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Mayor's Budget Message

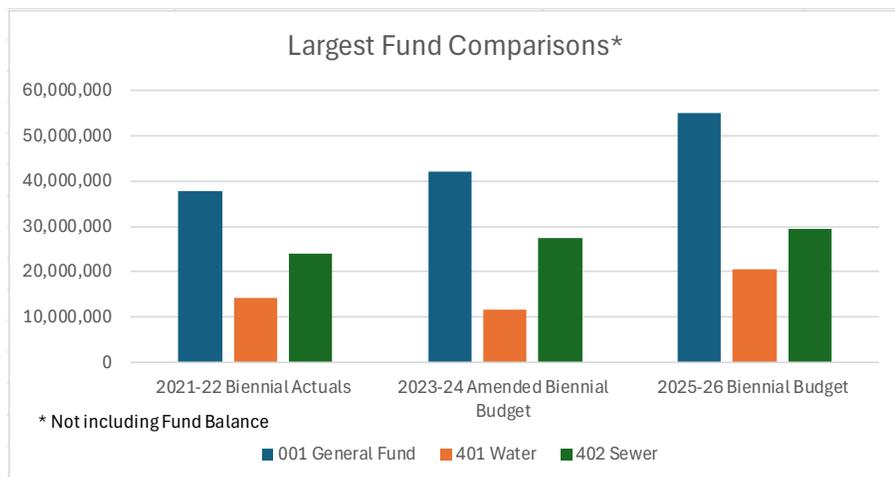


To the City Councilmembers and Oak Harbor Residents,

I am pleased to present my budget proposal for the City of Oak Harbor's 2025-2026 biennium budget and capital spending plan. Creating the budget requires teamwork and I greatly appreciate the contributions from our City Administrator, Deputy City Administrator/Finance Director, and many staff. This budget should encompass the priorities expressed by the City Council which are included within this document.

The document adheres to the City's financial management policies and contains resources and revenues to fund all City funds, departments, and programs. After this message, you will find explanations for changes are highlighted to ease references to revenues and appropriations. No major changes to Oak Harbor's financial policies are proposed and this budget continues the base budget concept that streamlines the budget process while also introducing programs into the budgeting process for the first time. The intent of programs is to provide the City Council and all stakeholders with a better understanding of City operations, tie dedicated revenues to City services, and to refine performance measures to help decision makers better understand program performance trends.

The Council Priorities Section following my message demonstrates how the Council's identified priorities are included in the budget. With these focus areas, along with maintaining services to our community our budget proposal totals \$326.7 million for the next biennium compared to \$284.0 million in the prior biennium. The increase can



be primarily attributed to growth in budgeted fund balance, internal interfund allocations and transfers, and the inclusion of project priorities. Additional details about how this recommended budget compares to prior years is detailed throughout this document.

As the City is in the service business, personnel costs are a substantial part of any city budget. These costs comprise around 60% of the General Fund budget, which is typical of full-service municipalities in Washington State. To demonstrate our commitment to City staff, I have included Cost of Living Adjustments (COLA) of 2.5% in 2025 and 2.0% in 2026 for non-represented City employees. COLA increases for union employees are addressed in the union contracts (Teamsters, Police, and Fire). Additionally, funding for education and training has been bolstered because developing our staff is important to this Administration. This is part of putting one of our most valuable assets, employees, first.

I am happy to support the decision by City Council to lower wastewater utility rates starting in 2025 and keep the other utility rates steady. I would like to thank the innovative leadership of the Deputy City Administrator/Finance Director, the Public Works Director, and their staff for this achievement. The rate stabilization is the result of the continued drive for efficiencies in our operations and the use of American Rescue Plan Act (ARPA) funds and other grant funds to offset the costs of water and sewer pipe rejuvenation and replacement. This will come as a relief to our residents and businesses that have experienced a very challenging economic period over the last four years.

We have received notifications from the City of Anacortes, our regional water provider, that our wholesale water cost will be increasing by about 22.5% and from Island County that tipping fees will be increasing by 22% from the 2024 budgeted figures. Our current water and solid waste utility rates are not sufficient to sustain these increases which will have to be passed on to our rate payers through rate adjustments.

In conjunction with the reduction to sewer rates, on July 9, 2024, the City Council increased utility taxes to be more in line with the statewide municipal average. Taxes are collected in the Utility Fund and transferred to the General Fund and the Cultural Arts Fund. Additional tax collections due to this are earmarked for public safety and indigent defense.

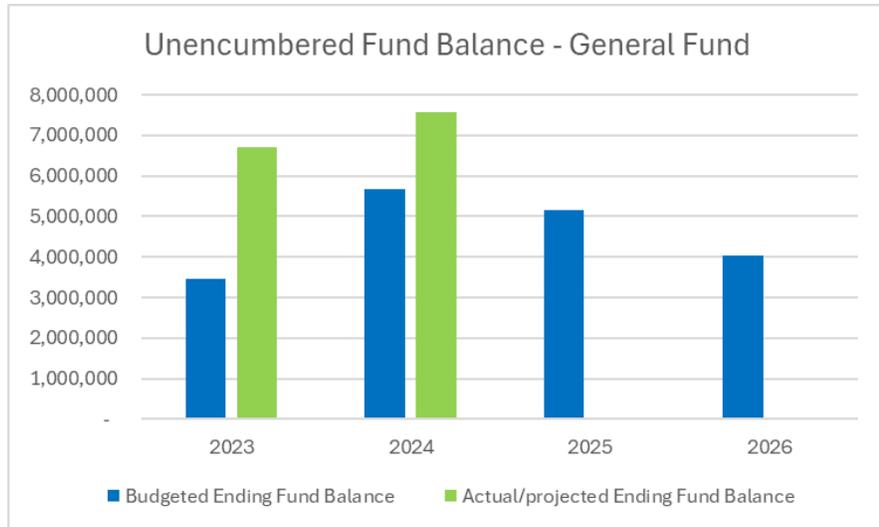
This budget contains almost \$62.9 million of capital projects for the biennial period of which almost half or \$26.3 million is budgeted to come from secured/unsecured grants or future debt. By City Council's foresight in funding the key Grants Administrator position that focuses solely on obtaining, managing, and advocating for grants, we are able to significantly ramp up our grant outreach, applications, and lobbying efforts.

Projects funded by secured grants, include the following: planning grants for the City's Central Development Area (CDA) and Comprehensive Plan, Urban Forestry Management Plan, Recreational Center Facility Feasibility Study, Sewer Inflow and Infiltration Correction, Enterprise Resources Planning (ERP) System, and generators for City Hall and The Center. Projects where grant funding is actively being pursued include the following: pickleball courts, athletic fields renovations, The Center parking lot, annual street improvements, inclusive playground, Windjammer Park Improvements, 7th Avenue wetlands trail feasibility study, safe streets implementation, and Marina projects. Grant funds are requested, where available, to help cover the costs of grant administration and management.

As compared to budgeted expectations, we were able to grow unencumbered fund balance in the City's General Fund over the last biennium. We ended 2023 with \$6.7 million as compared to the expected amount of \$3.4 million for a shift of \$3.3 million. This was due in part to better than originally budgeted property tax revenues due to the Fire Levy Lid Lift, interfund allocations, and investment earnings. We are projecting this trend to continue through 2024 along with the inclusion of the unspent portion of capital

projects that will be carried forward to be spent in the next biennial (2025 and 2026). We are currently anticipating having around \$7.6 million of unencumbered fund balance available in the General Fund for the beginning of 2025.

