the replacement program and not eligible for replacement funding. The retained units were replaced in 2017 and 2022 both trucks are 22 years old. they served there temporary purpose but it is time to Purchase new vehicles that will be in the replacement program. In an effort to provide employees vehicles to effectively do their job as well as travel and attend trainings we need to maintain a quality fleet of vehicles and insure that they are available. All 4 units are used on a daily basis.

Justification:

will be put into the replacement program to accrue future replacement value. As with all new vehicles purchased we will aim to right size the vehicle to the tasks to be performed as well as seek electric vehicles when appropriate and available. This will not increase the fleet size because we will surplus one vehicle for each purchased.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$85,000	\$0	\$85,000	\$0	\$0	\$170,000
Totals	\$0	\$85,000	\$0	\$85,000	\$0	\$0	\$170,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance		\$85,000		\$85,000			\$170,000
Totals	\$0	\$85,000	\$0	\$85,000	\$0	\$0	\$170,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

General Government

Insert and Resize Picture Here

Project Title: Facilities - City Facility Maintenance Repairs

Location: All City Facilities

Description:

It is important that the City stay on top of on going repairs in order to keep our building's safe and working properly in an effort to give our patrons a safe and welcoming visit and to provide a safe and productive place for employees.

This CFP item provides Reet funds for our many on-call service contracts we use each year. included but not limited to: Janitorial, door hardware repair, hvac maintenance/repair and inspection, electrical repair and more.

Justification:

Having an annual budget for general and emergent repairs in the CFP enables us to use REET funds to properly maintain our facilities. 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.

In Previous CFP?

Yes

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

No change

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
Totals	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000

Funding Sources:	2025	2025	2026	2027	2028	2030	Total
Taxes							\$0
REET	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$75,000		\$400,000			\$475,000
Totals	\$0	\$75,000	\$0	\$400,000	\$0	\$0	\$475,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$75,000		\$400,000			\$475,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$75,000	\$0	\$400,000	\$0	\$0	\$475,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

Project Title:

Location:

Description:

For budgeting/CFP purposes we should have a comprehensive facilities condition assessment and masterplan for all facilities (about 30), which should cover condition and maintenance needs for each facility for the next 10 years, and planning for the use and needs of them for 20 years. We would also get an idea on how to make our facilities more efficient and reduce energy costs. This would allow us to budget accordingly to keep our facilities in the best possible condition we can in effort to reduce long-term costs of emergent repairs. As well as decide when to surplus, replace or purchase new

Justification:

This is a long over due item that we are hopeful will help us more accurately budget future CFP's

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Increased cost and updated timeline. Due to a facilities vacancy on 2024 this project was not able to be started.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$80,000		\$0			\$80,000
Totals	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$20,000					\$20,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees		\$60,000					\$60,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$160,000					\$160,000
Totals	\$0	\$160,000	\$0	\$0	\$0	\$0	\$160,000

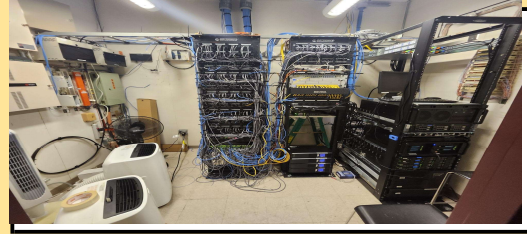
Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$160,000					\$160,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$160,000	\$0	\$0	\$0	\$0	\$160,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$30,000					\$30,000
Totals	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$30,000					\$30,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

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.

Justification:

It will need replaced in order to protect the building and the interior from water damage.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$40,000					\$40,000
Totals	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees		\$40,000					\$40,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

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.

Justification:

Roof is in poor condition and needs replacing.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$50,000					\$50,000
Totals	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees		\$50,000					\$50,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

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.

Justification:

Roof is starting to wear down.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$30,000					\$30,000
Totals	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees		\$30,000					\$30,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$30,000					\$30,000
Totals	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$30,000					\$30,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance						\$0	\$0
Totals	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here


 Project Title:

 Location:

Description:

At the Anacortes Senior Activity Center some of the windows are cracked, seals are bad, and some windows are just generally damaged.

Justification:

This is the second year of a 2 year project to replace the windows at the ASAC to improve the functionality and appearance of the windows and the center. These new windows will meet current codes and should help with the climate control of the building as well.

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$25,000		\$20,000				\$45,000
Totals	\$25,000	\$0	\$20,000	\$0	\$0	\$0	\$45,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET	\$25,000		\$20,000	\$0	\$0	\$0	\$45,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$25,000	\$0	\$20,000	\$0	\$0	\$0	\$45,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$50,000			\$50,000
Totals	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET			\$0	\$50,000			\$50,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

Description:

The state of WA has signed the Clean Cars bill into law banning the sales of new Internal combustion engines in 2030. We are essentially 5 model years away from only being able to buy EV's for any non emergency automotive vehicle. We need to consider starting to plan charging station infrastructure for City Owned vehicles at various facilities where we park our City Fleet. This will be an extensive investment in City infrastructure. Especially at some facilities that don't have the space or electrical load capacity.

Justification:

This may be one of the best examples of needing to determine which comes first, the demand or the infrastructure. We can't convert to electrified vehicles before we have a place to charge them. The infrastructure takes a lot of time, work and money to get installed. Timing of when and how to do this needs to be considered. The City currently has 3 non-public chargers and 4 EV's/ Plug in hybrids. City Hall has 6 public chargers that can be changed to Internal use as required for our fleet. We will need to determine the overnight parking location and quantity of fleet vehicle at each City owned facility.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$50,000	\$125,000	\$200,000		\$375,000
Totals	\$0	\$0	\$50,000	\$125,000	\$200,000	\$0	\$375,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance		\$0	\$50,000	\$125,000	\$200,000		\$375,000
Totals	\$0	\$0	\$50,000	\$125,000	\$200,000	\$0	\$375,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

Description:

The City Hall elevator is long overdue for upgrade. The hydraulic portion has been upgraded but the control panel, the elevator and various components have not.

Justification:

This is a public building and needs to have ADA accessibility. To ensure that we have a reliable elevator, we need to look at updating other components of the elevator.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$350,000			\$350,000
Totals	\$0	\$0	\$0	\$350,000	\$0	\$0	\$350,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET				\$350,000			\$350,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$350,000	\$0	\$0	\$350,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$35,000				\$35,000
Totals	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET			\$35,000				\$35,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

 Project Title:

 Location:

Description:

The elevator in the Fire station is inoperable and has been taken out of service by L&I, it needs a complete replacement/modernization. The existing elevator type is one of only 2 in the state of WA and they are both in Anacortes. The manufacturer is no longer in business and parts are no longer available. We can decommission it by L&I standards for \$19,000.

Justification:

Facilities needs direction on if we are going to modernize the current elevator or to decommission the current one. If we do nothing we may start to incur fines from L&I

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$350,000			\$350,000
Totals	\$0	\$0	\$0	\$350,000	\$0	\$0	\$350,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET				\$350,000			\$350,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$350,000	\$0	\$0	\$350,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$20,000				\$20,000
Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET			\$20,000				\$20,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:



Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year						\$100,000	\$100,000
Totals	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET						\$100,000	\$100,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000

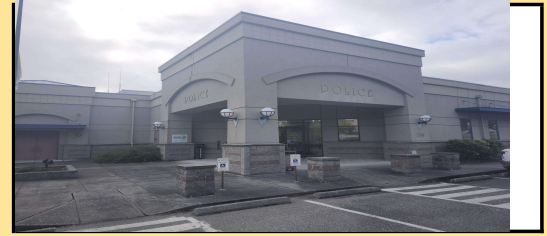


ANACORTES
WASHINGTON

**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type:

Insert and Resize Picture Here



Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$75,000				\$75,000
Totals	\$0	\$0	\$75,000	\$0	\$0	\$0	\$75,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET			\$75,000				\$75,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$75,000	\$0	\$0	\$0	\$75,000

ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: General Government

*Please limit responses to size of box*

Project Title: PW- Fleet-Maintenance Truck

Location: OPS

Description:

Fleet Services currently has 2 vehicles and 4 employees. 1 of their vehicles was previously replaced and retained from surplus to support the growth of the department so it is not in the replacement program and not eligible for replacement funds. The retained unit was originally replaced in 2020 and worked well as a temporary solution. In an effort to provide employees vehicles to effectively do their job as well as travel and attend trainings we need to maintain a quality fleet of vehicles and insure that they are available. The new vehicle will be placed into the replacement fund for future replacement.

Justification:

It is recommended that we plan to purchase a new fleet maintenance truck to insure we have vehicles available to staff for emergency road calls and other fleet repair needs. The new vehicle will be put into the replacement program to accrue future replacement value. As with all new vehicles purchased we will aim to right size the vehicle to the tasks to be performed as well as seek electric vehicles when appropriate and available. This will not increase the fleet size because we will surplus the previously retained vehicle.

In Previous CFP? No Click on box/click on arrow to selectIf yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Totals	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance			\$100,000				\$100,000
Totals	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

Project Title:

Location:

Description: City Hall currently has 3 pool vehicles 2 of which are in the replacement program the 3rd is a vehicle that was replaced then retained because we have grown and have an increased need for pool vehicles. The retained unit was replaced in 2020. In an effort to provide employees vehicles to effectively do their job as well as travel and attend trainings we need to maintain a quality fleet of pool vehicles and insure that they are available. All 3 units are commonly in use and we are short pool vehicles which requires employees either use a truck or vehicle that is larger than needed or a personal vehicle.

Justification: It is recommended that we plan to purchase a new pool vehicle to insure we have vehicles available to staff. The new vehicle will be put into the replacement program to accrue future replacement value. As with all new vehicles purchased we will aim to right size the vehicle to the tasks to be performed as well as seek electric vehicles when appropriate and available. This will not increase the fleet size because we will surplus the previously retained vehicle.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$50,000				\$50,000
Totals	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance			\$50,000				\$50,000
Totals	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

This pavement is poor. There has been trips and falls by ASD 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. We will want to consider future use of this space as well as the need for City Heavy Duty EV charging infrastructure install before this project is completed.

Justification:

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 reconfiguration.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year					\$400,000		\$400,000
Totals	\$0	\$0	\$0	\$0	\$400,000	\$0	\$400,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance					\$400,000		\$400,000
Totals	\$0	\$0	\$0	\$0	\$400,000	\$0	\$400,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type:



Please limit responses to size of box

Project Title:

Location:

Description:

The Ops Facility currently houses the following City departments and all of their associated equipment supplies and offices:

- Streets
- Storm/Sewer conveyance
- Solid Waste
- Facilities
- Fleet
- Fiber
- Water Distribution
- Parks
- Police impound

In addition Ops is the storage location to the Anacortes, Lopez Island and Orcas Island School bus parking.

The facility and the over 75 daily users is and always has been a difficult site to secure .

We continue to grow and need to be proactive at protecting our assets. We need to evaluate our security system and upgrade to current technology and a system that is reliable and operational. We have had at times issues getting the gate open to even get into the facility, this causes issues for city services as well as School bus routes.

Justification: We have millions of dollars of equipment on site at any time. The City depends on this critical equipment for emergencies and general infrastructure repairs. we need to make sure its is safe from theft and vandalism.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

updated costs.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$250,000				\$250,000
Totals	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000

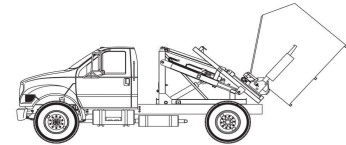
Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance			\$250,000				\$250,000
Totals	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

Project Title:

Location:

Description:

Solid Waste has 1 dumpster/container/tote hauling truck. The current truck was built by repurposing an old ambulance after it was life-cycled out of service therefore it has no replacement funds associated. This repurposed unit has worked great but we need to plan to purchase a new truck so that we can ensure reliability as we have no back up for this part of the operation.

Justification:

program to accrue future replacement value. As with all new vehicles purchased we will aim to right size the vehicle to the tasks to be performed as well as seek electric vehicles when appropriate and available.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$150,000			\$150,000
Totals	\$0	\$0	\$0	\$150,000	\$0	\$0	\$150,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees				\$150,000			\$150,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$150,000	\$0	\$0	\$150,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

 Project Title:

 Location:

Description: The Street Department has a 12 year old Custom built in-house road stripping utility vehicle that has served its purposed and is due for replacment. It is in the replacment schedule for funding this year but was built at such a low value we have not recouped enough in the replacement fund to buy a full size painting truck that we need. We will need to make up the remaining cost of a new machine.

Justification: In an effort to provide clean, clear and straight road stripping we would like to purchase a full painting truck like we have never had. ER fund will fund part of the truck but does not have enough to fund the full purchase.

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$300,000				\$300,000
Totals	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance			\$300,000				\$300,000
Totals	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

 Project Title:

 Location:

Description:

The IT department has 7 employees and currently has 3 vehicles. 2 of their vehicles are in the replacement program but due to departmental growth in the past 1 vehicle was retained from surplus in order to provide staff a vehicle to drive. The retained vehicle has no replacement funds set side for it. In order to provide the IT department a reliable vehicle to drive and enough vehicles for them to dispatch around the City to take care of emergent IT needs we need to procure a new vehicle that will be put into the ER replacement fund fo future replacement

Justification:

In effort to provide the IT department enough reliable vehicles to effectively serve the City it is important to purchase new vehicle that can be put into the replacement system. This will not increase the fleet size as we will surplus the previously retained vehicle.

In Previous CFP?

Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year					\$60,000		\$60,000
Totals	\$0	\$0	\$0	\$0	\$60,000	\$0	\$60,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance					\$60,000		\$60,000
Totals	\$0	\$0	\$0	\$0	\$60,000	\$0	\$60,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Please limit responses to size of box

 Project Title:

 Location:

Description:

This is a new bucket truck that will be used in the installation, maintenance and repair of Access Fiber.