The 2025-2026 biennial budget for the General Fund has programmed the use of about \$3.6 million of this additional fund balance by virtue of carrying forward those on-going projects (about \$900,000); sorely needed facility repair projects (Police Station and City Hall roof restorations), new police vehicles, and other needed equipment and repairs (about \$1.4 million); allocating funding into a reserve for future facility and infrastructure replacements (about \$900,000), and the net effect of moving Recreation into the General Fund.



Lastly, let me express my appreciation to all those who make the City and this effort a success. The Council's thoughtful and collaborative decisions has helped guide the City on the right path to the future. I believe that we are surely blessed to have the Navy at Whidbey Island Naval Air Station as part of the Oak Harbor family. We are very grateful for our City staff who work tirelessly in support of our community.

No plan, no matter how much time, effort, and care went into creating it, is perfect. I look forward to your feedback. The decisions that Councilmembers make can be very challenging at times. How to best invest those resources entrusted to us by our community is a prime example. We will do everything we can to provide the Council the best information and tools to make these difficult decisions.

Sincerely,

Ronnie D. Wright
Mayor
City of Oak Harbor

2025-26 Biennial Budget Highlights

Program Performance Budgeting

What is traditional budgeting?

The most common form of budgeting that local governments use is line-item budgeting, where dollar amounts are allocated to various budget accounts categorized by type of revenue and expense. This was implemented as an innovation for governmental budgeting over 100 years ago. As a natural outgrowth of line-item budgeting, incremental budgeting is very commonly used by many government organizations. Incremental budgeting is where last year's budget is used as a basis for the upcoming year's budget. The simplicity and control of this traditional budgeting style is part of what makes it so attractive to budget officers and other local government leaders. It provides a clear framework for controlling expenditures. It is predictable, and it is easily repeatable.

What is the shortcoming of traditional budgeting?

However, the same things that were viewed as benefits when traditional budgeting was considered an innovation are now considered drawbacks; local government simply is not an environment where expenses remain static. Today's community needs are increasingly complex and change rapidly. Fundamentally, traditional budgeting lacks flexibility. When funds are allocated based on predetermined categories and incremental increases and cuts are applied in broad strokes, you end up with a budget process that cannot easily accommodate changing priorities or emerging needs. Since line-item budgets focus primarily on inputs (i.e., the expenditures), they are not usually good at demonstrating the relationship between spending and program outcomes.

What is being done to address these shortcomings?

Calls for budget reform has perpetuated modern scholarship and practice for many decades. Responding to such calls, the Government Finance Officers Association (GFOA) recognized that local governments have largely avoided innovations in budgeting due to either lack of resources or resolve. As a result, in 2020, the GFOA chartered a "Rethinking Budgeting" initiative designed to help municipal governments transition from the traditional line-item budget to more advanced types of budgeting. The Rethinking Budgeting initiative grew to become a collaborative effort between the GFOA, the International City/County Managers Association (ICMA), and the National League of Cities (NLC). The GFOA believes that the research stemming from this initiative has potential to become a new "operating system" for GFOA's budgeting guidance, which was last updated in 1998.

What is Program Performance Budgeting?

A program performance budget is considered an advanced type of municipal budget. This type of budget attempts to break down every service and operation that the City delivers and performs into smaller, easier to understand components. It ties dedicated revenues that are related to component units to city services to develop a better understanding of revenue coverage. It applies meaningful performance measurements to each program to help provide a better understanding of program outcomes and trends.

How does a city implement a Program Performance budget?

By working together as a team, we have developed 61 programs. The implementation steps are as follows:

1. Developing a service inventory: Breaking down everything done in a department into their component parts.
2. Developing programs: Building everything up into similar areas called programs.
3. Developing revenue coverage: Tying dedicated program revenues to program expenses.
4. Allocating departmental expenses: Allocating non direct program expenses within a department between programs.
5. Measuring performance: Developing meaningful and measurable (and available) performance measurements.

Research conducted on what other cities have experienced when they have undertaken this process has informed us that this will take a number of budget cycles to perfect. The programs and measurements that we are starting with in this budget cycle may not be the same as the ones we end up with down the road. But we have found that the most important thing to moving the budget forward towards this advanced budgeting style is to take the first step.

Facilities and Infrastructure Reserve for Replacement (Fund 504)

The fund has existed for a number of years but hasn't been utilized to its full potential. Similar to the Equipment Replacement Internal Service Fund (Fund 502) which receives funds for the replacement of major equipment and vehicles, this fund will be used to receive funds for future facilities and infrastructure replacements. Starting in this budget cycle, funds will be collected from all funds/departments that have facilities and utility infrastructure for this purpose. The amount of the charge is based on the estimated replacement cost divided by the useful life of the assets. For enterprise funds, this will approximate to the annual amount of depreciation. The breakdown of these allocations is as follows:

Fund Category	2025	2026	2025-26 Biennial
Enterprise	\$3,334,053	\$3,592,319	\$6,926,372
General Fund	\$833,725	\$833,725	\$1,667,450
Internal Service	\$150,000	\$150,000	\$300,000

In addition, catch-up contributions for the City's utility funds have been programmed in as transfers into this fund.

Streets Funding

The purchasing power of vehicle gas tax had eroded significantly in the last three decades. Gas taxes are the main funding source for street operation and maintenance. We have been supplementing the lack of street funding from the State with the flexibility provisions permitted by Real Estate Excise Tax (REET). Up to \$250,000 per year can be utilized for streets maintenance. However, even with this, this fund is projected to use up almost all of the unencumbered fund balance available by the end of 2026. This will require dipping into its operating reserve or emergency on-going transfers from other funds just to sustain

operations. Other funds may not be able to meaningfully support street operations for an extended period of time. Revenue options, including the potential for an additional 0.1% councilmanic increase to the Transportation Benefit District (TBD) sales tax, will be presented for City Council consideration during the biennial period.

Recreation

Activities in the Senior Center fund have been moved to the Recreation division of the Parks & Recreation department as of 2025. Prior to this move, the General Fund provided an annual \$200,000 transfer to subsidize Senior Center activities. In addition, COVID era American Rescue Plan Act (ARPA) funding was used to support the re-hiring of a position that was reduced during the COVID era and for capital items (roof replacement and emergency power generator). Additional staff and resources were provided by Council via budget amendments/adjustments to support recreational initiatives during 2023 and 2024 with the idea that additional revenues would eventually be generated to cover a significant portion of those additional expenses. Parks & Recreation was given two years by the prior administration to ramp up activities and generate additional revenue coverage to help defray the costs of the added staff and resources.

At the November 6, 2024 budget public hearing, the City Council directed staff to include decision packages and personnel requests for recreational activities and events as detailed in this book.

Marina

In preparation of Marina dredging, the Marina fund has budgeted \$400,000 for each year of the biennial to be placed in a reserve. In addition, the Marina fund has 1) \$250,000 programmed in 2025 for Marina dock improvements, 2) \$236,266 for the new facility reserve for replacement charge to commence in 2026, and 3) in 2026 has over \$19,270,000 programmed in for F-dock storm damage repair, Marina dredging, and the Marina breakwater replacement & mitigation projects which are projected to be funded by the Marina fund reserve, debt, and unsecured grants. Revenue options, including the creation of a new port district, Metropolitan Park District, or the potential for the implementation of a councilmanic Business and Occupation (B&O) tax (as discussed by Council at the September 12, 2024 Marina Roundtable and Discussion), will continue to be explored and presented for City Council consideration during the biennial period.

Water

Preliminary information from Anacortes is showing that wholesale water rates for 2025 are increasing by approximately \$451,000 or 22.5% from the 2024 budgeted amount of \$2 million. The amount projected for 2024 is \$2.19 million. The amount budgeted since 2019 has been held steady at \$2 million, which was more than sufficient to cover the cost of water from Anacortes until now. We do not have a breakdown of the increase at this time; per the water purchase contract with Anacortes, a detailed breakdown is due to Oak Harbor by November 15 of each year.

During 2023, the City of Anacortes raised wholesale water rates by \$1 million per year or 50% with little advanced notice to the City. We discovered that the increase in costs was primarily due to 1) a change in the methodology used to assess the City for the capital costs of the Oak Harbor Segment of the water distribution network located within Skagit County, 2) the doubling of repair costs for the ten inch backup water supply line for the Oak Harbor Segment located within Skagit County and 3) increased charges to

non-refinery customers for the capital / debt costs related to the Regional Water Distribution Network. We disputed this change which resulted in Anacortes crediting back \$149,705 in 2024 to Oak Harbor regarding the Regional Water Distribution Network portion. In addition, the Navy, which pays the City for the portion of the water we supply them, received \$40,561.54 of this credit via a bill reduction. We are continuing to have discussions with Anacortes regarding Oak Harbor Segment charges.

Unfortunately, the current water rates are not sufficient to be able to cover these increases in costs. Due to this, staff will be bringing proposed water rate increases for Council consideration in 2025 for implementation in 2026.

Solid Waste

We were notified by Island County to plan for a 22% increase in tipping fees for residential and commercial solid waste, which represent the bulk of solid waste disposal costs in this fund. Unfortunately, the current solid waste rates are not sufficient to be able to cover these increases in costs. Due to this, staff will be bringing proposed solid waste rate increases for Council consideration in 2025 for implementation in 2026.

Long-Term Capital Plan

The capital plan is substantially similar to what was presented to City Council at the July 31, 2024 City Council Workshop. Changes and project details are noted in the Long-Term Capital Plan section of this document.

Decision Packages and Personnel Requests

As part of the base budget concept, departments are provided with a baseline dollar amount to apply to the budget line items that are within their control. Items that are considered within their control consist of items such as supplies, professional services, and overtime. Items that are not considered within their direct control such as salaries and benefits, insurance, and internal services allocations are provided by Finance and Public Works (procurement). Capital project costs are developed through a separate collaborative process and were provided to City Council at the July 31, 2024 Council Workshop. Items that they identify as needs that are above and beyond their baseline are provided by departments either as Decision Packages or Personnel Requests. The following two tables are a summary of these items by Fund Category. Additional details can be found in the Overall Budget Summary Section of this document.

Fund Categories	2025 Cost Estimates	2026 Cost Estimates
General Fund	212,416	227,916
Internal Service Funds	53,500	51,000
Marina Fund	45,000	0
Grand Total	310,916	278,916

Fund Categories	Annual Fiscal Impact	First Year Initial Non-recurring Cost
General Fund	347,411	49,220
Internal Service Funds	138,705	7,100
Marina Fund	25,440	2,300
Streets Fund	74,313	800
Utility Funds	189,455	1,600
Grand Total	775,324	61,020

Council Priorities

In February 2024, the City Council held a retreat in anticipation of the upcoming budget process. During the retreat the Council provided policy input to the Mayor and the City Leadership Team comprised of City Administration and Department Directors to assist in preparing the budget. Over the ensuing months, City Council discussed its priorities and approved the following on September 3, 2024.

Public Involvement

Ensure that the public is actively involved in all channels of communication, fostering a more inclusive and transparent relationship between the City and the community. Highlighting the City's brand and employees.

Promote/Implement Housing Action Plan

Continuing to implement the Housing Action Plan. The Housing Task Force recommendations will be implemented through the plan. A number of initiatives have been implemented such as removing the requirement for an owner to live in a unit that is associated with an Accessory Dwelling Unit (ADU), changes to minimum lot size requirements which resulted in the ability to add more housing, administrative approval of final plat process, taking actions to attract professional and experienced affordable housing developers and exploring the adoption of an Multi-Family Tax Exemption (MFTE) program. Additionally, new state law changes requiring increased density are being addressed.

Increased Police Engagement

Adding one additional shift through the application of a United States Department of Justice Community Oriented Policing Services (COPS) grant. Increasing outreach through public survey and public outreach opportunities.

Employee Morale/Staffing and Workloads/Equity

Addressing workload issues by a better understanding of priorities, the addition of staff in targeted areas, and providing for additional training for current staff and supervisors. An update to the Employee Personnel Policy Manual is underway and expected to be adopted by the date this budget takes effect.

Roadway Projects

Included in Capital Plan (annual/Transportation Benefit District (TBD), Streets Improvements, Safe Streets Implementation, Pioneer Way).

Park Maintenance

Included in Capital Plan (park renovations and improvements, athletic fields renovations, urban forestry management plan).

Repair Utility Infrastructure

Included in Capital Plan (water system plans and studies, various water/sewer main and transmission upgrades, and replacement projects).

Water Storage and Supply

Included in the Capital Plan (water system plans and studies, pump station upgrades and improvements, Supervisory Control and Data Acquisition (SCADA), and a well replacement).

Connecting Downtown and Marina

Included in Capital Plan (Ecology Integrated Planning Grant for the Central Development Area (CDA)).

Oak Harbor’s Organizational Structure and Budget Responsibility

The City of Oak Harbor has a Mayor-Council form of government. The Mayor is elected by the citizens for a four-year term and serves as the chief executive officer of the municipality. The Mayor is responsible for carrying out the policies, which are set by the Council, and supervises the other executive and administrative officers in the performance of their official duties. The Council has the authority to set the municipality’s policies and the Mayor is responsible for carrying out these policies.

The City Council consists of seven elected members, each for four-year, staggered terms. The Council is the legislative body of the City and is responsible for all legislative actions and policymaking for the City. The Council is empowered with the authority to enact ordinances and policies to protect the rights of the citizens of the community. The City Council meets twice per month to review, direct, and legislate on matters of land use, finance, and general governance. Council members also serve on committees, which include community members, to review specialized areas and make recommendations to the Mayor and Council.

The City Administrator is appointed by the Mayor, subject to confirmation by the City Council. The City Administrator is the chief administrative officer for the City, under the direction and authority of the Mayor, and is responsible for the management and administration of all City functions and personnel, except that the police and fire departments shall report to and be directly responsible to the Mayor. The City Administrator is responsible for carrying out all City policies through the supervision and coordination of City departments, evaluating budget requests for recommendation to the Mayor, and a variety of programming, organizing, and negotiating activities. The City Administrator is responsible for managing the affairs of the City to maximize efficiency, economy, and public confidence.