Justification:

Currently the City owns 1 bucket truck that was purchased used in a rush when Fiber was just starting out. It currently serves the Fiber, parks, PW and othe departments in the City. Its is commonly in use when needed by another department. Fiber needs a dedicated truck that is available for emergency repairs as well as being able to depend on a backup of the current truck in order to keep the Fiber network repair going durring outages. becaues the current truck was bought used it will not capture enough replacement funds in time to fund a full replacement purchasse.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year						\$250,000	\$250,000
Totals	\$0	\$0	\$0	\$0	\$0	\$250,000	\$250,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance						\$250,000	\$250,000
Totals	\$0	\$0	\$0	\$0	\$0	\$250,000	\$250,000

Storm

	2024	2025	Amended 2025	2025 Change
Total	\$ 530,000	\$ 591,000	\$ 731,000	\$ 140,000

Total Funding	\$ 530,000	\$ 591,000	\$ 731,000
Funding Source			
Taxes			
Reet			
Utility Tax			
Impact Fees			
Grants			
Rates/User Fees	\$ 530,000	\$ 591,000	\$ 731,000
Contributions			
Fund Balance/Reserves			

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Storm - Storm System Restoration and Upgrades	\$ 220,000	\$ 231,000	\$ 231,000	\$ -	see project data sheet
Storm - Fidalgo Bay Road Flood Mitigation	\$ -	\$ -	\$ 250,000	\$ 250,000	see project data sheet
Storm - MJB Hard pipe and outfall	\$ -	\$ -	\$ 250,000	\$ 250,000	see project data sheet
Storm - F4 Basin Capacity Improvements - R Ave Vicinity	\$ 50,000	\$ 310,000	\$ -	\$ (310,000)	moved to future year
Storm - Outfall Evaluation and Rehabilitations	\$ -	\$ 50,000	\$ -	\$ (50,000)	moved to future year
Storm - Inspection Vehicle	\$ 60,000	\$ -	\$ -	\$ -	no change
Storm - Stormwater Comprehensive Plan Update	\$ 200,000	\$ -	\$ -	\$ -	no change

Project Summary Sheet

Project Costs:	2024	2025	2026	2027	2028	2029	Total
Ace of Heart Creek Rotary Park Stream Restoration	\$0	\$0	\$0	\$250,000	\$0	\$0	\$250,000
F4 Basin Capacity Improvements - R Ave Vicinity	0	0	310,000	0	0	0	\$310,000
Outfall Evaluation and Rehabilitations	0	0	50,000	55,000	67,750	81,000	\$253,750
Storm System Restoration and Upgrades	220,000	231,000	200,000	200,000	200,000	200,000	\$1,251,000
St. Marys Drive Culvert Replacement	0	0	0	60,000	0	0	\$60,000
Marion Way Pond Retrofit	0	0	250,000	0	0	0	\$250,000
F4 Sub-Basin Storm Project - O Avenue between 34th	50,000	0	0	0	250,000	0	\$300,000
Fidalgo Bay Road Flood Mitigation	0	250,000	0	0	0	0	\$250,000
MJB Hardpipe and outfall	0	250,000	0	0	0	0	\$250,000
Inspection Vehicle	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000
Stormwater Comprehensive Plan Update	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Totals	\$530,000	\$731,000	\$810,000	\$565,000	\$517,750	\$281,000	\$3,434,750
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rates/User Fees	\$530,000	\$731,000	\$810,000	\$565,000	\$517,750	\$281,000	\$3,434,750
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance/Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$530,000	\$731,000	\$810,000	\$565,000	\$517,750	\$281,000	\$3,434,750


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$220,000	\$231,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,251,000
Totals	\$220,000	\$231,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,251,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$220,000	\$231,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,251,000
Debt							\$0
Fund Balance							\$0
Totals	\$220,000	\$231,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,251,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: Storm Drain System

Project Title: Fidalgo Bay Road Flood Mitigation

Location: Fidalgo Bay Road & Samish RV Park

Description:

During rain events Fidalgo Bay road floods due to stormwater capacity.

Justification:

To keep Fidalgo Bay Road open during rain events and reduce the risk of vehicle accidents.

In Previous CFP? No Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$250,000					\$250,000
Totals	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees		\$250,000					\$250,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Project Title:

Location:

Description:

Hard pipe the ditch coming off of O AVE in the easement on MJB. Lowering the outfall to make room for the trail.

Justification:

Lowering the outfall will facilitate the continuation of the trail along the shoreline, eliminating the need for a bridge. Additionally, if the ditch isn't properly piped, city storm crews won't be able to access it for maintenance once MJB develops the site.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$250,000					\$250,000
Totals	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees		\$250,000					\$250,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Project Title:

Location:

Description:

Daylight Ace of Hearts Creek as it passes through Ace of Hearts Rotary Park and improvement of the adjacent storm pond and wetland area.

Justification:

This project was identified in the 2023 Stormwater Management Action Plan (SMAP) and will be eligible for required credit toward implementation in the next NPDES Permit.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$250,000			\$250,000
Totals	\$0	\$0	\$0	\$250,000	\$0	\$0	\$250,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees				\$250,000			\$250,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$250,000	\$0	\$0	\$250,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here

 Project Title:

 Location:

Description:

Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$310,000				\$310,000
Totals	\$0	\$0	\$310,000	\$0	\$0	\$0	\$310,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees			\$310,000				\$310,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$310,000	\$0	\$0	\$0	\$310,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$50,000	\$55,000	\$67,750	\$81,000	\$253,750
Totals	\$0	\$0	\$50,000	\$55,000	\$67,750	\$81,000	\$253,750

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees			\$50,000	\$55,000	\$67,750	\$81,000	\$253,750
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$50,000	\$55,000	\$67,750	\$81,000	\$253,750


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$60,000			\$60,000
Totals	\$0	\$0	\$0	\$60,000	\$0	\$0	\$60,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees				\$60,000			\$60,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$60,000	\$0	\$0	\$60,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here

 Project Title:

 Location:

Description:

Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$250,000				\$250,000
Totals	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees			\$250,000				\$250,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$50,000				\$250,000		\$300,000
Totals	\$50,000	\$0	\$0	\$0	\$250,000	\$0	\$300,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$50,000				\$250,000		\$300,000
Debt							\$0
Fund Balance							\$0
Totals	\$50,000	\$0	\$0	\$0	\$250,000	\$0	\$300,000

Transportation

	2024	2025	Amended 2025	2025 Change
Total	\$ 8,906,000	\$ 6,144,500	\$ 10,748,000	\$ 4,603,500

Total Funding	\$ 8,906,000	\$ 6,144,500	\$ 10,748,000
Funding Source			
Taxes	\$ 1,235,000	\$ 1,200,000	\$ -
Reet	\$ 921,000	\$ 926,500	\$ 2,432,000
Utility Tax			\$ -
Impact Fees	\$ 257,000		\$ -
Grants	\$ 6,103,000	\$ 4,018,000	\$ 8,316,000
Rates/User Fees			\$ -
Contributions			\$ -
Fund Balance/Reserves	\$ 390,000		\$ -

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Transportation - 16th Street Improvements	\$ 300,000	\$ 2,300,000	\$ 2,300,000	\$ -	see project data sheet
Transportation - Fidalgo Bay Road Reconstruction	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	see project data sheet
Transportation - Kansas Ave	\$ -	\$ -	\$ 100,000	\$ 100,000	see project data sheet
Transportation - Q Avenue Pedestrian Improvement	\$ 53,000	\$ 458,000	\$ 448,000	\$ (10,000)	updated estimate
Transportation - South Commercial Avenue Corridor Plan -- Phase I Commercial Avenue from 11th to 13th	\$ 5,500,000	\$ -	\$ 3,050,000	\$ 3,050,000	see project data sheet
Transportation - South Commercial Avenue Corridor Plan - Phase II Commercial Avenue from 14th to 34th	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000	see project data sheet
Transportation - Pedestrian Crossing on 32nd Street to Storvik Park	\$ -	\$ -	\$ 200,000	\$ 200,000	see project data sheet
Transportation - Pedestrian Crossing/Refuge at Tommy Thompson Trail at T Avenue	\$ -	\$ -	\$ 100,000	\$ 100,000	see project data sheet
Transportation - Pedestrian Improvements - 22nd St between H Ave and I Ave	\$ -	\$ -	\$ 50,000	\$ 50,000	see project data sheet
	\$ -	\$ -	\$ -		
Marina Connection	\$ -	\$ -	\$ -	\$ -	2026 project
Transportation - ADA Ramps	\$ 110,000	\$ 115,000		\$ (115,000)	pushed to future year
Transportation - 17th Street Q Ave Intersection	\$ -	\$ 260,000		\$ (260,000)	pushed to future year
Transportation - Non-Motorized Improvements	\$ 11,000	\$ 11,500		\$ (11,500)	pushed to future year
Transportation - Sidewalk and Trip Hazard Repairs	\$ 200,000	\$ 200,000		\$ (200,000)	pushed to future year
Transportation - Annual Pavement Maintenance	\$ 1,800,000	\$ 1,800,000	\$ -	\$ (1,800,000)	included in Commercial Ave
Transportation - 2025 Comprehensive Plan Update Transportation Element	\$ 300,000	\$ -		\$ -	no change
Transportation - Local Road Safety Plan	\$ 125,000	\$ -		\$ -	no change
Transportation - March Point Road - Trestle – Park & Ride – Trail	\$ 250,000	\$ -		\$ -	no change
Transportation - R Avenue Safety and Mobility Improvements	\$ 257,000	\$ -		\$ -	no change

Project Summary Sheet

Project Costs:	2024	2025	2026	2027	2028	2029	Total
16th Street Improvements	\$300,000	\$2,300,000	\$0	\$0	\$0	\$0	\$2,600,000
Fidalgo Bay Road Reconstruction	\$0	\$1,000,000	\$0	\$8,500,000	\$0	\$0	\$9,500,000
Kansas Avenue Street Build	\$0	\$100,000	\$1,500,000	\$0	\$0	\$0	\$1,600,000
Q Avenue Pedestrian Project	\$53,000	\$448,000	\$0	\$0	\$0	\$0	\$501,000
South Commercial Avenue Corridor Plan - Phase I	\$5,500,000	\$3,050,000	\$0	\$0	\$0	\$0	\$8,550,000
South Commercial Avenue Corridor Plan - Phase II	\$0	\$3,500,000	\$6,000,000	\$18,000,000	\$18,000,000	\$18,000,000	\$63,500,000
Pedestrian Crossing on 32nd Street to Storvik Park	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Pedestrian Crossing/Refuge at Tommy Thompson Trail	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Pedestrian Improvements - 22nd St between H Ave	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Downtown Streetscape			\$900,000	\$0	\$900,000	\$0	\$1,800,000
Marina Connection	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
17th Street and Q Avenue Intersection	\$0	\$0	\$260,000	\$2,240,000	\$0	\$0	\$2,500,000
ADA Ramps	\$110,000	\$0	\$120,000	\$125,000	\$130,000	\$135,000	\$620,000
Annual Pavement Maintenance	\$1,800,000	\$0	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$9,000,000
Non-Motorized Improvements	\$11,000	\$0	\$12,000	\$12,600	\$13,230	\$13,900	\$62,730
Sidewalk and Trip Hazard Repairs	\$200,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
SR 20 Spur (Oakes Ave) Sidewalk Improvements	\$0	\$0	\$100,000	\$900,000	\$0	\$0	\$1,000,000
Q Ave & 29th Street - (R Ave Phase II)	\$0	\$0	\$2,100,000	\$0	\$0	\$0	\$2,100,000
South March Point Road Reconstruction	\$0	\$0	\$0	\$2,550,000	\$0	\$0	\$2,550,000
12th Street and K Avenue Intersection	\$0	\$0	\$0	\$0	\$260,000	\$2,240,000	\$2,500,000
Transportation - 2025 Comprehensive Plan Update	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
Transportation - Local Road Safety Plan	\$125,000	\$0	\$0	\$0	\$0	\$0	\$125,000
Transportation - March Point Road - Trestle – Park &	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Transportation - R Avenue Safety and Mobility Improvements	\$257,000	\$0	\$0	\$0	\$0	\$0	\$257,000
Totals	\$8,906,000	\$10,748,000	\$13,492,000	\$34,327,600	\$21,303,230	\$22,388,900	\$111,165,730
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes	\$1,235,000	\$0	\$1,600,000	\$1,200,000	\$1,400,000	\$1,200,000	\$6,635,000
REET	\$921,000	\$2,432,000	\$2,032,000	\$1,587,600	\$543,230	\$548,900	\$8,064,730
Utility Tax	\$0	\$0	\$400,000	\$400,000	\$400,000	\$400,000	\$1,600,000
Impact Fees	\$257,000	\$0	\$0	\$0	\$0	\$0	\$257,000
Grants	\$6,103,000	\$8,316,000	\$7,060,000	\$28,740,000	\$18,500,000	\$18,000,000	\$86,719,000
Rates/User Fees	\$0	\$0	\$0	\$1,500,000	\$0	\$0	\$1,500,000
Debt	\$0	\$0	\$200,000	\$0	\$200,000	\$0	\$400,000
Fund Balance/Reserves	\$390,000	\$0	\$2,200,000	\$900,000	\$260,000	\$2,240,000	\$5,990,000
Totals	\$8,906,000	\$10,748,000	\$13,492,000	\$34,327,600	\$21,303,230	\$22,388,900	\$111,165,730



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Project Title:

Location:

Description:

Construction of 16th Street from D Avenue to C Avenue.

Justification:

This project is funded through Tribal Transportation Funds from the Samish Indian Nation. This is in coordination with the Samish Early Learning Center project.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

No change

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$300,000	\$2,300,000					\$2,600,000
Totals	\$300,000	\$2,300,000	\$0	\$0	\$0	\$0	\$2,600,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants		\$2,300,000					\$2,300,000
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$2,300,000	\$0	\$0	\$0	\$0	\$2,300,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:



Project Title:

Location:

Description:

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

Justification:

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 Improvement Plan will help to facilitate grant acquisition. If Grants aren't secured, the project will be delayed until 2026.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

No change

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$1,000,000		\$8,500,000			\$9,500,000
Totals	\$0	\$1,000,000	\$0	\$8,500,000	\$0	\$0	\$9,500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants		\$1,000,000		\$8,500,000			\$9,500,000
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$1,000,000	\$0	\$8,500,000	\$0	\$0	\$9,500,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$100,000	\$1,500,000				\$1,600,000
Totals	\$0	\$100,000	\$1,500,000	\$0	\$0	\$0	\$1,600,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$100,000	\$1,500,000				\$1,600,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$100,000	\$1,500,000	\$0	\$0	\$0	\$1,600,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$53,000	\$448,000					\$501,000
Totals	\$53,000	\$448,000	\$0	\$0	\$0	\$0	\$501,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$50,000					\$50,000
Utility Tax							\$0
Impact Fees							\$0
Grants		\$398,000					\$398,000
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$448,000	\$0	\$0	\$0	\$0	\$448,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$5,500,000	\$3,050,000					\$8,550,000
Totals	\$5,500,000	\$3,050,000	\$0	\$0	\$0	\$0	\$8,550,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$432,000					\$432,000
Utility Tax							\$0
Impact Fees							\$0
Grants		\$2,618,000					\$2,618,000
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$3,050,000	\$0	\$0	\$0	\$0	\$3,050,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

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. City has applied for WSDOT Bike Ped Grant, and Sandy Williams Grant.

Justification:

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.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$3,500,000	\$6,000,000	\$18,000,000	\$18,000,000	\$18,000,000	\$63,500,000
Totals	\$0	\$3,500,000	\$6,000,000	\$18,000,000	\$18,000,000	\$18,000,000	\$63,500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$1,500,000					\$1,500,000
Utility Tax							\$0
Impact Fees							\$0
Grants		\$2,000,000	\$6,000,000	\$18,000,000	\$18,000,000	\$18,000,000	\$62,000,000
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$3,500,000	\$6,000,000	\$18,000,000	\$18,000,000	\$18,000,000	\$63,500,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

 Project Title:

 Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$200,000					\$200,000
Totals	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$200,000					\$200,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$100,000					\$100,000
Totals	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$100,000					\$100,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

 Project Title:

 Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$50,000					\$50,000
Totals	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

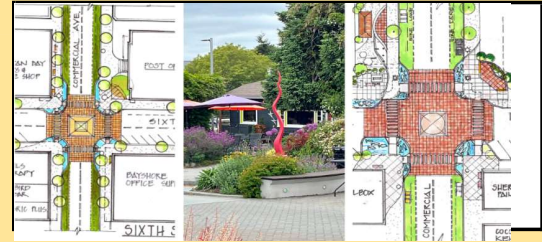
Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$50,000					\$50,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Project Title: Location:

Description:

Create a Downtown Framework Plan which enumerates key downtown streetscape sub-projects such as public plazas, street furnishing standards, landscaping and intersection improvements to prioritize over the next 10 years. Sub-projects will be prioritized and include realistic budgets, funding sources including specific grants, and visual reference. (Example: Puyallup Downtown-and-Meridian-Streetscape-Project-Recommendations) We are including placeholder budget to deliver one of these sub-projects every other year, with funding, project and prioritization details determined in the Downtown Framework Plan.

Justification:

Allow smart prioritization, planning and pursuit of funding for Downtown goals and policies from the 2016 Comprehensive Plan: Maintain and strengthen downtown as the center for civic, retail, cultural, dining and entertainment activity in Anacortes. (7.1) Emphasize downtown as the primary gathering place for Anacortes: Enhance the streetscape downtown to provide opportunities for outdoor dining, interaction, public art, and people watching. Explore development of a centralized public plaza space downtown. (7.1.D) Identify and improve walking and biking routes to downtown as a pedestrian and biking-friendly destination. Provide safe methods such as textured crosswalk paths and bulb-outs where people can cross major streets at regular and convenient intervals.

In Previous CFP? Click on box/click on arrow to selectIf yes, nature of
Change from
Previous CFP:

Shifted timeframe out by 1 year to better sequence with other Transportation Department work. Expanded planning budget from \$65k (which combined this and marina connection planning) to \$80k after discussing with several firms that would bid on an RFQ. Increased clarity on first step of work which is a Downtown Framework Plan.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Downtown Framework Plan							
Sub Project Placeholder			\$900,000		\$900,000		\$1,800,000
Totals			\$900,000	\$0	\$900,000	\$0	\$1,800,000

2024

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes			\$200,000		\$200,000		\$400,000
REET							
Utility Tax							\$0
Impact Fees							\$0
Grants			\$500,000		\$500,000		\$1,000,000
Rates/User Fees							\$0
Contributions			\$200,000		\$200,000		\$400,000
Fund Balance						\$0	\$0
Totals	\$0	\$0	\$900,000	\$0	\$900,000	\$0	\$1,800,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here

 Project Title:

 Location:

Description:

The Port and City are working to build an event center and public waterfront access at the intersection of 9th and the Cap Sante Marina, including making 9th a pleasant pedestrian connection from the marina to Q Ave. This project will extend that work from Q Ave to Commercial, completing a single flowing commercial area from the waterfront to downtown, rather than two rival commercial areas. This will leverage the existing port design which may include landscaping, benches and/or public art.

Justification:

Enhance the pedestrian connections between downtown and Fidalgo Bay waterfront.
Enhance physical and visual access to the water.
Maintain and strengthen downtown as the center for civic, retail, cultural, dining and entertainment activity in Anacortes.

In Previous CFP?

Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

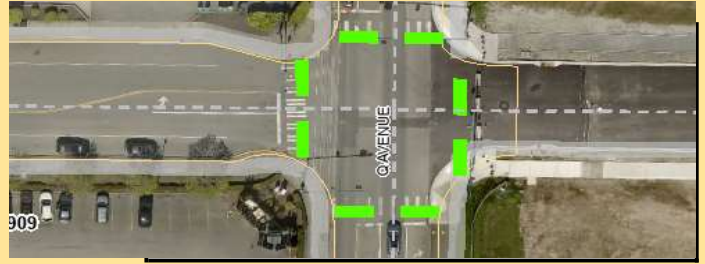
In the past year, we established that Port will drive this work and city will set aside funds to extend the already planned design and project one block, leveraging port design work. **Need to update year and dollar estimate with port input.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$500,000				\$500,000
Totals	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes			\$200,000				\$200,000
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants			\$300,000				\$300,000
Rates/User Fees							\$0
Contributions							\$0
Fund Balance					\$0	\$0	\$0
Totals	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type: **Transportation**

 Project Title: **17th Street and Q Avenue Intersection**

 Location: **17th Street and Q Avenue**

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

Justification: Intersection upgrades resulting from development of MJB property.

 In Previous CFP? **Yes** Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP: **No change**

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$260,000	\$2,240,000			\$2,500,000
Totals	\$0	\$0	\$260,000	\$2,240,000	\$0	\$0	\$2,500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants			\$260,000	\$2,240,000			\$2,500,000
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$260,000	\$2,240,000	\$0	\$0	\$2,500,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$110,000	\$0	\$120,000	\$125,000	\$130,000	\$135,000	\$620,000
Totals	\$110,000	\$0	\$120,000	\$125,000	\$130,000	\$135,000	\$620,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$0	\$120,000	\$125,000	\$130,000	\$135,000	\$510,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$120,000	\$125,000	\$130,000	\$135,000	\$510,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here

 Project Title:

 Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$1,800,000		\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$9,000,000
Totals	\$1,800,000	\$0	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$9,000,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes	\$1,200,000		\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$6,000,000
REET	\$200,000		\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Utility Tax	\$400,000		\$400,000	\$400,000	\$400,000	\$400,000	\$2,000,000
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$1,800,000	\$0	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000	\$9,000,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Insert and Resize Picture Here

 Project Title:

 Location:

Description:

Various Non-Motorized transportation improvements. At the level of funding currently earmarked. Project is limited to refreshing crosswalk and bike lane paint and thermo.

Justification:

Various Non-Motorized transportation improvements. At the level of funding currently earmarked. Project is limited to refreshing crosswalk and bike lane paint and thermo.

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$11,000		\$12,000	\$12,600	\$13,230	\$13,900	\$62,730
Totals	\$11,000	\$0	\$12,000	\$12,600	\$13,230	\$13,900	\$62,730

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET	\$11,000		\$12,000	\$12,600	\$13,230	\$13,900	\$62,730
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$11,000	\$0	\$12,000	\$12,600	\$13,230	\$13,900	\$62,730



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$200,000		\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Totals	\$200,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET	\$200,000		\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance							\$0
Totals	\$200,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

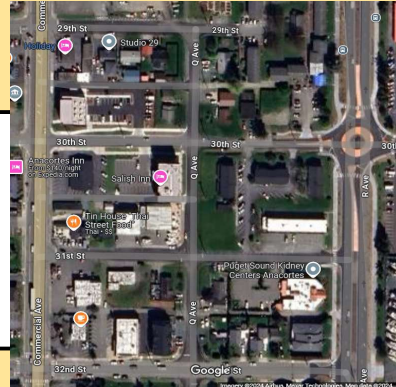
If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$100,000	\$900,000			\$1,000,000
Totals	\$0	\$0	\$100,000	\$900,000	\$0	\$0	\$1,000,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance			\$100,000	\$900,000			\$1,000,000
Totals	\$0	\$0	\$100,000	\$900,000	\$0	\$0	\$1,000,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Please limit responses to size of box

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$2,100,000				\$2,100,000
Totals	\$0	\$0	\$2,100,000	\$0	\$0	\$0	\$2,100,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance			\$2,100,000				\$2,100,000
Totals	\$0	\$0	\$2,100,000	\$0	\$0	\$0	\$2,100,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$2,550,000			\$2,550,000
Totals	\$0	\$0	\$0	\$2,550,000	\$0	\$0	\$2,550,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET				\$1,050,000			\$1,050,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees				\$1,500,000			\$1,500,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$2,550,000	\$0	\$0	\$2,550,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description: 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.

Justification: 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.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year					\$260,000	\$2,240,000	\$2,500,000
Totals	\$0	\$0	\$0	\$0	\$260,000	\$2,240,000	\$2,500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance					\$260,000	\$2,240,000	\$2,500,000
Totals	\$0	\$0	\$0	\$0	\$260,000	\$2,240,000	\$2,500,000

Wastewater

	2024	2025	Amended 2025	2025 Change
Total	\$ 27,631,000	\$ 6,435,000	\$ 8,705,000	\$ 2,270,000

Total Funding	\$ 27,631,000	\$ 6,735,000	\$ 8,705,000	
Funding Source				
Taxes				
Reet				
Utility Tax				
Impact Fees				
Grants				
Rates/User Fees	\$ 27,631,000	\$ 6,735,000	\$ 8,705,000	
Contributions				
Fund Balance/Reserves				

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Wastewater - Collections: Pump Station #16 Upgrade	\$ 2,000,000	\$ -	\$ 1,855,000	\$ 1,855,000	see project data sheet
Wastewater - Collections: Pump Station Ongoing Upgrades	\$ 375,000	\$ 400,000	\$ 400,000	\$ -	see project data sheet
Wastewater - Plant: Admin building expansion	\$ 676,000	\$ -	\$ 820,000	\$ 820,000	see project data sheet
Wastewater - Plant: Construct New CSO Pump Station	\$ 4,500,000	\$ -	\$ 4,500,000	\$ 4,500,000	see project data sheet
Wastewater - Plant: Emergent Maintenance and Repair Projects	\$ 375,000	\$ 400,000	\$ 400,000	\$ -	see project data sheet
Wastewater - Plant: Nutrient Removal Evaluation and Upgrades	\$ 100,000	\$ 100,000	\$ 50,000	\$ (50,000)	spending reduced pending new General Permit
Wastewater - Plant: Replace Aeration Basin #2 Diffusers	\$ 250,000	\$ -	\$ 250,000	\$ 250,000	see project data sheet
Wastewater - Plant: Refurbish existing incinerator reactor vessel	\$ -	\$ -	\$ 200,000	\$ 200,000	see project data sheet
Wastewater - Plant: Replace polymer pump skids	\$ -	\$ -	\$ 80,000	\$ 80,000	see project data sheet
Wastewater - Collections: System Maintenance/Inflow and Infiltration Reduction	\$ 1,500,000	\$ 1,500,000	\$ -	\$ (1,500,000)	I&I resources focused on CSO pumping
Wastewater - Plant: Covered Storage for North Pad	\$ 170,000	\$ -	\$ 150,000	\$ 150,000	see project data sheet
Wastewater - Plant: Purchase Administrative commuter vehicle	\$ -	\$ 50,000	\$ -	\$ (50,000)	moved to future year
Wastewater - Plant: Replace #1 Aeration Blower with Efficient Hybrid	\$ -	\$ 200,000	\$ -	\$ (200,000)	moved to future year
Wastewater - Plant: Replace Aeration Basin Recirculation Pumps	\$ -	\$ 250,000	\$ -	\$ (250,000)	moved to futuer year
Wastewater - Plant: Replace Dewatering Pump	\$ -	\$ 150,000	\$ -	\$ (150,000)	moved to future year
Wastewater - Plant: Addition of Denitrification Zone Mixers	\$ -	\$ 350,000	\$ -	\$ (350,000)	moved to future year
Wastewater - Plant: Basin Rehabilitation	\$ -	\$ 250,000	\$ -	\$ (250,000)	moved to future year
Wastewater - Plant: Biosolids Handling Alternative	\$ -	\$ 200,000	\$ -	\$ (200,000)	moved to future year
Wastewater - Plant: Influent Pumping Upgrade	\$ -	\$ 825,000	\$ -	\$ (825,000)	moved to future year
Wastewater - Plant: Rebuild Belt Filter Press	\$ -	\$ 330,000	\$ -	\$ (330,000)	moved to future year
Wastewater - Plant: Replace #2 aeration blower with efficient hybrid	\$ -	\$ 300,000	\$ -	\$ (300,000)	moved to future year
Wastewater - Plant: Replace Bar Screens and upgrade grit handling system	\$ -	\$ 60,000	\$ -	\$ (60,000)	moved to future year
Wastewater - Plant: Septage Handling Facility Upgrade	\$ -	\$ 450,000	\$ -	\$ (450,000)	moved to future year
Wastewater - Collections: General Sewer plan	\$ 500,000	\$ 500,000	\$ -	\$ (500,000)	GSP to be completed in 2024
Wastewater - Plant: Re-roof The Solids Handling Building	\$ -	\$ 40,000	\$ -	\$ (40,000)	moved to PW - Operations
Wastewater - Plant: Re-roof the WWTP Secondary Building	\$ -	\$ 50,000	\$ -	\$ (50,000)	moved to PW - Operations
Wastewater - Plant: Re-roof WWTP Head Works Building	\$ -	\$ 30,000	\$ -	\$ (30,000)	moved to PW - Operations
Wastewater - Plant: WWTP Outfall	\$ 16,000,000	\$ -	\$ -	\$ -	no change
Wastewater - Plant: Addition of Aeration Basin Zone Actuators	\$ 150,000	\$ -	\$ -	\$ -	no change
Wastewater - Plant: Purchase UTV service vehicle	\$ 40,000	\$ -	\$ -	\$ -	no change
Wastewater - Plant: Recoat Clarifier Steelworks	\$ 300,000	\$ -	\$ -	\$ -	no change
Wastewater - Plant: Replace Admin Building Boiler and controls	\$ 170,000	\$ -	\$ -	\$ -	no change
Wastewater - Plant: Upgrade SCADA with Dashboarding Capabilities	\$ 125,000	\$ -	\$ -	\$ -	no change
Wastewater - Collections: Pump Station #3 Rehabilitation	\$ 150,000	\$ -	\$ -	\$ -	no change
Wastewater - Collections: Pump Station #4 rehabilitation	\$ 250,000	\$ -	\$ -	\$ -	no change