The Finance Department is responsible for coordinating all aspects of the budget process on behalf of the City. To do this, the Finance Director issues budget instructions, develops, and provides budgetary data and analysis, conducts budget process training sessions, communicates regularly with City staff, and assembles the biennial budget. Furthermore, throughout the year, the Finance Department assists Department Heads with formulating innovative fiscal solutions and alternatives to help them achieve their goals.

Comprehensive Financial Management Policies

Introduction

Sound financial stewardship and the prudent use of public funds are two of the primary responsibilities given to the officials and managers of the City of Oak Harbor. Having been entrusted with this responsibility by our citizens, the establishment and maintenance of wise fiscal policy enables City officials to protect public interests and ensure public trust. The overall financial strategy of the City of Oak Harbor is to develop a sound financial resource base for the purpose of ensuring public safety, maintaining the physical infrastructure and surroundings of the City, and promoting the social well-being of the citizens of Oak Harbor.

This Comprehensive Financial Management Policy document incorporates past financial practices in defining the current policies to be used by the City to meet its obligations and operate in a financially prudent manner. These policies have been established to provide general fiscal guidelines and are intended to provide sound direction in the management of the City's financial affairs.

Purpose

The Comprehensive Financial Management Policy assembles a summary of all the City's financial policies in one document. These policies are a tool to ensure that the City maintains a high level of financial solvency in order to meet the City's immediate and long-term service objectives. The purpose of the individual policies contained herein is to serve as guidelines for both the strategic long-term-financial planning and internal financial management processes of the City.

The City of Oak Harbor is accountable to its citizens for the use of public funds. The City's resources must be wisely used to ensure adequate funding for the services, public facilities, and infrastructure necessary to meet the community's present and future needs. The importance of sound financial management makes it desirable for a City to establish goals and targets for its financial operations, so that policies will be consistent and complete, and performance can be monitored on an ongoing basis. Because a fiscally sound City government is in the best interests of the citizens of the City of Oak Harbor, this Comprehensive Financial Management Policy has been adopted as the guiding management principle to be applied in the management of the City's finances.

The City's policies are categorized in the following sections:

- General Financial Goals
- Operating Budget Policies
- Revenue Policies
- Expenditure Policies
- Reserve Policies
- Performance Measurement Policies
- Investment Policy
- Special Revenue Policies
- Accounting, Financial Reporting and Auditing Policies

General Financial Goals

To provide a financial base sufficient to sustain municipal services to maintain the social well-being and physical conditions of the City.

To be able to withstand local and regional economic trauma, to adjust to changes in the services delivery requirements, and to respond to other changes as they affect the community.

To maintain an excellent credit rating in the financial community and assure taxpayers that Oak Harbor city government is maintained in sound fiscal condition.

Operating Budget Policies

The base operating budget is the City's comprehensive two-year financial plan which provide for the desired level of city services as defined by the City's priorities. A budget will be developed every two years using a "budgeting by priorities" process.

The goals of the budgeting by priorities process are:

Align the budget with citizen priorities

Measure progress towards priorities

Get the best value for each tax dollar

Foster continuous learning in the City

Build regional cooperation

"One-time" expenses require specific authority to be carried forward into subsequent budgets.

Revenues and expenditures for the General Fund and all operating funds shall be projected for the ensuing biennium.

Biennial operating budgets should provide for design, construction, maintenance and replacement of the City's capital, plant (facilities), and equipment consistent with the Capital Facilities Plan including the related cost for operating such new facilities.

The City will maintain all its assets at a level such that it protects the City's capital investment and minimizes future maintenance and replacement costs.

Revenue Policies

Current revenues will be sufficient to support current expenditures.

A well-diversified and stable revenue system will be maintained to shelter public services from short-run fluctuations in any particular revenue source. Because revenues, especially those of the General Fund, are sensitive to both local and regional economic activities and legislation, revenue estimates should be calculated using an objective, analytical process, and will be neither overly optimistic nor overly conservative. Revenue estimates will be as realistic as possible based on the best available information. Revenue forecasts will encompass all resources that can be utilized for public services. Should economic downturns develop which could result in revenue shortfalls or fewer available resources, the City will immediately compensate by making adjustments in anticipated expenditures.

Revenues of a one-time, limited, or indefinite term will be used for capital projects or one-time operating expenditures to ensure that no ongoing service program is lost when such revenues are reduced or discontinued.

The City will project revenues for the next three years and will update this projection annually. The Finance Department will annually review and make available to the Finance Committee an analysis of each revenue source.

The City will not utilize deficit financing or short-term borrowing as a revenue source to finance current operating needs without full financial analysis and prior approval of the City Council. Interfund loans are permissible to cover temporary gaps in cash flow, but only when supported by a well-documented repayment schedule of short duration.

In order to assist decision makers in prioritizing support for various City program alternatives, and tier system consisting of three levels shall be utilized. Tier 1 programs will consist of programs critical to core business functions of the City. Tier 2 programs shall consist of programs not necessarily belonging to a core business function but shall consist of those programs assigned a high priority in meeting specific City objectives. Tier 3 programs shall consist of those programs receiving consideration as funds are available

and after all business core functions and high priority programs have been considered. As part of Council's mission statement objectives, and specific dollar amount or percentage of the annual operating budget shall be established as a not to exceed threshold for the aggregate cost of Tier programs.

Grant Revenues

All potential grants shall be carefully examined for matching requirements. If local matching funds are not available, some grants may not be accepted. Grants may also be rejected if programs must be entirely funded with local resources after the grant program is completed.

When considering grants for the purposes of capital construction or other projects of an acquisition nature, an analysis will be made of the City's ongoing ability to maintain, repair, or commit the facilities to a specific economic purpose. In all cases, an analysis will be performed regarding the City's ability to comply with any restrictions or long-term commitments included as a stipulation of receiving the grant award.

Enterprise Revenues

To ensure that the enterprise funds remain self-supporting, user fees and rate structures will be incorporated to support the total direct and indirect costs of operations, capital facilities maintenance, debt service, depreciation, and pass-through rate increases from source of supply vendors.

Revenues received for enterprise purposes will be restricted to the respective funds.

User Fee Revenues

The City will establish all user fees and charges at a level related to the cost of providing the service. Every year, the City will regularly revise user fees with a review by the Mayor to adjust for the effects of inflation and increases in operating costs.

As much as is reasonably possible, authorized City services that provide direct benefit to a specific group, organization, or citizen should be supported by fees and charges to recover the costs of providing such benefit. The goal of this is to provide maximum flexibility in the use of general City taxes to meet the cost of services of broader public benefit. Charges for services that benefit specific users should recover full costs, including all direct costs, capital costs, department overhead, indirect cost allocation, and City-wide overhead. Departments that impose fees or service charges should prepare and periodically update cost-of-service studies for such services.

Expenditure Policies

A high level of priority will be given to expenditures that will reduce future operating costs, such as increased utilization of technology, equipment, personnel, and prudent business methods.

The City of Oak Harbor strives to ensure its service programs are of high quality. If expenditure reductions are necessary, complete elimination of a specific service is preferable to lowering the quality of programs provided.

All City personnel share in the responsibility of looking at and understanding the City's long-term financial viability, its general spending trends, its projected incomes, and educating themselves, division heads, and employees on the necessary short and long-term balance between revenues and expenditures. Department Heads are responsible for ensuring departmental expenditures under their control are in accordance with City Council's authorized expenditure authorization.

Before the City undertakes any agreements that would create fixed ongoing expenses, the cost implications of such agreements will be fully determined for current and future years through the use of strategic financial planning models.