Project Summary Sheet							
Project Costs:	2024	2025	2026	2027	2028	2029	Total
Wastewater - Collections: March Point area force main upgrade		\$0	\$350,000	\$5,000,000	\$0	\$0	\$5,350,000
Wastewater - Collections: Pump station #16 upgrade	\$2,000,000	\$1,855,000	\$0	\$0	\$0	\$0	\$3,855,000
Wastewater - Collections: Pump stations ongoing upgrades	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000
Wastewater - Plant: Administration building expansion	\$676,000	\$820,000	\$0	\$0	\$0	\$0	\$1,496,000
Wastewater - Plant: Construct new CSO pump station	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0	\$9,000,000
Wastewater - Plant: Emergent asset repair and replacement projects	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000
Wastewater - Plant: Nutrient removal evaluations and upgrades	\$100,000	\$50,000	\$100,000	\$0	\$0	\$0	\$250,000
Wastewater - Plant: Replace aeration basin #2 diffusers	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$500,000
Wastewater - Plant: Refurbish existing incinerator reactor vessel		\$200,000	\$2,000,000	\$0	\$0	\$0	\$2,200,000
Wastewater - Plant: Replace polymer pump skids		\$80,000	\$0	\$0	\$0	\$0	\$80,000
Wastewater - Collections: Annual inflow and infiltration reduction	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000
Wastewater - Plant: Covered storage and biosolids loadout for North Pad	\$170,000	\$150,000	\$100,000		\$0	\$0	\$420,000
Wastewater - Plant: Purchase administrative commuter vehicle	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Wastewater - Plant: Replace #1 aeration blower with Aerzen hybrid	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Wastewater - Plant: Replace aeration basin recirculation pumps	\$0	\$0	\$80,000	\$300,000	\$0	\$0	\$380,000
Wastewater - Plant: Replace dewatering pump	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
Wastewater - Collections: Pump station #7 convert to duplex	\$0	\$0	\$25,000	\$200,000	\$0	\$0	\$225,000
Wastewater - Collections: Reservation Rd, Padilla Heights, Similk Bay	\$0	\$0	\$0	\$0	\$0	\$10,000,000	\$10,000,000
Wastewater - Plant: Addition of denitrification zone mixers in ABs	\$0	\$0	\$350,000	\$0	\$0	\$0	\$350,000
Wastewater - Plant: Basin rehabilitaion	\$0	\$0	\$250,000	\$250,000	\$250,000	\$0	\$750,000
Wastewater - Plant: Biosolids handling alternative	\$0	\$0	\$200,000	\$200,000	\$500,000	\$5,000,000	\$5,900,000
Wastewater - Plant: Effluent pump station upgrade	\$0	\$0	\$0	\$0	\$730,000	\$0	\$730,000
Wastewater - Plant: Influent pumping upgrade	\$0	\$0	\$0	\$825,000	\$0	\$0	\$825,000
Wastewater - Plant: Rebuild belt filter press	\$0	\$0	\$330,000	\$0	\$0	\$0	\$330,000
Wastewater - Plant: Recoat clarifiers steelworks	\$0	\$0	\$400,000	\$0	\$0	\$0	\$400,000
Wastewater - Plant: Replace #2 aeration blower with Aerzen hybrid	\$0	\$0	\$80,000	\$400,000	\$0	\$0	\$480,000
Wastewater - Plant: Replace bar screens and grit handling system	\$0	\$0	\$0	\$100,000	\$3,000,000	\$0	\$3,100,000
Wastewater - Plant: Replace incinerator preheat unit	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
Wastewater - Plant: Replace RAS pumps and separate manifolds	\$0	\$0	\$100,000	\$500,000	\$0	\$0	\$600,000
Wastewater - Plant: Septage handling facility upgrade	\$0	\$0	\$100,000	\$1,000,000	\$0	\$0	\$1,100,000
Wastewater - Plant: Rebuild/replace ash system	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Wastewater - Plant: WWTP Outfall	\$16,000,000	\$0	\$0	\$0	\$0	\$0	\$16,000,000
Wastewater - Plant: Addition of Aeration Basin Zone Actuators	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Wastewater - Plant: Purchase UTV service vehicle	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Wastewater - Plant: Recoat Clarifier Steelworks	\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
Wastewater - Plant: Replace Admin Building Boiler and controls	\$170,000	\$0	\$0	\$0	\$0	\$0	\$170,000
Wastewater - Plant: Upgrade SCADA with Dashboarding Capabilities	\$125,000	\$0	\$0	\$0	\$0	\$0	\$125,000
Wastewater - Collections: Pump Station #3 Rehabilitation	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Wastewater - Collections: Pump Station #4 rehabilitation	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Wastewater - Collections: General Sewer plan	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
Totals	\$27,631,000	\$8,705,000	\$7,765,000	\$11,475,000	\$7,080,000	\$17,700,000	\$80,356,000
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Rates/User Fees	27,631,000	8,705,000	7,765,000	11,475,000	7,080,000	17,700,000	\$80,356,000
Grants							\$0
Debt							\$0
Fund Balance/Reserves							\$0
Totals	\$27,631,000	\$8,705,000	\$7,765,000	\$11,475,000	\$7,080,000	\$17,700,000	\$80,356,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$2,000,000	\$1,855,000					\$3,855,000
Totals	\$2,000,000	\$1,855,000	\$0	\$0	\$0	\$0	\$3,855,000

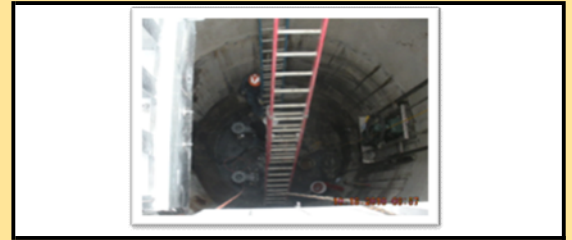
Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$2,000,000	\$1,855,000	\$0	\$0	\$0	\$0	\$3,855,000
Debt							\$0
Fund Balance							\$0
Totals	\$2,000,000	\$1,855,000	\$0	\$0	\$0	\$0	\$3,855,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

The City owns and operates 23 (soon to be 24) 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. This proposal is intended to cover planned annual projects for such work, reprioritized on an ongoing basis, as well as emergent repair needs. The annual dollar values for these projects are intended to cover component replacement and upgrade rather than entire lift station replacements.

Justification:

Improves existing service

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000
Totals	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000
Debt							\$0
Fund Balance							\$0
Totals	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

Description:

The WWTP needs additional administrative space. Without remodeling the entire building or compromising valuable plant footprint space, the most cost-effective solution is the addition of 1056 square feet of space on the NE corner of the building, 300 square feet on the SW corner, and the remodeling of the roofline to accommodate. This expansion will provide a needed meeting space, two necessary offices for Supervisors, a dedicated SCADA control room, and one additional office for future staffing needs. The additional Supervisor office space will in turn free up 25% more laboratory space which will absolutely be needed in the coming years for additional analytical bandwidth. Engineering is nearly complete and ready for bid.

Justification:

out of space

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Design is complete and permit is in process. 1300ft2 addition preserves future process expansions, increases laboratory space by 25%, and creates Supervisory office space and meeting space. New energy code adopted in 2024 has increased overall project costs, but design decisions have been based on minimizing cost per square foot. Construction cost estimate has been revised following engineering. \$600/ft2 estimated, though actual bids may be significantly lower. Anticipate construction bids early 2025.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$676,000	\$820,000					\$1,496,000
Totals	\$676,000	\$820,000	\$0	\$0	\$0	\$0	\$1,496,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$676,000	\$820,000	\$0	\$0	\$0	\$0	\$1,496,000
Debt							\$0
Fund Balance							\$0
Totals	\$676,000	\$820,000	\$0	\$0	\$0	\$0	\$1,496,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

This was formerly part of the 2023 CFP proposal for "New Wastewater Treatment Plant Outfall". This has been separated out as an individual project and is not subject to FEMA reimbursement. This pump station will replace the existing Q Avenue CSO and will function to prevent future SSOs in the downtown corridor by more effectively moving liquid out of the collection system. Design is currently 99%, but construction cannot commence until the Outfall Replacement Project is complete.

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$4,500,000	\$4,500,000					\$9,000,000
Totals	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0	\$9,000,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0	\$9,000,000
Contributions							\$0
Fund Balance							\$0
Totals	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0	\$9,000,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Please limit responses to size of box

Project Title:

Location:

Description:

As a facility in the later half of its designed lifespan, it is important to have a dedicated source of funding for emergent repair issues. Most of the equipment and infrastructure within this facility is 30+ years old. Our projects are planned so as to replace equipment prior to failure, but there is always the unexpected. We do not know specifically what equipment will fail this year or next, but we do know it will happen. The best example of this is the outfall failure spending in 2016 (and every year since), though any large piece of mechanical equipment, component of the incinerator or the scrubber or the electrical system has a proven ability to exceed the proposal values herein. The intent of this funding is to be able to address or begin to address emergent repair issues large and small with an immediacy that will prevent any further costs that may result from inaction.

Justification:

In Previous CFP?

☒ Yes

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000
Totals	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000
Contributions							\$0
Fund Balance							\$0
Totals	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$2,875,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$100,000	\$50,000	\$100,000				\$250,000
Totals	\$100,000	\$50,000	\$100,000	\$0	\$0	\$0	\$250,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$100,000	\$50,000	\$100,000	\$0	\$0	\$0	\$250,000
Contributions							\$0
Fund Balance							\$0
Totals	\$100,000	\$50,000	\$100,000	\$0	\$0	\$0	\$250,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$250,000	\$250,000					\$500,000
Totals	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$500,000
Contributions							\$0
Fund Balance							\$0
Totals	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$500,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description: The Incinerator reactor vessel is 32 years old and the external shell and internal refractory are requiring repair with increasing frequency. The shell of the reactor has thinned to critical levels in large sections and has already burned through in several. A complete rehabilitation of the reactor will be necessary if Incineration remains a long-term plan. \$200,000 is proposed for creation of a rehabilitation plan in 2024, and \$2,000,000 is proposed for the actual work to be conducted in 2026. This specific proposal is a newly identified priority which has been accelerated based on recent repairs and surveys.

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$200,000	\$2,000,000				\$2,200,000
Totals	\$0	\$200,000	\$2,000,000	\$0	\$0	\$0	\$2,200,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$200,000	\$2,000,000	\$0	\$0	\$0	\$2,200,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$200,000	\$2,000,000	\$0	\$0	\$0	\$2,200,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type:
*Please limit responses to size of box*Project Title: Location:

Description: Existing polymer dose skids are at the end of their useful life. Pilot units and purchase quote in place for 2025. Purchase of units is dependent upon results of pilot testing.

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$80,000					\$80,000
Totals	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$80,000	\$0	\$0	\$0	\$0	\$80,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description:

One of the things this WWTP is desperately short of is storage space. The ever increasing inventory of spare parts for an aging plant has nowhere to live and too often expensive equipment is left outdoors in the weather. With the future configuration of the plant yet unknown, we have diligently protected real estate that will be needed for future plant expansion, but we have also identified certain key spaces we can utilize now for our growing needs. One of these spaces is directly north and east of the incinerator building. This covered space is also intended to incorporate biosolids loadout components.

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$170,000	\$150,000	\$100,000				\$420,000
Totals	\$170,000	\$150,000	\$100,000	\$0	\$0	\$0	\$420,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$170,000	\$150,000	\$100,000	\$0	\$0	\$0	\$420,000
Contributions							\$0
Fund Balance							\$0
Totals	\$170,000	\$150,000	\$100,000	\$0	\$0	\$0	\$420,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$1,500,000		\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000
Totals	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000
Debt							\$0
Fund Balance							\$0
Totals	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description:

One of the things this WWTP is desperately short of is storage space. The ever increasing inventory of spare parts for an aging plant has nowhere to live and too often expensive equipment is left outdoors in the weather. With the future configuration of the plant yet unknown, we have diligently protected real estate that will be needed for future plant expansion, but we have also identified certain key spaces we can utilize now for our growing needs. One of these spaces is directly north and east of the incinerator building. This covered space is also intended to incorporate biosolids loadout components.

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$170,000	\$0	\$150,000	\$100,000			\$420,000
Totals	\$170,000	\$0	\$150,000	\$100,000	\$0	\$0	\$420,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$170,000	\$0	\$150,000	\$100,000	\$0	\$0	\$420,000
Contributions							\$0
Fund Balance							\$0
Totals	\$170,000	\$0	\$150,000	\$100,000	\$0	\$0	\$420,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description:

An efficient commuter vehicle is needed for regular use at the WWTP. Often times pool vehicles are not available. Travel within the city and to out of town meetings and trainings is often done in the full-size service trucks, leaving the Operators short a vehicle.

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$50,000				\$50,000
Totals	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type:
*Please limit responses to size of box*Project Title: Location:

Description:

New modes of operation require blowers other than the two centrifugal blowers remaining from the original plant installation. We currently operate nearly 100% of the time on the single hybrid blower available. The remaining centrifugal need to be replaced with additional hybrids for reasons of both control and electrical efficiency.

Justification:

aging system

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$200,000				\$200,000
Totals	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$80,000	\$300,000			\$380,000
Totals	\$0	\$0	\$80,000	\$300,000	\$0	\$0	\$380,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$80,000	\$300,000	\$0	\$0	\$380,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$80,000	\$300,000	\$0	\$0	\$380,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$150,000				\$150,000
Totals	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Project Title:

Location:

Description:

Following delivery of the General Sewer Plan and before the anticipated rebuild of March Point Road, replacement and upgrade of the PS#18 force main will be necessary. This will also allow for any required upsizing to meet new capacity needs from additional growth in the March Point Area resulting from annexation of UGA areas. The existing 6" force main is inadequate for significant development of the east end.

Justification:

Extend existing service

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

No Change

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$350,000	\$5,000,000			\$5,350,000
Totals	\$0	\$0	\$350,000	\$5,000,000	\$0	\$0	\$5,350,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$350,000	\$5,000,000	\$0	\$0	\$5,350,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$350,000	\$5,000,000	\$0	\$0	\$5,350,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: Project Title: Location:

Description:

Pump station #7 is currently a simplex station. In our ongoing effort to prevent SSOs, converting all stations to duplex or better will provide necessary redundancy.

Justification:

Improves existing service

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$25,000	\$200,000			\$225,000
Totals	\$0	\$0	\$25,000	\$200,000	\$0	\$0	\$225,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$25,000	\$200,000	\$0	\$0	\$225,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$25,000	\$200,000	\$0	\$0	\$225,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year						\$10,000,000	\$10,000,000
Totals	\$0	\$0	\$0	\$0	\$0	\$10,000,000	\$10,000,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$0	\$0	\$0	\$10,000,000	\$10,000,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$0	\$0	\$10,000,000	\$10,000,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$350,000				\$350,000
Totals	\$0	\$0	\$350,000	\$0	\$0	\$0	\$350,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants	\$0	\$0	\$350,000	\$0	\$0	\$0	\$350,000
Rates/User Fees							\$0
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$350,000	\$0	\$0	\$0	\$350,000



City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$250,000	\$250,000	\$250,000		\$750,000
Totals	\$0	\$0	\$250,000	\$250,000	\$250,000	\$0	\$750,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$250,000	\$250,000	\$250,000	\$0	\$750,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$250,000	\$250,000	\$250,000	\$0	\$750,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

Select, design and install a biosolids treatment process to replace our aging incineration process. Both the dollar value and spending timeline for this project are very approximate. The path forward is dependent upon an increase in both technological reliability and regulatory clarity. The City will continue to maintain the existing incineration process until the feasibility of its replacement becomes clear.