Organizations that are not part of the City, but which receive funding from the City, shall not have their appropriation carried forward from year to year unless expressly authorized and directed by City Council. Performance measures will be established for each program receiving to ensure support is in conformance with City objectives. Annual review to include a report from the program sponsor and reauthorization of funding is required.

All externally mandated services provided by one fund for another, for an outside source, or for which full or partial funding is available will be fully costed out to allow for reimbursement of expenses. The estimated direct costs of providing the service will be budgeted and actual costs charged to the fund performing the service. Interfund service fees charged to recover these direct costs will be recognized as revenue to the providing fund.

The City will maintain expenditure categories according to state statute and administrative regulation.

Personnel

Emphasis is placed on improving individual and workgroup productivity rather than adding to the work force. The City will hire additional personnel only after the need for a new employee is substantiated and documented.

All compensation negotiations will focus on total compensation including direct salary, health care premiums, pension contributions, and other benefits of a non-salary nature. Cost analysis of salary increases will include the effect of such increases on the employer-share of related fringe benefits.

Maintenance and Replacement

The budget process will include a multi-year projection of vehicle replacement requirements. The budget will provide sufficient funding for adequate maintenance and orderly replacement of capital plant, equipment, and vehicles. Future maintenance needs for all new capital facilities will be costed out and included as decision criteria.

Short-term Debt Policies

Short-term debt covers a period of one year or less.

The City may use short-term debt to cover temporary cash flow shortages that may be caused by a delay in receipting tax revenues or issuing long-term debt.

The City may issue interfund loans rather than outside debt instruments to meet short-term cash flow needs. Interfund loans will be permitted only if an analysis of the affected fund indicates excess funds are available and the use of these funds will not impact the fund's current operations. All short-term borrowing will be subject to Council approval by ordinance or resolution and will bear interest based upon prevailing rates.

Long-term Debt Policies

The City will confine long-term borrowing to capital improvements that cannot be financed from current revenues.

Acceptable uses of bond proceeds can be viewed as items that can be capitalized and depreciated. Refunding bond issues designed to restructure currently outstanding debt is also an acceptable use of bond proceeds.

Where possible, the City will use special assessment revenue, or other self-supporting bonds instead of general obligation bonds.

The City will not use long-term debt for current operations.

The City will maintain good communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus.

General Obligation Bond Policy

- 1) Every project proposed for financing through general obligation debt should be accompanied by a full analysis of the future operating and maintenance costs associated with the project.
- 2) Bonds cannot be issued for a longer maturity schedule than a conservative estimate of the useful life of the asset to be financed.

Limited Tax General Obligation Bond Policies

- 1) As a precondition to the issuance of limited tax general obligation bonds, all alternative methods of financing should have been exhausted.
- 2) Limited tax general obligation bonds should only be issued under certain conditions:
A project in progress requires monies not available from alternative sources;
Matching fund monies are available which may be lost if not applied for in a timely manner; or
Catastrophic conditions.

Reserve Policies

General Fund Stabilization Reserve

The General Fund shall maintain a Stabilization Reserve in the amount of ten percent of General Fund revenues, excluding any significant one-time revenue.

Operating Fund Balance Policy

One of the most significant policies envisioned for the City's budget is to begin each year with a targeted fund balance. The long-term goal is to obtain a rolling beginning fund balance in each operating fund equal to 16.67% percent of the fund's operating budget, excluding building permit revenue and any significant one-time revenues.

Equipment Replacement Reserve Fund

The Equipment Replacement Reserve Fund is to be utilized as a sinking fund to set aside the necessary resources to finance the purchase or replacement of vehicles, equipment, and technology for the operational needs of the City. For each listed piece of equipment, a schedule will be made outlining the projected future cost of replacement, a listing of the current contributions made towards replacement, and the estimated service charges for maintenance. Funds or departments that participate will be part of regularly scheduled allocations made by the Finance Director to ensure that adequate funds are reserved for replacement. Should a department require equipment that has not previously been scheduled; the initial acquisition of the equipment will be budgeted for and purchased from the department's own budgetary schedule. The equipment will then be moved and maintained in the Equipment Replacement Fund. Under no circumstances will funds be withdrawn from the reserve for other operating purposes.

Rainy Day Reserve Fund

The Rainy Day Reserve's primary purposes are to protect the City's essential service programs during periods of economic downturn that may temporarily reduce actual resources or cut the growth rate of City resources below that necessary to maintain pre-existing service levels. Disbursement of funds will only be made upon approval of Council.

Law Enforcement Officer & Firefighter (LEOFF) I Post-Retirement Benefit Fund

The LEOFF I Post-retirement Benefit Fund is to provide actuarial-sound fund balances to match the post-retirement liabilities accrued for covered fire and police personnel. An actuarial study is commissioned every five years to assess the status of the pension plan and to set new reserve targets as required. The pension plan is expected to service retirees until approximately the year 2040.

Cumulative Reserve First Quarter Percent REET Fund

The City created the Cumulative Reserve First Quarter Percent REET Fund to finance the repair, maintenance, and acquisition of park, library, recreational, cultural, and civic improvements, and land. The proceeds from the First Quarter Percent REET are authorized by RCW 82.46.010.

Cumulative Reserve Second Quarter Percent REET Fund

The City created the Cumulative Reserve Second Quarter Percent REET Fund to finance a package of improvements that will be funded from a second Quarter Percent REET. This tax was specifically enacted as a part of the state's growth management statutes, which call for the provision of resources for capital facilities that relate directly to growth. The long-term goal of this fund is to accumulate sufficient cash for capital needs deemed appropriate within the scope of the Growth Management Act (GMA).

Cumulative Reserve Enterprise Funds

A cumulative reserve shall be established by the Water, Wastewater, Solid Waste, Storm Drain, and Marina Funds to replace utility capital, plant, and equipment. This reserve will be adjusted biennially by the current year's depreciation expense less bond reserves, principal paid on outstanding debt, and purchases of replacement capital. The long-term goal of this fund is to accumulate sufficient cash for capital needs deemed appropriate within the scope operations and the GMA.

Bond reserves shall be created and maintained by the Water, Wastewater, Solid Waste, and Stormwater Utilities and the Marina in accordance with the provisions set forth in the bond covenants.

Paths and Trails Fund

The purpose of this reserve fund is to establish and maintain paths and trails for bicyclists, equestrians, and pedestrians. The basis for revenue is a one-half of one percent of Motor Vehicle Fuel Taxes received by the Street Fund. Funds must be expended for the purpose required within ten years of receipt.

Performance Measurement Policies

As the demands for new services and improvements to existing programs have strained the City's capacity to provide these in an era of fiscal restraint, new techniques for stretching resources have been developed and tested by municipalities throughout the country.

To this end, it is the policy of the City of Oak Harbor to develop a comprehensive productivity/work measurement program throughout City government to improve the efficiency and effectiveness of service delivery. The primary objectives of this City initiative should be:

Developing accurate and fair measures of quality and effectiveness of service delivery in each City department and agency.

Training City managers and employees to conduct performance measurement studies, to help design and implement an overall performance evaluation program, and to utilize this program on an ongoing basis.

Integrating the work standards and measures produced by the performance evaluation effort into the City's existing budgetary and accounting systems.