Justification:

aging incineration process

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$200,000	\$200,000	\$500,000	\$5,000,000	\$5,900,000
Totals	\$0	\$0	\$200,000	\$200,000	\$500,000	\$5,000,000	\$5,900,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$200,000	\$200,000	\$500,000	\$5,000,000	\$5,900,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$200,000	\$200,000	\$500,000	\$5,000,000	\$5,900,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year					\$730,000		\$730,000
Totals	\$0	\$0	\$0	\$0	\$730,000	\$0	\$730,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$0	\$0	\$730,000	\$0	\$730,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$0	\$730,000	\$0	\$730,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$825,000			\$825,000
Totals	\$0	\$0	\$0	\$825,000	\$0	\$0	\$825,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$0	\$825,000	\$0	\$0	\$825,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$825,000	\$0	\$0	\$825,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$330,000				\$330,000
Totals	\$0	\$0	\$330,000	\$0	\$0	\$0	\$330,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$330,000	\$0	\$0	\$0	\$330,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$330,000	\$0	\$0	\$0	\$330,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description:

The steel superstructures of both secondary clarifiers have not been refurbished since new. Upon inspection this year, the coatings have begun to fail in places and corrosion is becoming significant. With the goal of realizing another 20 years of service from this equipment, now is the time to preserve these metal structures and prevent further corrosion.

Justification:

The steel superstructures of both secondary clarifiers have not been refurbished since new.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from

Previous CFP:

project date pushed 2024 to 2026. placeholder value increased. Still awaiting formal estimates.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$400,000				\$400,000
Totals	\$0	\$0	\$400,000	\$0	\$0	\$0	\$400,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$400,000	\$0	\$0	\$0	\$400,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$400,000	\$0	\$0	\$0	\$400,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here

Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$80,000	\$400,000			\$480,000
Totals	\$0	\$0	\$80,000	\$400,000	\$0	\$0	\$480,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$80,000	\$400,000	\$0	\$0	\$480,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$80,000	\$400,000	\$0	\$0	\$480,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here



Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$100,000	\$3,000,000		\$3,100,000
Totals	\$0	\$0	\$0	\$100,000	\$3,000,000	\$0	\$3,100,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$0	\$100,000	\$3,000,000	\$0	\$3,100,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$100,000	\$3,000,000	\$0	\$3,100,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$0	\$500,000				\$500,000
Totals	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type: *Please limit responses to size of box*Project Title: Location:

Description:

The current RAS pumps are 30 years old and of dated design. They suffer from ragging issues and are capable of less than 50% RAS ratio at plant capacity. It is time to install newer, higher capacity pumps. All pumps currently share a common manifold back to the basins. Separation into 2 manifolds should be done at the time of pump replacement to accommodate the elimination of failing control valves and allow more efficient nutrient reduction.

Justification:

The current RAS pumps are 30 years old and of dated design.

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

engineering costs added for 2026

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$100,000	\$500,000			\$600,000
Totals	\$0	\$0	\$100,000	\$500,000	\$0	\$0	\$600,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$100,000	\$500,000	\$0	\$0	\$600,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$100,000	\$500,000	\$0	\$0	\$600,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Insert and Resize Picture Here


Please limit responses to size of box

Project Title:

Location:

Description:

The previous CFP project included automating valves and adding controls to improve cleaning the tanks. The project has been modified to remove rags and rocks prior to entering the tanks to eliminate plugging and debris handling issues. 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.

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of

Change from

Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$100,000	\$1,000,000			\$1,100,000
Totals	\$0	\$0	\$100,000	\$1,000,000	\$0	\$0	\$1,100,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$100,000	\$1,000,000	\$0	\$0	\$1,100,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$100,000	\$1,000,000	\$0	\$0	\$1,100,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Insert and Resize Picture Here

Facility Type:
*Please limit responses to size of box*Project Title: Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$200,000			\$200,000
Totals	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000

Water Systems

	2024	2025	Amended 2025	2025 Change
Total	\$ 5,795,982	\$ 8,714,250	\$ 8,471,000	\$ 243,250

Total Funding	\$ 5,795,982	\$ 8,714,250	\$ 8,471,000
Funding Source			
Taxes			
Reet			
Utility Tax			
Impact Fees			
Grants			\$ 156,000
Rates/User Fees	\$ 5,795,982	\$ 8,714,250	\$ 8,315,000
Contributions			
Fund Balance/Reserves			

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Water System - Oak Harbor: Pass Lake 10-inch Waterline Repair/Replace	\$ -	\$ -	\$ 2,750,000	\$ 2,750,000	see project data sheet
Water System - Refinery: West March Point Road Waterline	\$ 420,000	\$ 1,790,000	\$ 420,000	\$ (1,370,000)	see project data sheet
Water System - Regional: Cathodic Protection Transmission Main	\$ -	\$ 80,000	\$ 120,000	\$ 40,000	see project data sheet
Water System - Regional: WTP Maintenance/Storage Building	\$ -	\$ 60,000	\$ 60,000	\$ -	see project data sheet
Water System - Regional: Phase 4 & 5 WTP Controls Reliability	\$ 175,000	\$ 380,000	\$ 380,000	\$ -	see project data sheet
Water System - Regional: Repair 36-inch Transmission Line near Swinomish Slough	\$ 115,000	\$ 450,000	\$ 90,000	\$ (360,000)	see project data sheet
Water System - Regional: WTP Discharge Meter Replacement	\$ -	\$ -	\$ 960,000	\$ 960,000	see project data sheet
Water System - Regional: WTP Filter Optimization	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	see project data sheet
Water System - Regional: Water System Plan Update	\$ 375,590	\$ -	\$ 225,000	\$ 225,000	see project data sheet
Water System - Regional: Water System Security	\$ 650,000	\$ 650,000	\$ 650,000	\$ -	see project data sheet
Water System - Regional: WTP - Emergent Equipment Replacements	\$ 375,000	\$ 400,000	\$ 400,000	\$ -	see project data sheet
Water System - Retail: Pipeline Replacements	\$ 1,543,000	\$ 1,620,000	\$ 1,620,000	\$ -	see project data sheet
Water System - Retail: Re-roof A Avenue Booster	\$ -	\$ -	\$ 8,000	\$ 8,000	see project data sheet
Water System - Retail: Re-roof Fidalgo Bay Estates Booster Station	\$ -	\$ -	\$ 5,000	\$ 5,000	see project data sheet
Water System - Retail: Reservoir Upgrades and Maintenance	\$ 300,000	\$ 2,310,000	\$ 300,000	\$ (2,010,000)	see project data sheet
Water System - Retail: Service Vehicle	\$ 41,000	\$ -	\$ 43,000	\$ 43,000	see project data sheet
Water System - Whistle Lake Dam Project	\$ 240,000	\$ -	\$ 240,000	\$ 240,000	see project data sheet
Water System - Retail: Flatbed Truck	\$ -	\$ -	\$ 75,000	\$ 75,000	see project data sheet
Water System - Oak Harbor: Campbell Lake Fish Passage Waterline Relocate	\$ -	\$ 75,250		\$ (75,250)	moved to future year
Water System - Regional: Repair 36" Valve at Telegraph Slough and Corrosion Control	\$ -	\$ 150,000		\$ (150,000)	moved to future year
Water System - Retail: Re-roof Blue Heron Booster Station	\$ -	\$ 100,000		\$ (100,000)	moved to future year
Water System - Retail: Advanced Metering Infrastructure (AMI) Water Meters	\$ 500,000	\$ 500,000	\$ -	\$ (500,000)	not capital moved to O&M budget
Water System - Water Model	\$ 65,000	\$ 24,000	\$ -	\$ (24,000)	not capital moved to O&M budget
Water System - Regional: Hydro Excavator	\$ 650,000	\$ -		\$ -	no change
Water System - Retail: Fidalgo Island Water Service (FIWS) area Telemetry	\$ 221,392	\$ -		\$ -	no change

Project Summary Sheet

Project Costs:	2024	2025	2026	2027	2028	2029	Total
Pass Lake 10-inch Waterline Repair/Replace	\$0	\$2,750,000	\$0	\$0	\$0	\$0	2,750,000
West March Point Road Waterline Construction	\$420,000	\$420,000	\$1,790,000	\$0	\$0	\$0	2,630,000
Cathodic Protection Transmission Main	\$0	\$120,000	\$0	\$0	\$0	\$0	120,000
WTP Maintenance/Storage Building	\$0	\$60,000	\$500,000	\$0	\$0	\$0	560,000
Phase 4 & 5 WTP Controls Reliability	\$175,000	\$380,000	\$0	\$0	\$0	\$0	555,000
36-inch Transmission Line Repair near Swinomish Slough	\$115,000	\$90,000	\$0	\$0	\$0	\$0	205,000
WTP Discharge Meter Replacement	\$0	\$960,000	\$0	\$0	\$0	\$0	960,000
WTP Filter Optimization	\$125,000	\$125,000	\$0	\$0	\$0	\$0	250,000
Water System Plan Update	\$375,590	\$225,000	\$0	\$0	\$0	\$0	600,590
Water System Security Update	\$650,000	\$650,000	\$0	\$0	\$0	\$0	1,300,000
WTP Emergent Equipment Replacements	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$0	2,275,000
Pipeline Replacements	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280	\$2,354,394	11,596,674
A Avenue Booster Station Re-roof	\$0	\$8,000	\$0	\$0	\$0	\$0	8,000
Fidalgo Bay Estates Booster Station Re-roof	\$0	\$5,000	\$0	\$0	\$0	\$0	5,000
Reservoir Upgrades and Maintenance	\$300,000	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0	4,080,000
Whistle Lake Dam Project	\$240,000	\$240,000	\$0	\$0	\$0	\$0	480,000
Additional service truck	\$41,000	\$43,000	\$0	\$0	\$0	\$0	84,000
Flatbed truck	\$0	\$75,000	\$0	\$0	\$0	\$0	75,000
Campbell Lake Fish Passage Waterline Relocate	\$0	\$0	\$75,000	\$372,130	\$372,130	\$0	819,260
Repair and add Corrosion Control to 36-inch Valve at	0	0	300,000	0	0	0	300,000
Blue Heron Pump Station Rebuild	\$0	\$0	\$75,000	\$825,000	\$0	\$0	900,000
South Fidalgo Island Water System Pipeline Replacement	\$0	\$0	\$0	\$710,000	\$0	\$745,500	1,455,500
Retail: Advanced Metering Infrastructure (AMI) Water Meters (Moved to O&M Budget)	\$500,000	\$0	\$0	\$0	\$0	\$0	500,000
Water Model (Moved to O&M Budget)	\$65,000	\$0	\$0	\$0	\$0	\$0	65,000
Regional: Hydro Excavator	\$650,000	\$0	\$0	\$0	\$0	\$0	650,000
Retail: Fidalgo Island Water Service (FIWS) area Telemetry	\$221,392	\$0	\$0	\$0	\$0	\$0	221,392
Totals	\$5,795,982	\$8,471,000	\$7,201,000	\$5,713,130	\$3,164,410	\$3,099,894	\$33,445,416
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utility Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	\$0	\$156,000	\$0	\$0	\$0	\$0	\$156,000
Rates/User Fees	\$5,795,982	\$8,315,000	\$7,201,000	\$5,713,130	\$3,164,410	\$3,099,894	\$33,289,416
Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance/Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$5,795,982	\$8,471,000	\$7,201,000	\$5,713,130	\$3,164,410	\$3,099,894	\$33,445,416



ANACORTES
WASHINGTON

**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type:

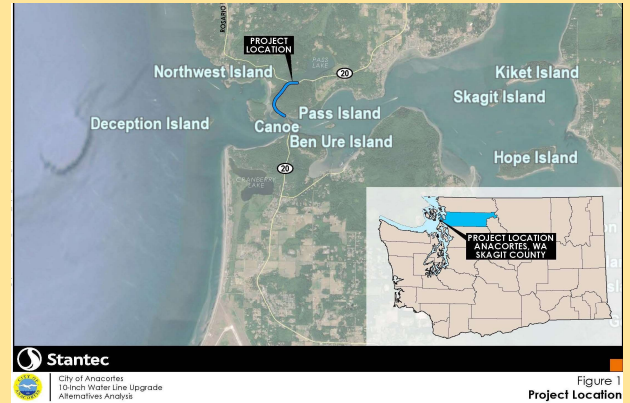


Figure 1
Project Location

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

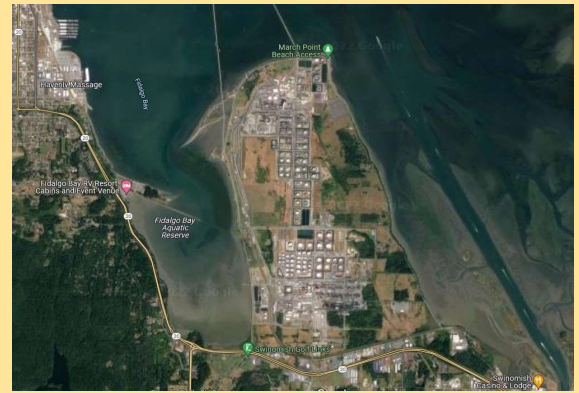
If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$2,750,000					\$2,750,000
Totals	\$0	\$2,750,000	\$0	\$0	\$0	\$0	\$2,750,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$0	\$2,750,000	\$0	\$0	\$0	\$0	\$2,750,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$2,750,000	\$0	\$0	\$0	\$0	\$2,750,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan


 Facility Type: **Water System**

 Project Title: **West March Point Road Waterline Construction**

Location:

Description:

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

Justification:

Existing 24-inch line is aging; 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.

In Previous CFP?

Yes

Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Funds budgeted for 2024 (\$420,000) but not used will move to 2025 budget.

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$420,000	\$420,000	\$1,790,000				\$2,630,000
Totals	\$420,000	\$420,000	\$1,790,000	\$0	\$0	\$0	\$2,630,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$420,000	\$420,000	\$1,790,000				\$2,630,000
Debt							\$0
Fund Balance							\$0
Totals	\$420,000	\$420,000	\$1,790,000	\$0	\$0	\$0	\$2,630,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:



Project Title:

Location:

Description:

Rebuild cathodic protection on transmission main and wells

Justification:

Aging system

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

No change

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$120,000					\$120,000
Totals	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$120,000	\$120,000					\$240,000
Debt							\$0
Fund Balance							\$0
Totals	\$120,000	\$120,000	\$0	\$0	\$0	\$0	\$240,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

 Project Title:

 Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$60,000	\$500,000				\$560,000
Totals	\$0	\$60,000	\$500,000	\$0	\$0	\$0	\$560,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$60,000	\$60,000	\$500,000				\$620,000
Debt							\$0
Fund Balance							\$0
Totals	\$60,000	\$60,000	\$500,000	\$0	\$0	\$0	\$620,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

 Project Title:

 Location:

Description:

Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$175,000	\$380,000					\$555,000
Totals	\$175,000	\$380,000	\$0	\$0	\$0	\$0	\$555,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$175,000	\$380,000					\$555,000
Debt							\$0
Fund Balance							\$0
Totals	\$175,000	\$380,000	\$0	\$0	\$0	\$0	\$555,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$115,000	\$90,000					\$205,000
Totals	\$115,000	\$90,000	\$0	\$0	\$0	\$0	\$205,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$115,000	\$90,000					\$205,000
Debt							\$0
Fund Balance							\$0
Totals	\$115,000	\$90,000	\$0	\$0	\$0	\$0	\$205,000



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:



Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$960,000					\$960,000
Totals	\$0	\$960,000	\$0	\$0	\$0	\$0	\$960,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$960,000	\$960,000					\$1,920,000
Debt							\$0
Fund Balance							\$0
Totals	\$960,000	\$960,000	\$0	\$0	\$0	\$0	\$1,920,000

ANACORTES
WASHINGTON

**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type: Project Title: Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

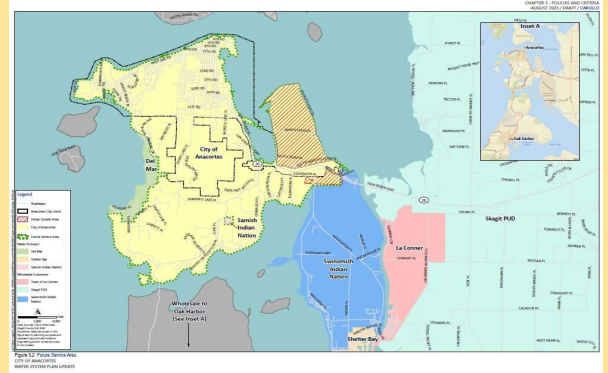
If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$125,000	\$125,000					\$250,000
Totals	\$125,000	\$125,000	\$0	\$0	\$0	\$0	\$250,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$125,000	\$125,000					\$250,000
Debt							\$0
Fund Balance							\$0
Totals	\$125,000	\$125,000	\$0	\$0	\$0	\$0	\$250,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type: **Water System**


Please limit responses to size of box

 Project Title: **Water System Plan Update**

 Location: **Plan pertains to entire Water System**

 Description: **Update city's water system plan**

 Justification: **Department of Health requires the update the city's water system plan every 10 years.**

 In Previous CFP? **Yes** Click on box/click on arrow to select

 If yes, nature of Change from Previous CFP: **Funds budgeted for 2024 (\$375,590) but not used will move to 2025 budget.**

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$375,590	\$225,000					\$600,590
Totals	\$375,590	\$225,000	\$0	\$0	\$0	\$0	\$600,590

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$375,590	\$225,000					\$600,590
Debt							\$0
Fund Balance							\$0
Totals	\$375,590	\$225,000	\$0	\$0	\$0	\$0	\$600,590


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:


Please limit responses to size of box

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$650,000	\$650,000					\$1,300,000
Totals	\$650,000	\$650,000	\$0	\$0	\$0	\$0	\$1,300,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$650,000	\$650,000					\$1,300,000
Contributions							\$0
Fund Balance							\$0
Totals	\$650,000	\$650,000	\$0	\$0	\$0	\$0	\$1,300,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000		\$2,275,000
Totals	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$0	\$2,275,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000		\$2,275,000
Contributions							\$0
Fund Balance							\$0
Totals	\$375,000	\$400,000	\$450,000	\$500,000	\$550,000	\$0	\$2,275,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:


Please limit responses to size of box

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280	\$2,354,394	\$11,596,674
Totals	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280	\$2,354,394	\$11,596,674

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280	\$2,354,394	\$11,596,674
Contributions							\$0
Fund Balance							\$0
Totals	\$1,543,000	\$1,620,000	\$1,701,000	\$2,136,000	\$2,242,280	\$2,354,394	\$11,596,674


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$8,000					\$8,000
Totals	\$0	\$8,000	\$0	\$0	\$0	\$0	\$8,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$8,000	\$8,000					\$16,000
Contributions							\$0
Fund Balance							\$0
Totals	\$8,000	\$8,000	\$0	\$0	\$0	\$0	\$16,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:


Please limit responses to size of box

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$5,000					\$5,000
Totals	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000

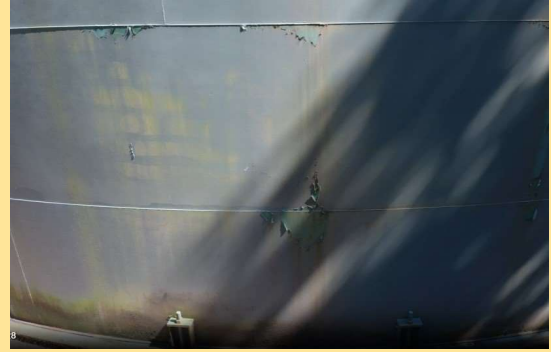
Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$5,000	\$5,000					\$10,000
Contributions							\$0
Fund Balance							\$0
Totals	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$10,000



ANACORTES
WASHINGTON

**City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan**

Facility Type:



Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$300,000	\$300,000	\$2,310,000	\$1,170,000			\$4,080,000
Totals	\$300,000	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0	\$4,080,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$300,000	\$300,000	\$2,310,000	\$1,170,000			\$4,080,000
Contributions							\$0
Fund Balance							\$0
Totals	\$300,000	\$300,000	\$2,310,000	\$1,170,000	\$0	\$0	\$4,080,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: **Water System**


Please limit responses to size of box

Project Title: **Additional service truck**

Location: **WTP**

Description: **Add additional truck to WTP fleet for accommodating a larger service area**

Justification: **With more employees, FTE and seasonal, and the addition of South Fidalgo Water System, an additional service truck would assist with efficiency in operations.**

In Previous CFP? **No** Click on box/click on arrow to select

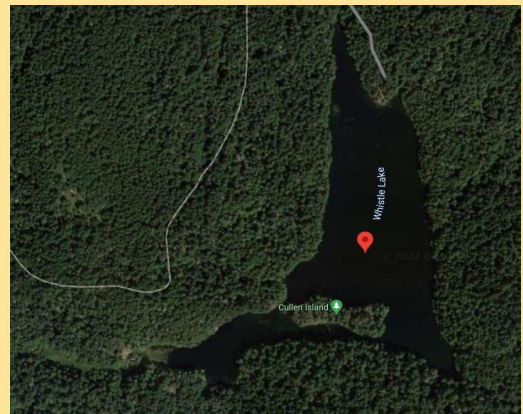
If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$41,000	\$43,000					\$84,000
Totals	\$41,000	\$43,000	\$0	\$0	\$0	\$0	\$84,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$41,000	\$43,000					\$84,000
Contributions							\$0
Fund Balance							\$0
Totals	\$41,000	\$43,000	\$0	\$0	\$0	\$0	\$84,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$240,000	\$240,000					\$480,000
Totals	\$240,000	\$240,000	\$0	\$0	\$0	\$0	\$480,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants		\$156,000					\$156,000
Rates/User Fees	\$240,000	\$84,000					\$324,000
Contributions							\$0
Fund Balance							\$0
Totals	\$240,000	\$240,000	\$0	\$0	\$0	\$0	\$480,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:


Please limit responses to size of box

Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$75,000					\$75,000
Totals	\$0	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees	\$75,000	\$75,000					\$150,000
Contributions							\$0
Fund Balance							\$0
Totals	\$75,000	\$75,000	\$0	\$0	\$0	\$0	\$150,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees			\$75,000	\$372,130	\$372,130		\$819,260
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$75,000	\$372,130	\$372,130	\$0	\$819,260



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:



Project Title:

Location:

Description:

Justification:

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$300,000				\$300,000
Totals	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees			\$300,000				\$300,000
Debt							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

Please limit responses to size of box

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

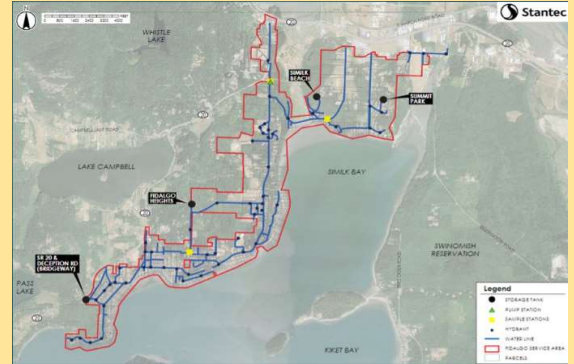
 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year			\$75,000	\$825,000	\$0		\$900,000
Totals	\$0	\$0	\$75,000	\$825,000	\$0	\$0	\$900,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees			\$75,000	\$825,000			\$900,000
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$75,000	\$825,000	\$0	\$0	\$900,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan


Facility Type: **Water System**

Project Title: **South Fidalgo Island Water System Pipeline Replacement**

Location: **South Fidalgo Water System area**

Description: **Replace pipeline in South Fidalgo Water System area.**

Justification: **Aging materials**

In Previous CFP? **Yes** Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP: **No change**

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year				\$710,000		\$745,500	\$1,455,500
Totals	\$0	\$0	\$0	\$710,000	\$0	\$745,500	\$1,455,500

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees				\$710,000		\$745,500	\$1,455,500
Contributions							\$0
Fund Balance							\$0
Totals	\$0	\$0	\$0	\$710,000	\$0	\$745,500	\$1,455,500

Gen Gov

	2024	2025	Amended 2025	2025 Change
Total	\$ 385,000	\$ 2,170,000	\$ 1,611,650	\$ (558,350)

Total Funding	\$ 385,000	\$ 2,170,000	\$ 1,611,650
Funding Source			
Taxes			\$ -
Reet		\$ 90,000	\$ 170,000
Utility Tax			\$ -
Impact Fees			\$ -
Grants			\$ -
Rates/User Fees			\$ -
Contributions	\$ 10,000	\$ 150,000	\$ 150,000
Fund Balance/Reserves	\$ 375,000	\$ 1,930,000	\$ 1,291,650

Proposal Name	2024	2025	Amended 2025	2025 Change	Notes
Gen Gov - Creosote Pile Removal and Replacement at City Owned Travel Lift Float and Dock	\$ 120,000	\$ 180,000	\$ 250,000	\$ 70,000	Executive session requested updated estimate
Gen Gov - Repair the City Breakwater		\$ -	\$ 280,000	\$ 280,000	Executive Session requested The City breakwater is 30 years old and is experiencing Signiant corrosion and deterioration and needs to be repaired be fore it experiences significant failure.
Gen Gov - Enterprise Resource Planning (ERP) System replacement	\$ 150,000	\$ 1,650,000	\$ 671,650	\$ (978,350)	updated estimate for year 1
Gen Gov - Museum - Storage workshop construction	\$ 30,000	\$ 330,000	\$ 290,000	\$ (40,000)	\$40k shifting to 2026
Gen Gov - Mitel Phone System replacement		\$ -	\$ 40,000	\$ 40,000	The City's Mitel phone system will not be supported after late 2025. The Mitel system is part of the City's computer network system, thereby creating a weakness in the City's computer system that could potentially be taken advantage of by nefarious actors.
Gen Gov - DAA Beautification and other	\$ 35,000	\$ -	\$ 80,000	\$ 80,000	see project detail
Gen Gov - Downtown Welcome Arch	\$ 50,000	\$ -	\$ -	\$ -	no change
Gen Gov - Parking Plan	\$ -	\$ 10,000	\$ -	\$ (10,000)	moved to planning dept. operating budget

Project Summary Sheet							
Project Costs:	2024	2025	2026	2027	2028	2029	Total
Gen Gov - Enterprise Resource Planning (ERP) System	\$150,000	\$671,650	\$277,000	\$289,000	\$302,000	\$316,000	\$2,005,650
Mitel Phone System replacement	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Museum Storage Workshop Construction	\$30,000	\$290,000	\$40,000	\$0	\$0	\$0	\$360,000
Creosote Pile Removal and Replacement at City	\$120,000	\$250,000	\$0	\$0	\$0	\$0	\$370,000
Repair the City Breakwater	\$0	\$280,000	\$0	\$0	\$0	\$0	\$280,000
Gen Gov - DAA Beautification and other	\$35,000	\$80,000	\$0	\$0	\$0	\$0	\$115,000
Gen Gov - Downtown Welcome Arch	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Totals	\$385,000	\$1,611,650	\$317,000	\$289,000	\$302,000	\$316,000	\$3,220,650
Project Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REET	\$0	\$170,000	\$40,000	\$0	\$0	\$0	\$210,000
Utility Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Rates/User Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contributions	\$10,000	\$150,000	\$0	\$0	\$0	\$0	\$160,000
Fund Balance/Reserves	\$375,000	\$1,291,650	\$277,000	\$289,000	\$302,000	\$316,000	\$2,850,650
Totals	\$385,000	\$1,611,650	\$317,000	\$289,000	\$302,000	\$316,000	\$3,220,650



ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:



Project Title:

Location:

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. Eden will be discontinued in February 2027.

Justification: The City has been utilizing Tyler Technology's Eden application as an ERP for over 20 years. Tyler is no longer supporting EDEN and the application will stop being supported in 2027. The initial stages of this process is to develop a needs assessment and discovery process to analyze what the City needs are. This will include hiring a consultant and devoting significant City staff time to working thru the needs assessment. An implementation can take up to 2+ years to complete.

In Previous CFP? Click on box/click on arrow to select

If yes, nature of Change from Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$150,000	\$671,650	\$277,000	\$289,000	\$302,000	\$316,000	\$2,005,650
Totals	\$150,000	\$671,650	\$277,000	\$289,000	\$302,000	\$316,000	\$2,005,650

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance	\$150,000	\$671,650	\$277,000	\$289,000	\$302,000	\$316,000	\$2,005,650
Totals	\$150,000	\$671,650	\$277,000	\$289,000	\$302,000	\$316,000	\$2,005,650


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

 Project Title:

 Location:

Description:

The City's Mitel phone system will not be supported after late 2025. The Mitel system is part of the City's computer network system, thereby creating a weakness in the City's computer system that could potentially be taken advantage of by nefarious actors.

Justification:

The City's computer network system could be put at risk nefarious activity by computing ne'erdowells.

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$40,000					\$40,000
Totals	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance		\$40,000					\$40,000
Totals	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

 Facility Type:

 Project Title:

 Location:

 Description:

 Justification:

 In Previous CFP? Click on box/click on arrow to select

 If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$30,000	\$290,000	\$40,000				\$360,000
Totals	\$30,000	\$290,000	\$40,000	\$0	\$0	\$0	\$360,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET		\$90,000	\$40,000				\$130,000
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions		\$150,000					\$150,000
Fund Balance	\$30,000	\$50,000					\$80,000
Totals	\$30,000	\$290,000	\$40,000	\$0	\$0	\$0	\$360,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

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.

Justification:

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

In Previous CFP? Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year	\$120,000	\$250,000					\$370,000
Totals	\$120,000	\$250,000	\$0	\$0	\$0	\$0	\$370,000

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance	\$120,000	\$250,000					\$370,000
Totals	\$120,000	\$250,000	\$0	\$0	\$0	\$0	\$370,000


ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type:

Project Title:

Location:

Description:

Justification:

In Previous CFP?

Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Costs by year		\$280,000					\$280,000
Totals	\$0	\$280,000	\$0	\$0	\$0	\$0	\$280,000

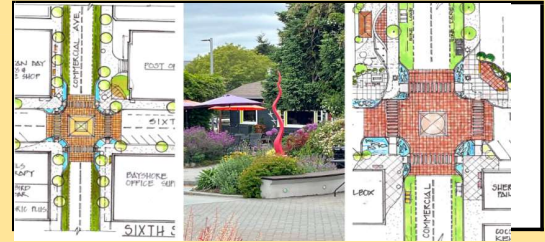
Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							\$0
REET							\$0
Utility Tax							\$0
Impact Fees							\$0
Grants							\$0
Rates/User Fees							\$0
Contributions							\$0
Fund Balance		\$280,000					\$280,000
Totals	\$0	\$280,000	\$0	\$0	\$0	\$0	\$280,000

ANACORTES
WASHINGTON

City of Anacortes
Project Detail Worksheet
2024-2029 Capital Facilities Plan

Facility Type: **General Government**

Insert and Resize Picture Here

Project Title: **DAA Beautification and other**Location: **Commercial Avenue from 11th to 2nd**

Description:

Continued partnership with the DAA

Justification:

Continue to support the Downtown Anacortes Alliance

In Previous CFP? **Yes** Click on box/click on arrow to select

If yes, nature of
Change from
Previous CFP:

ongoing activities

Projected Costs:	2024	2025	2026	2027	2028	2029	Total
Downtown Framework Plan	\$35,000	\$80,000					\$115,000
Sub Project Placeholder							
Totals	\$35,000	\$80,000					\$115,000

2024

Funding Sources:	2024	2025	2026	2027	2028	2029	Total
Taxes							
REET		\$80,000					\$80,000
Utility Tax							\$0
Impact Fees							\$0
Grants							
Rates/User Fees							\$0
Contributions							
Fund Balance	\$35,000					\$0	\$35,000
Totals	\$35,000	\$80,000	\$0	\$0	\$0	\$0	\$115,000

Appendix 1: Existing Infrastructure Inventory

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

General Government

Name	Location	Year Built	Size (SF)	Notes
City Hall	904 6 th St.	1915/1926	31,846	Includes Parks/Rec, Finance, Planning, Building, Engineering, Admin. Services Departments; Mayor's Office, City Council Chambers; Boys' & Girls' Club in basement
Maintenance Shop	2201 37 th St.	1977	15,164	Also serves as bus barn to ASD; includes truck storage, equipment shed, pressure booster station, water inventory, and storage/water debris
Library	1210 10 th St.	2003	28,478	Includes public library, public meeting rooms, playground equipment
Anacortes Museum	1305 8 th St.	1910	2,500	Built as a Carnegie Library; National Register of Historic Places.
WT Preston	713 R Ave.	Acquired 1983	N/A	Steam-powered sternwheeler on dry land, originally constructed in 1939, National Historic Landmark
Anacortes Maritime Heritage Center	713 R. Ave	2005	1,912	Museum exhibits featuring Anacortes' maritime heritage
Anacortes Senior Activity Center	1701 22 nd St.	1995	11,385	Senior center; also used for community meetings.
Heart of Anacortes	315 O Ave.	Stage – 2012 Restroom - 2010		Public restroom facility & music/community venue; includes concession/bathroom, fence & stage
Thompson Train Building.	605 R Ave.			
Tommy Thompson Trail Public Restroom	2219 R Ave.			
Downtown Archway	11 th & Commercial			
Public concrete floating dock & ramp	Fidalgo Bay / 30 th St.			City leases property from DNR; owns structures
Industrial User Boat Ramp	Fidalgo Bay / 30 th St.			City owns property
Public concrete travel lift pier and concrete floating docks	Fidalgo Bay / W Ave.			City leases property from DNR; owns structures
Land/No structures				
Anacortes Theater property & public parking Lot	415 O Avenue	-	15,000	City leases land to the Theater; owns north public parking area
6 th & Q parking lot	511 Q Ave.		19,000	Provides additional city vehicle parking and public parking

Public Safety Buildings

Name	Location	Year Built	Size (SF)	Type
Public Safety Building	1218 24 th St.	2000	17,000	Includes police station, courtroom, and generator
Main Fire Station	1016 13 th St.	1993	10,464	
Norman Brown (West End) Fire Station	5209 Sunset Ave.	1993	3,306	Includes building and generator building
March Point Fire Station	9029 Molly Lane	2009	2,842	Leased facility

Water System

Name	Location	Notes
Anacortes Water Treatment Plant Capable of 42MGD, expandable to 55MGD	14489 Riverbend Rd., Mount Vernon	Includes lime storage building, old treatment building, maintenance shed, power substation & generator, switch gear building an generator, standby generators (2), fuel tanks (2), surge tank, pump station, switch gear building, water tank storage, main treatment plant and chemical building; some of these buildings are proposed for demolition
Skagit River Intake Structure Two 1.5 MG reservoirs	14301 Avon-Allen Rd. Whistle Lake Rd. / Blue Heron Circle	Constructed in 2018; includes booster station, reservoirs & generator
2 MG 29 th St. Reservoir	29 th St.	
2 MG Skyline Reservoir	3802 Marine Heights Way / 4000 Clyde Way	Includes reservoir, pump station, generator and telemetry equipment.
Fidalgo Bay Estates Reservoir & Booster station	San Juan Hill	30,000 gallons used for local storage; Includes pump station, telemetry, generator
2012 Pennsylvania Booster Station (Tursi)	2102 Pennsylvania	Includes booster station and generator building
Pipelines		
Transmission pipelines	From WTP to 3MG reservoir	Two 36" diameter steel pipes
Transmission pipelines	Spur to March Point refineries	20" diameter pipe
Transmission pipeline	Spur to Deception Pass	10" and 16" diameter pipes
Service and transmission pipelines	Various	842,247 lineal feet of ductile iron, asbestos cement, steel, concrete, PVC, cast iron, and galvanized iron pipes.
Other		
Water Valves	Various	3,521 water valves
Water Meters	Various	8,074 existing / 7,582 active
Fire Hydrants	Various	City – 922 County – 118 Private - 58
Pressure Reducing Valves	Various	25 pressure reducing stations
Interties	Various	Interties with wholesale customers

Wastewater System

Name	Location	Notes
Wastewater Treatment Plant Processing capacity of 7.8MGD	500 T Ave.	Treatment for over 4,307 acres of residential and commercial customers; includes admin/shop, solids handling, primary

		treatment, secondary treatment & aeration, effluent pump station, secondary clarifier and basin, splitter box and generator
Gravity Sewers (including trunks, interceptors, laterals, force mains, outfalls)	Various	106.2 miles of sewer ranging from 4" to 36", including clay, concrete, ductile iron, HDPE, and PVC
Lift Stations		Year Constructed
Lift Station #1	3911 Mallard Pl.	2000
Lift Station #2	4105 Mitchell Dr.	1983
Lift Station #3	2322 11 th St.	2000
Lift Station #4	2819 / 2803 T Ave.	2001
Lift Station #5	1118 Edwards Way	2005
Lift Station #6	3009 B Ave.	2000
Lift Station #7	1411 I Ave.	1991
Lift Station #8	418 2 nd St.	1997
Lift Station #9	416 2 nd St.	1997
Lift Station #10	201 Curtis Dr.	1998
Lift Station #11	203 E. Park Dr.	1978
Lift Station #12	103 5 th St.	2007
Lift Station #13	5918 Cabana Ln.	2010
Lift Station #14	2100 Ferry Terminal Rd.	1992; includes pump station and telemetry
Lift Station #15	1200 B Ave.	2005
Lift Station #16	4533 Anaco Beach Rd.	2005
Lift Station #17	1517 R. Ave.	2010
Lift Station #18	8071 S. March Pt. Rd.	2004
Lift Station #19	12493 Bartholomew Rd.	Mothballed
Lift Station #20	9430 S. March Pt. Rd.	2004
Lift Station #21	2708 Fircrest Blvd.	2005; includes generator/telemetry
Lift Station #22	1016 13 th St.	2009; includes pump station & generator
Lift Station #23	1915 13 th St.	2009
Overflows		
B Avenue Combined Sewer Overflow	Northern end of B Ave., appx. 180' north of 11 th St.	
Q Avenue Combined Sewer Overflow	2 nd St. & Commercial Ave.	
Other		Number
Sanitary Sewer Manholes	Various	2,451
Clean outs (including stubs and tees)	Various	345
Structures connected to city sewer	Various	7,136

Stormwater System

Drainage Basin	Outfalls	Catch Basins	Detention Facilities	Ditch (Lineal Ft.)	Pipe (Lineal Ft.)	Notes
Guemes Channel Drainage Basin	30	1,235	39	45,434	159,881	
Burrows Bay Drainage Basin	14	510	13	18,225	77,046	
Fidalgo Bay Drainage Basin	34	1,371	28	133,788	196,632	
Padilla Bay Drainage Basin	1	7	11	74,521	3,619	
Similk Bay Drainage Basin	1	18	2	26,123	1,933	

Parks, Trails, and Recreation Facilities

Name	Location	Size	Notes
Ace of Hearts Rotary Park	H Ave. & 38 th St.	5 acres	
Alice Parchman Newland Park	R Ave.	10 acres	
Ben Root Skate Park	N. end of Alice Parchment Newland Park	2 acres	
Cap Sante Park	S. end of W Ave.	37 acres	
Causland Memorial Park	8 th St. & N Ave.	2 acres	
Clearidge Park	Blakely Pl.	0.8 acres	
The Depot Arts Center	7 th St. & R Ave.	5.75 acres	Includes arts building/old Great Northern Railway building (built in 1909)
Grand View Cemetery	411 Hillcrest Drive	12 acres	
Kiwanis Waterfront Park	W. of Guemes Ferry Dock	2 acres	
N Avenue Park	2 nd St. & N Ave.	0.4 acres	
Roadside Park	Jackson Ave.	0.3 acres	
Rotary Park	Market St. & T Ave.	1.5 acres	
Storvik Park	Between 29 th & 32 nd St.	8.7 acres	Includes restroom and playground equipment
Ship Harbor Interpretive Preserve	Edwards Way	30 acres	
Shugarts Playground	Adjacent to the Library	0.25 acres	
Tommy Thompson Parkway	Between 9 th St. & Q Ave.	3.3 miles	
Volunteer Park	14 th St. & H Ave.	24 acres	Partially owned by Anacortes School District. Includes field house, restroom, dugouts, press box/bleachers, storage building, AR Daniels turf, light standards, scoreboards, picnic shelter, south field maintenance/shop, Kiwanis Meadows P/G, fencing, flagpoles, batting cages, M&D storage building
Washington Park	Sunset Ave.	220 acres	Includes, upper and lower restrooms, pay machines, picnic shelters, dwelling, maintenance shop, playground equipment, Includes playground shelter
John and Doris Tursi Park	W. 12 th and Pennsylvania Ave.	3 acres	
29th St. Playground	29 th St. & Q Ave.	0.5 acres	
Little Cranberry Lake Forest Lands (ACFL)	Georgia Ave.	703 acres	
Whistle Lake Forest Lands (ACFL)	Whistle Lake Road	1,604 acres	Includes vault toilet, Mt. Erie communications building
Heart Lake Forest Lands (ACFL)	Heart Lake Road	452 acres	
Gazebo	5 th & T		
Trails		Miles	
Washington Park Trails	Washington Park	2.97 miles	
ACFL Trails	Various	54.88 miles	
S.H.I.P. Trail	North end of Edwards Way	0.28 miles	
Guemes Channel Trail	Guemes Channel, between Edwards Way and Lovric's Marina	.5 miles	

Transportation

Name	Lineal Feet	Miles	Notes
Principal Arterials (State Route 20)	53,014	10.0	
Minor Arterials	18,419	3.5	
Collector Arterials	119,747	22.7	
Local Streets	419,356	79.4	
Park streets	25,573	4.8	
Private	27,566	5.2	
Paved streets	550,022	104.2	
Gravel streets	23,344	4.4	
Parks paved roads	34,814	6.6	
Parks gravel roads	1,747	0.3	
Paved alleys	21,707	4.1	
Gravel alleys	68,314	12.9	
Grass alleys	5,633	1.1	

Fiber

Name	Location	Qty	Notes
Optical Line Terminal #1	Fiber equipment room at CoA Library	1	Nokia 7360 ISAM FX-16 with 16 GPON line cards
Optical Line Terminal #2	Equipment cabinet in Skyline area	1	Nokia 7360 ISAM FX-8 with 8 GPON line cards
Router	Fiber equipment room at CoA Library	1	Nokia 7210 SAS R6 with eight 10 Gbps interfaces, twenty-two 1 Gbps interfaces, and two unpopulated line card slots
DC Battery Set	Fiber equipment room at CoA Library	1	Direct current batteries providing 48 vDC power to Optical Line Terminal and Router.
Outside Plant	Throughout City	n/a	(i) aerial & underground backbone cables containing 288, 144, 96, or 48 optical fibers; (ii) cabinets containing passive 1x4 optical splitters; (iii) multi-port service terminals containing passive 1x4 or 1x8 optical splitters; (iv) underground vaults; and (v) aerial & underground service drop cables containing 1 optical fiber between backbone cables & customer premises.

Appendix 2: 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.



City Council Agenda Bill

Meeting Date: November 18, 2024 **Agenda Item:** 7.a.

Agenda Item Title: Ordinance 4089: Setting the City's 2025 Property Tax Levy Increase

Staff Contact(s): Steve Hoglund

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Greg Francioch	Ordinance
Steve Hoglund	
Darcy Swetnam	

Item Summary: Following the public hearing held October 7, 2024 as required by RCW 84.55.120, the City Council can increase the property tax levy by 1% if an ordinance is approved by a majority of its members. The regular property tax levy will also increase by the amount of new construction added to the tax rolls, which, at this time, is estimated to be \$54,848 by Skagit County.

Budget Impact:
1% of the 2024 Property Tax levy is \$84,055.

Previous Action: Public hearing on revenue sources on [October 7, 2024](#), and first read on [November 12, 2024](#).

Recommended Motion: I move to adopt ordinance 4089 setting the 2025 property tax levy increase.

Alternative Actions: Do not adopt, direct staff to rebalance budget without levy increase.

Attachments (listed in order presented):

1. Ord 4089 2025 1% Property Tax Increase
2. CPI Prop Tax Compare

ORDINANCE NO. 4089

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANACORTES,
SETTING THE CITY'S YEAR 2025 PROPERTY TAX REGULAR LEVY INCREASE

WHEREAS, the City Council of the City of Anacortes attest that the population of the City of Anacortes is more than ten thousand; and

WHEREAS, pursuant to RCW 35A.33.135, the City Council is required to determine and fix by ordinance the amount to be raised by ad valorem taxes; and

WHEREAS, pursuant to RCW 84.55.120 the City Council held a public hearing October 7, 2024, on the City's revenue sources for the 2025 current expense budget, which included consideration of a 1% property tax increase, and

WHEREAS, after the hearing and after duly considering all relevant evidence and testimony presented, the City Council has determined that the City of Anacortes requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction and improvements to property and any increase in value of state-assessed property, in order to discharge the expected expenses and obligations of the City, and

WHEREAS, RCW 84.55.120 requires that the increase in the property tax levy over the prior year be stated both as to dollars and percentage.

NOW THEREFORE, the City of Anacortes does ordain:

Section 1: the City Council of the City of Anacortes does hereby fix and establish a regular property tax levy increase for 2025 in the amount of \$84,055, which is a percentage increase of one percent (1%) from the previous year.