Saving City dollars and resources in providing existing and new municipal services.

In implementing each of the phases of this performance measurement program, the City will seek to maximize the reporting and analysis of data that demonstrates progress and area for further refinement. The City believes the development of accurate and realistic productivity measures, and the integration of these measures into its budgetary and accounting systems, will enable future City Councils, City Administrations, and management personnel to make resource allocation decisions which reflect the

financial requirements of all activities as well as hard information on the quality and quantity of services being delivered.

Investment Policy

The Finance Director will biennially submit any recommended amendments to the City's investment policy to the City Council for review.

Special Revenue Policies

The City will establish and maintain Special Revenue Funds in accordance with Generally Accepted Accounting Principles which will be used to account for the proceeds of specific revenue sources to finance specified activities which are required by statute, ordinance, resolution, or executive order.

The City will comply with GASB Statement 54 which defines the appropriate use of Special Revenue Funds for reporting purposes. The City Council may determine to separate the General Fund into supporting "sub-funds" for budgeting and management purposes. These "sub-funds" will be combined for financial reporting purposes to comply with GASB Statement 54.

Special Revenue Funds having biennial operating budgets will be reviewed by the City during the budget process.

Accounting, Auditing, and Financial Reporting Policies

The City will establish and maintain a high standard of internal controls and accounting practices. The City budgets and accounts for revenues and expenditures on a modified accrual basis in its day-to-day operations.

The accounting system will maintain records on a basis consistent with accepted standards for local government accounting and the State of Washington Budgeting, Accounting, and Reporting Systems (BARS).

Regular monthly and annual financial reports will present a summary of financial activity by major types of funds.

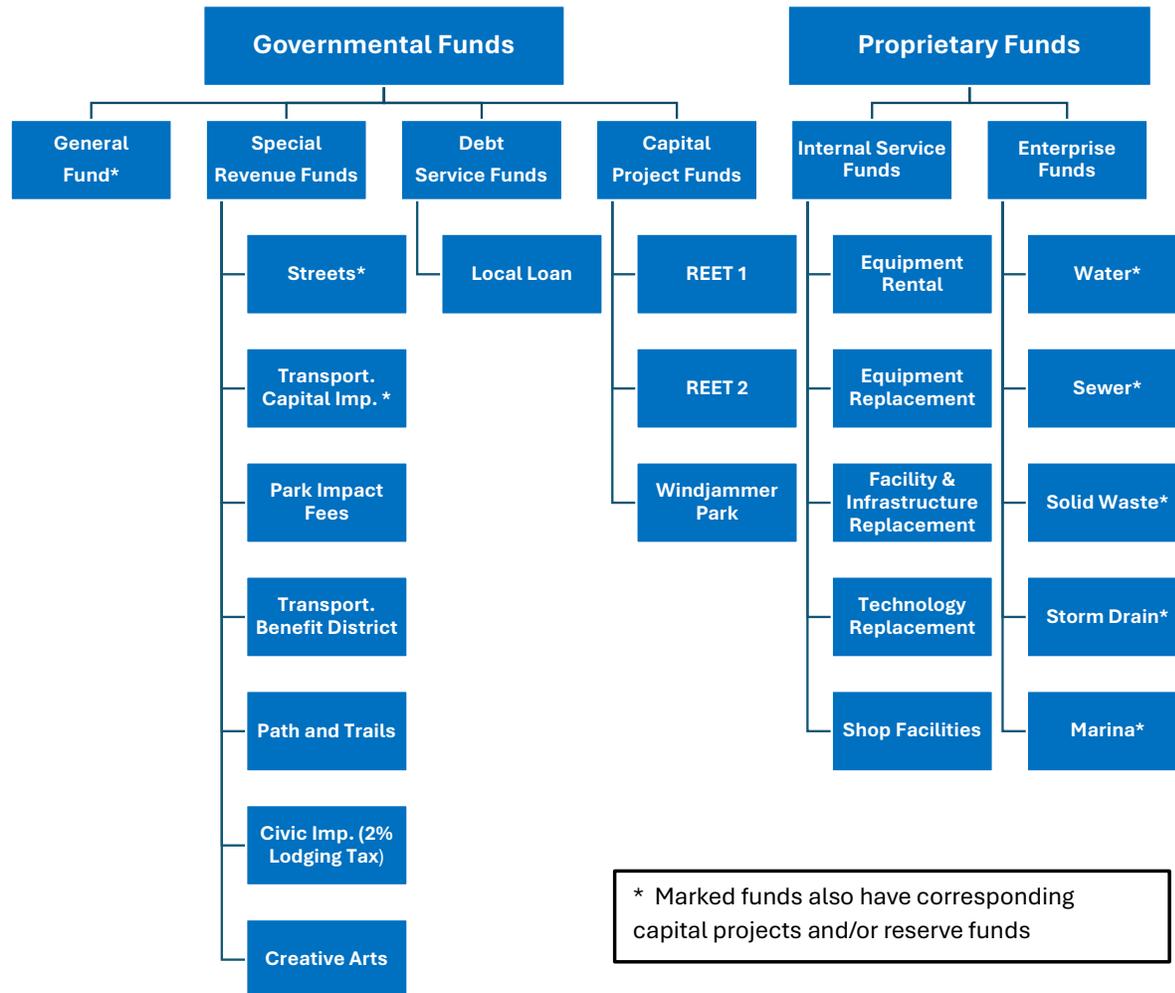
The annual financial report shall conform to Generally Accepted Accounting Principles and be in the form of a Comprehensive Annual Financial Report as described by the GFOA.

A fixed asset system will be maintained to identify all City assets, their location, condition, and disposition.

The City will ensure that City records are audited annually, which will result in the issuance of a financial opinion. The results of such an audit are to be available to the public via the City's website (www.oakharbor.gov/finance).

The City's Financial Structure

The financial operations of the City are organized into funds and account groups, each of which is a separate fiscal and accounting entity. All revenues received or expenditures made by the City are accounted for through one of the funds or account groups listed below.



The City's financial structure is consistent with Washington State's Budget, Accounting, and Reporting System (BARS), as required for all Washington local governments. The financial statement is prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units.

Expenditure budgets are prepared at the "line item" or object-of-expense level. (An example is wages, uniforms and clothing, office supplies, professional services, etc.) Summary totals are provided for object groups (such as wages, benefits, supplies, and capital outlay). Finally, department and fund totals provide a broader viewpoint of the budget. The financial overview page (which will be included in a later iteration of this budget) contains summary level financial data along with programs for each operating department.

Governmental Funds

Governmental funds use the modified-accrual basis of accounting. Under this basis, revenues are recognized when received in cash and earned. Expenditures are accounted for on an accrual basis with the exception of employee leave benefits and long-term debt, which are recognized when due.

Many City functions are financed through governmental funds. There are five types of governmental funds:

- General Fund
- Special Revenue Fund
- Debt Service Fund
- Capital Projects Fund
- Expendable Trust Fund

General Fund

The General Fund is the major operating fund of the City government, and it accounts for the vast majority of City operations. The General Fund pays for police and fire services, parks and recreation, development services, building inspection, general city administration, legal, and finance among other city functions. Major revenues are local sales taxes, property taxes, state shared revenue, fines and forfeitures, license and permit fees, charges for services, interest, and other fees.

The General Fund is considered unrestricted and can be used for any governmental purpose. All other City funds are used to account for revenues that are restricted under either federal, state, or local law, including generally accepted accounting principles.

Special Revenue Funds

Special Revenue funds are used to account for those types of revenues that are legally restricted to being spent for a specific purpose (except for expendable trusts or major capital projects). These revenues must be accounted for separately from the General Fund for a variety of reasons. Special revenue funds pay for street and arterial improvements funded through CAPRON funds, motor vehicle fuel tax and impact fees, path and trail improvements funded through motor vehicle fuel tax, Transportation Benefit District (TBD) improvements funded through a voter approved 0.2% sales tax, civic improvements paid for with the two-percent hotel lodging tax and a two-percent credit against the State sales tax, neighborhood and community park improvements paid for with impact fees, and creative arts paid for by utility taxes.

Debt Service Funds

The following are the types of debt generally issued by the City for general government purposes:

Unlimited Tax General Obligation Bonds (UTGO) represent debt that was approved by voters for a specific purpose. In this case, citizens have agreed to levy property taxes to repay the debt, generally over specified period of time. Voters approved an UTGO bond to be paid from an excess property tax levy in November 2022. The purpose of the bond is specifically for fire response time improvements to include, a second fire station (Fire Station #82), fire apparatus and equipment, and other fire related items.

Legal Debt Limits established in state statute are as follows: Councilmanic Bonds (non-voted) 1.5% of assessed property valuation; Unlimited Tax General Obligation Bonds (voted), Utility Purposes with a 3/5 public vote, and Open Spaces and Parks Facilities with a 3/5 public vote are all 2.5% assessed property valuation. The 2024 assessed property valuation is \$3,372,666,861. For 2024, the Councilmanic Legal

limit is \$49,873,103. With a vote of the people, the preliminary UTGO Bond legal limit is \$75,214,772, while the Utility and Parks legal limit are each \$84,316,672.

Limited Tax General Obligation Bonds (also called “Councilmanic Bonds”) can be issued with approval of the City Council. The debt can be repaid from general revenues of the City or, if for a specific purpose, other funds. The City Council issued Marina refunding bonds in 2021 to refund the 20-year 2011 Marina bonds. The Marina refunding bonds will mature on December 1, 2025.

Local Improvement District (LID) Bonds represent debt that is repaid by the property owners who benefited from the capital improvement through annual assessments paid to the City. LIDs are formed by the City Council after a majority of property owners agree to the assessment. The City currently has no LID debt.

Capital Projects Funds

Capital Projects funds are used to account for the monies used for the acquisition or construction of major capital facilities (such as buildings or roads). Funding for capital projects include grants, private sources, transfers from other City funds, or from the receipt of bond proceeds resulting from the City's issuance of bonds for a specific project.

Expendable Trust Funds

These funds are used to account for monies received by the City in a trustee capacity, where both the principal and earnings of the fund may be expended. The City currently does not utilize any Expendable Trust Funds

Proprietary Funds

Proprietary operations of the City, enterprise and internal service functions, are accounted for using the accrual basis of accounting in a manner comparable to private industry. Proprietary funds are used to account for the City's activities that are similar to those found in the private sector. These activities are not financed by taxes, but rather by fees charged to the users of the service. Per GASB the accounting principles used for proprietary funds are substantially similar as those applicable to similar businesses in the private sector.

Enterprise Funds

These funds account for the activities which provide utility services to citizens within the City's certificated area of service. The City's Marina also functions as an Enterprise fund. The City recognizes that enterprise activities are most advantageous to the City when supported fully by fees. As more customers are connected to the system, the less the pressure there is for the need to raise fees to cover inflationary costs.

Internal Service Funds

Internal Service funds are used to account for the financing of goods or services provided by one department to another, or to other governments, on a cost-reimbursement basis. By reporting such goods and services in this manner, the City is able to:

Account for the total cost of the activity,

Accumulate resources for replacing fixed assets and infrastructure, and

Isolate interfund services so that governmental fund types do not report related revenues and expenditures twice within the same fund type (once by the department furnishing the goods or services, and once by the department receiving the goods or services).

Though not required by law, annual budgets for internal service funds are prepared for internal management purposes. Revenue for such funds is derived from the charges assessed to each user department.

Budget Organization – Fund Numbering System

The funds of the city are organized following the guidance provided in the BARS maintained by the Washington State Auditor’s Office (SAO). The fund numbers correspond to the use of the fund’s revenues. The numbering system is as follows:

General Fund

001 Series

This 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, finance, planning, parks and recreation, administration, and other general activities are included.

The **Current Expense Fund #001** receives property taxes, sales taxes, and other revenues to cover the cost of general city operations.

The **Current Expense Reserve Fund #002** is the holding fund for the City’s stabilization reserve.

The **Flexible Spending Account Fund #003** is used to account for the activities of the employee unreimbursed medical plan.

The **Seizure Fund #005** holds funds from drug seizures.

The **Marathon Fund #006** is used to account for the activities of the City’s marathon.

The **General Fund Capital Projects Fund #007** is used to record capital projects related to the general fund departments.

Special Revenue Funds

100 Series

Special Revenue funds account for revenues derived from specific taxes, grants, or other sources, which are designated to finance activities of the City. The City’s Special Revenue Funds include the following fund accounting entities:

The **Street Fund #101** receives State-shared unrestricted gasoline tax revenues and Capron funds. Capron funds are State-shared revenues comprised of gasoline taxes and motor vehicle license fees. Island and San Juan Counties and municipalities within these counties are the only recipients of Capron funds. Revenues are used for maintenance of the City streets and arterial roadways.

The **Street Capital Projects Fund #102** is used to record capital projects related to streets.

The **Arterials Capital Projects Fund #103** is used to record capital projects related to arterials.

The **Transportation Capital Improvement Fund #105** collects revenue from development activity and grants to be used for expenditures on improvements to public streets and roads.

The **Paths and Trails Fund #106** collects revenues equal to 0.42% of the motor vehicle fuel tax. These revenues are for the dedicated use of constructing and maintaining the city’s pedestrian and bicycle paths and trails.

The **Transportation Benefit District (TBD) #1 Fund #107** receives two-tenths of one percent or 0.2% of sales and use taxes that have been imposed within city boundaries. Revenues are used for TBD transportation improvements of the City streets.

The **Transportation Benefit District (TBD) #1 Capital Projects Fund #108** is used to record capital projects related to TBD transportation improvements.

The **Cumulative Reserve Street Fund #110** reserves matching funds for grant requirements and as a contingency reserve for unanticipated expenditures. There are no balances or activity in this fund.

The **Creative Arts Fund #115** collects one-quarter of one percent of the 9.832% utility tax on Water, Sewer, and Solid Waste to foster the creative arts in the City.

The **Civic Improvement Fund #116** receives hotel/motel tax revenues for expenditure on promotion of tourism. The City receives both the basic two percent (as a credit against the State’s portion of sales taxes) and an additional two percent for lodging taxes.

The **Parks Impact Fee Fund #127** receives revenue from developers for constructing and maintaining new and established parks.

Debt Service Funds

200 Series

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.

LOCAL Loan Fund #230 accounts for the debt service on the lighting upgrade project.

Capital Projects Funds

300 Series

Capital Projects funds account for financial resources, which are, designated for the acquisition and construction of general government capital improvements (other than those financed by proprietary funds).