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

ADOPTED, at the regular meeting of the City Council of the City of Anacortes, this 18th day of November 2024, by a majority of the members.

City of Anacortes, Washington

BY:

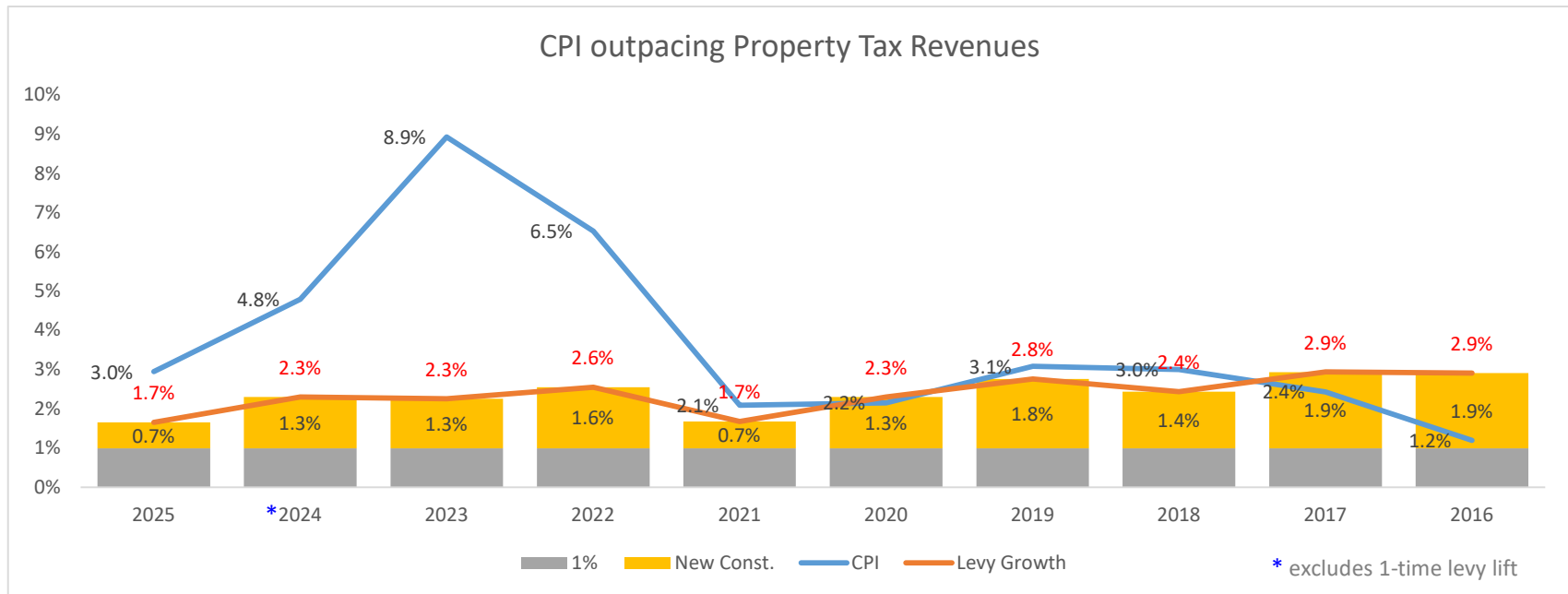
Matt Miller, Mayor

ATTEST:

Steven D. Hoglund, City Clerk

APPROVED AS TO FORM:

Darcy Swetnam, WSBA #40530
City Attorney





City Council Agenda Bill

Meeting Date: November 18, 2024 **Agenda Item:** 7.b.

Agenda Item Title: Amendment to Interlocal Agreement #IL267 with Skagit County

Staff Contact(s): Bill Harris

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Tiffany Matson	Contract Modification
Bill Harris	

Item Summary: City staff seeks City Council consent to execute Amendment #4 to Interlocal Agreement 267 with Skagit County. This amendment extends the term of the agreement through June 30, 2025.

Background: Historically the Skagit County EMS office has provided ongoing training to the county EMTs through a small group of instructors, some of which only worked with a small group of providers in the field and/or did not have much field experience at all. In order to provide a high level of instructors and to facilitate providers that work together, training together the county has moved to a "Training Hub" model for training. In the training hub Anacortes Fire Department, Burlington Fire Department, Mount Vernon Fire Department, and Sedro Woolley Fire Department, are now compensated to provide this training to the EMT's in their surrounding Fire Districts.

The county compensates the Fire Department for our instructor's time, provides all training materials and curriculum and provides training for our instructors. The original ILA allows us (Anacortes Fire Department) to perform as a county "training hub" for EMS providers including Fire Districts 11, 13, 17, and Town of LaConner.

Budget Impact:

Previous Action: [Interlocal 267](#) was approved at the [8/6/18](#) Council meeting. [Amendment 1](#) was approved at the [3/4/19](#) Council meeting. [Amendment 2](#) was approved at the [2/10/20](#) meeting. [Amendment 3](#) was approved at the [12/19/2022](#) meeting.

Recommended Motion: I move that City Council authorize the Mayor to execute Amendment #4 to Interlocal Agreement 267 between City of Anacortes and Skagit County.

Alternative Actions: Not approve the amendment; propose changes; allow the interlocal to expire on 12/31/24.

Attachments (listed in order presented):

1. IL267 Amendment 4

**AMENDMENT #4
ORIGINAL AGREEMENT #C20180462**

City of Anacortes herein called "City", and Skagit County, hereinafter called "County" agree to amend Agreement No. C20180462, as set forth below under "Terms of Amendment #4."

TERMS OF AMENDMENT #4:

Term extended to June 30, 2025.

All other terms and conditions of the original contract and any previous amendments shall remain in effect.

Date: _____

CITY OF ANACORTES

Signature of Authorized Signatory

Matt Miller
Print Name

Mailing Address:
904 6th Street
PO Box 547
Anacortes, WA 98221

Telephone No. 360-293-1900



City Council Agenda Bill

Meeting Date: November 18, 2024 **Agenda Item:** 7.c.

Agenda Item Title: Interlocal #24-282-PLN-001 Accepting the Paper to Digital Permitting Grant

Staff Contact(s): John Coleman, Rob Frisinger

<u>Approved for Submittal to Council by</u>	<u>Action Type</u>
Tiffany Matson	Contract Award
John Coleman	

Item Summary: City staff requests Council acceptance of a \$197,335 grant from the Washington State Department of Commerce, and authorization for the Mayor to sign the Paper to Digital Permitting Grant agreement. The purpose of this Paper to Digital Grant Program is to provide funding for jurisdictions to transition from paper permitting systems to software systems capable of processing digital permit applications, virtual inspections, electronic review and with the capacity for video storage. This project aims to provide a cohesive permitting experience for applicants and staff. It will provide a direct connection between our permitting software and our document retention system, an analysis and tune up of our current permit software to render a more usable system, and video inspection capability. It will complete the digitization of our paper building permit records so that staff do not have to spend time hunting for old records to help applicants who intend to use historical records as a basis for future work/projects.

History: With the implementation of SB 5290 permitting processes are held to a time limit and cities are encouraged to shift to digital permitting systems in order to streamline permit delivery. As part of this, grant funding was made available for cities to transition to digital systems and enhance the functionality of existing digital systems. Anacortes purchased a system in 2022 and implemented it over 2022 and mid 2023. The current system does not work as well as we would like or as well as the vendor has promised. The funding from this grant will cover the cost of improving the current system as well as analyzing our review process within PCED and between departments. The grant funding will also contribute to the cost of digitizing historical building permit documents that are languishing in the basement.

Budget Impact:

Receipt of \$197,335.

Previous Action: N/A

Recommended Motion: I move that City Council authorize the Mayor to execute Interlocal Cooperation Agreement 24-282-PLN-001 between the City of Anacortes and Washington State Department of Commerce.

Alternative Actions: Not approve the interlocal.

Attachments (listed in order presented):

1. 24-282-PLN-001



Interagency Agreement with

City of Anacortes

through

Growth Management Services

**Contract Number:
25-63342-201**

For

Paper to Digital Permitting Grant

Dated: Date of Execution

Table of Contents

TABLE OF CONTENTS.....	2
FACE SHEET.....	3
SPECIAL TERMS AND CONDITIONS.....	4
1. AUTHORITY.....	4
2. CONTRACT MANAGEMENT	4
3. COMPENSATION	4
4. BILLING PROCEDURES AND PAYMENT	4
5. SUBCONTRACTOR DATA COLLECTION	5
6. INSURANCE.....	5
7. FRAUD AND OTHER LOSS REPORTING	5
8. ORDER OF PRECEDENCE	5
GENERAL TERMS AND CONDITIONS.....	6
1. DEFINITIONS	6
2. ALL WRITINGS CONTAINED HEREIN	6
3. AMENDMENTS	6
4. ASSIGNMENT	6
5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION	6
6. COPYRIGHT	7
7. DISPUTES	7
8. GOVERNING LAW AND VENUE	8
9. INDEMNIFICATION	8
10. LICENSING, ACCREDITATION AND REGISTRATION	8
11. RECAPTURE.....	8
12. RECORDS MAINTENANCE	8
13. SAVINGS	8
14. SEVERABILITY.....	8
15. SUBCONTRACTING	9
16. SURVIVAL.....	9
17. TERMINATION FOR CAUSE	9
18. TERMINATION FOR CONVENIENCE.....	9
19. TERMINATION PROCEDURES.....	9
20. TREATMENT OF ASSETS	10
21. WAIVER	11
ATTACHMENT A: SCOPE OF WORK	12
ATTACHMENT B: BUDGET	13

Face Sheet

Contract Number: 25-63342-201

**Local Government Division Growth Management Services
Paper to Digital Grant**

1. Contractor City of Anacortes 904 6th Street City of Anacortes, WA 98221-1716		2. Commerce Regional Planner Lexine Long Lexine.Long@commerce.wa.gov (360) 480-4498	
3. Contractor Representative Rob Frisinger robf@anacorteswa.gov		4. COMMERCE Representative Jo Anne Wright Senior Planner (509) 601-0385 joanne.wright@commerce.wa.gov	
5. Contract Amount \$197,335	6. Funding Source Federal: ☐ State: ☒ Other: ☐ N/A: ☐	7. Start Date Date of Execution	8. End Date June 30, 2025
9. Federal Funds (as applicable) Federal Agency: <u>ALN</u>			
10. Tax ID #	11. SWV # 0000302-00	12. UBI # 91-6001227	13. UEI #
14. Contract Purpose The purpose of this Paper to Digital Grant Program is to provide funding to a jurisdiction to transition from paper permitting systems to software systems capable of processing digital permit applications, virtual inspections, electronic review and with the capacity for video storage.			
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work and Attachment "B" – Budget.			
FOR CONTRACTOR _____ Matt Miller, Mayor _____ Signature _____ Date		FOR COMMERCE _____ Mark Barkley, Assistant Director _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	

Special Terms and Conditions

1. AUTHORITY

COMMERCE and Contractor enter into this Contract pursuant to the authority granted by Chapter 39.34 RCW.

2. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

3. COMPENSATION

COMMERCE shall pay an amount not to exceed \$197,335, for the performance of all things necessary for or incidental to the performance of work under this Contract as set forth in the Scope of Work.

4. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly nor less than quarterly.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 25-63342-. If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Invoices and End of Fiscal Year

Invoices are due on the 20th of the month following the provision of services.

Final invoices for a state fiscal year may be due sooner than the 20th and Commerce will provide notification of the end of fiscal year due date.

The Contractor must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will

be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).

5. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Contract performed by subcontractors and the portion of Contract funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

6. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable.

7. FRAUD AND OTHER LOSS REPORTING

Contractor shall report in writing all known or suspected fraud or other loss of any funds or other property furnished under this Contract immediately or as soon as practicable to the Commerce Representative identified on the Face Sheet.

8. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget

General Terms and Conditions

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A.** "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B.** "COMMERCE" shall mean the Washington Department of Commerce.
- C.** "Contract" or "Agreement" or "Grant" means the entire written agreement between COMMERCE and the Contractor, including any Attachments, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D.** "Contractor" or "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E.** "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- F.** "State" shall mean the state of Washington.
- G.** "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

3. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A.** "Confidential Information" as used in this section includes:
 - i.** All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
 - ii.** All material produced by the Contractor that is designated as "confidential" by COMMERCE; and

iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

- B.** The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C.** Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the

majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this Contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this Contract. Before suspending or terminating the Contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the Contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the Contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the Contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this Contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days' written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this Contract, COMMERCE, in addition to any other rights provided in this Contract, may require the Contractor to deliver to COMMERCE any property specifically produced

or acquired for the performance of such part of this Contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this Contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the Contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the Contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this Contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this Contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this Contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this Contract, or (ii) commencement of use of such property in the performance of this Contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A.** Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this Contract.
- B.** The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C.** If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D.** The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract.
- E.** All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Attachment A: Scope of Work

Deliverable 1.1	Laserfiche connector on Smartgov side
Deliverable 1.2	Laserfiche connection on City Side
Deliverable 1.3	Staffing to clear backlog of existing SG to LF
Deliverable 2.1	Workflow analysis and recommendations for system tune-up
Deliverable 2.2	Implementation of workflow improvement recommendations
Deliverable 2.3	Training staff in permitting software use (includes project management for map connector and parcel connector)
Deliverable 2.4	Implementing GIS connector
Deliverable 2.5	Automating parcel updates
Deliverable 2.6	Configure Bluebeam to Smartgov connector
Deliverable 3.1	Video inspection search
Deliverable 3.2	Implementation of video inspection system
Deliverable 3.3	Video storage implementation
Deliverable 4.1	Scoping/vendor search of paper to digital storage to facilitate permit issuance and productivity
Deliverable 4.2	Temp Staff to sort paper documents for digitization
Deliverable 4.3	Digitization process outsourced
Deliverable 4.4	Temp staff to import files to LF.
Deliverable 5	Final report on transition from paper to digital including lessons learned

Attachment B: Budget

Deliverable 1.1	Laserfiche connector on Smartgov side	\$3,562.50
Deliverable 1.2	Laserfiche connection on City Side	\$3,562.50
Deliverable 1.3	Staffing to clear backlog of existing SG to LF	\$10,000.00
Deliverable 2.1	Workflow analysis and recommendations for system tune-up	\$22,000
Deliverable 2.2	Implementation of workflow improvement recommendations	\$34,000
Deliverable 2.3	Training staff in permitting software use (includes project management for map connector and parcel connector)	\$6,412.50
Deliverable 2.4	Implementing GIS connector	\$1,425.00
Deliverable 2.5	Automating parcel updates	\$3,562.50
Deliverable 2.6	Configure Bluebeam to Smartgov connector	\$1,710.00
Deliverable 3.2	Implementation of video inspection system	\$5,000
Deliverable 4.2	Temp Staff to sort paper documents for digitization	\$20,000
Deliverable 4.3	Digitization process outsourced	\$76,100
Deliverable 4.4	Temp staff to import files to LF.	\$10,000
Total Grant	Total Grant	\$197,335