The **Cumulative Reserve – Municipal Fund #311** receives the first $\frac{1}{4}$ of 1% of the Real Estate Excise Taxes. These revenues are to be used for municipal capital improvement projects necessary to implement Growth Management Act-related improvements.

The **Cumulative Reserve – Capital Fund #312** receives the second $\frac{1}{4}$ of 1% of the Real Estate Excise Taxes. These revenues are to be used for general capital improvement projects identified in the City's Capital Facilities Plan.

The **Windjammer Park Project Fund #325** receives funding from various grant, lodging tax, and subsidy sources to be used in the redevelopment of Windjammer Park project.

Enterprise Funds

400 Series

Enterprise funds account for operations (a) that 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 Fund #401** accounts for the operations of the City-owned water utility. The water department maintains three storage tanks, approximately 103 miles of water mains, three booster pumps and associated facilities. Water is purchased from the City of Anacortes and the distribution system serves the City of Oak Harbor and supplies water to the NASWI.

The **Wastewater Fund #402** accounts for the operations of the City-owned sanitary sewer utility. The City's sewer treatment plant and sewer treatment lagoons provide secondary treatment. The sewer department maintains approximately 70 miles of sanitary sewer mains, 11 remote lift stations and associated appurtenances. The collection and treatment system serves the City of Oak Harbor and a portion of the NASWI.

The **Solid Waste Fund #403** accounts for the operations of the City-owned solid waste utility. The solid waste utility provides full service solid waste, recycling, and yard waste. This utility serves the City of Oak Harbor.

The **Storm Drain Fund #404** accounts for the operations of the City-owned Storm Drain utility. The storm drain utility consists of ten City-owned detention facilities and control structures and maintains approximately 49 miles of storm drainpipe, roadside ditches and bio-swales. This utility serves the City of Oak Harbor.

The **Marina Fund #410** accounts for the operations of the City-owned Marina. This full-service Marina has moorage berths, dry storage sheds and dry landing storage. Other services provided are: temporary moorage, electricity, fuel, and boat launcher.

The **Water Cumulative Reserve Fund #411** is the Water Fund's reserve account and will collect monies to be used for future capital improvements.

The **Wastewater Cumulative Reserve Fund #412** is the Wastewater Fund's reserve account and collects monies to be used for future capital improvements.

The **Solid Waste Cumulative Reserve Fund #413** is the Solid Waste Fund's reserve account and collects monies to be used for future capital improvements.

The **Storm Drainage Cumulative Reserve Fund #414** is the Storm Drainage Fund's reserve account and collects monies to be used for future capital improvements.

The **Marina Fund Cumulative Reserve #420** is the Marina Fund's reserve account and will collect monies to be used for future capital improvements.

The **WWTP Project Fund #422** accounts for the revenues and expenditures related to the Wastewater Treatment Plant.

The **Water Capital Projects Fund #431** is used to record capital projects related to water.

The **Sewer Capital Projects Fund #432** is used to record capital projects related to sewer.

The **Solid Waste Capital Projects Fund #433** is used to record capital projects related to solid waste.

The **Storm Drain Capital Projects Fund #434** is used to record capital projects related to storm drain.

The **Marina Capital Projects Fund #440** is used to record capital projects related to the Marina.

Internal Service Funds

500 Series

Internal Service funds account for operations that provide goods and services to other departments or funds within the City or to other governmental units on a cost-reimbursement basis.

The **Equipment Rental Fund #501** accounts for the motor-pool operations of the City. Maintenance, operation, and depreciation costs are charged to each user department on a monthly basis.

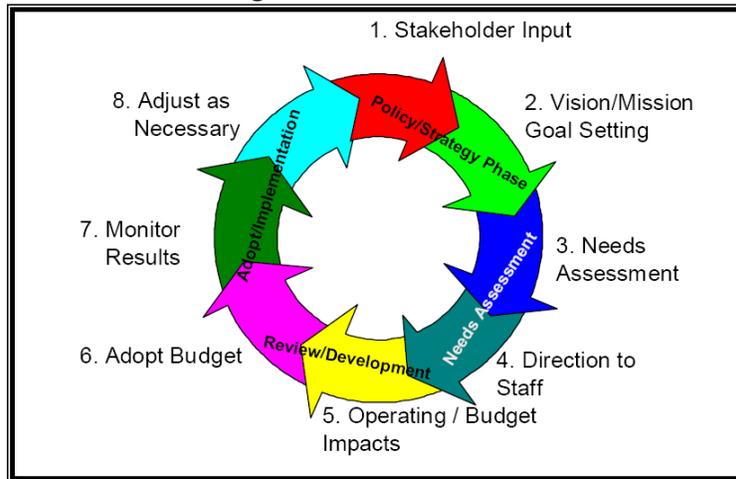
The **Equipment Replacement Fund #502** accumulates funds for future replacements of larger pieces of equipment and all vehicles for the City.

The **Facility and Infrastructure Replacement Fund #504** accumulates funds for future replacements for City facilities and infrastructure.

The **Technology Replacement Fund #505** accumulates funds for future replacements of technology hardware and software for the City.

The **Shop Facility Fund #510** serves three purposes. First, it accounts for the cost of operating the Public Works Facility Campus and supervision of the various Public Works divisions. Each division that is housed at the facility is charged space rent, with the annual proceeds used to pay maintenance and overhead. Secondly, it houses the City's Engineering Department. Thirdly, it charges out for the Special Labor Pool to the other funds that use these services.

Budget Process and Calendar



Budgeting for Cities in Washington State

Many of the requirements for how to construct a city budget in Washington State is set out in state law. RCW 33A.34 establishes the procedures for city biennial budgets. The city is at liberty to add elements to the requirements. The City of Oak Harbor has enhanced the required budget steps with pre-budget activities and additional transparency to the process and result.

Budgeting Procedures

Biennial budgets are legally permitted by RCW 35.34.010. In consideration of the lengthy and intense process associated with the adoption of a budget, the Washington State Legislature provided, in 1985, for biennial budgets for cities and towns. The process for adopting a biennial appropriated operating budget is the same as that for an annual budget. The schedule for submitting budget estimates, the proposed preliminary budget, budget hearings and budget adoption is also the same.

The Preliminary Budget

The budget process for the City of Oak Harbor is a year-round activity. Formal budget preparation begins in the spring before the start of the next biennial period, with projection of City reserves, revenues, expenditures, and financial capacity. Budget worksheets, capital project, personnel reports, instructions, and other materials are provided to the departments at this time.

The concept of a 'base budget' was introduced during this 2023-24 biennial budget process. Operating accounts that were determined to be more directly under the control and discretion of departments were provided to department directors with an aggregate not-to-exceed amount based on past trends and modest inflation. Amounts requested above this 'base' amount were put on a 'Decision Package Form' for evaluation by the Mayor/Executive Office which include meetings with the various department directors and division managers. Personnel request and capital project forms were also used with parallel processes.

Once decisions are made, staff enters the budgetary data into the City's accounting system and updates revenue and expense projections for the current year and revenue projections for the biennial period. The Budget Document is finalized and then presented to the City Council and the public in accordance with Washington State law and the Oak Harbor Municipal Code (OHMC) as outlined in the calendar below.

For this, 2025-26 biennial budget, the idea of programs is being introduced. The intent of programs is to provide the users of this document with a better understanding of City operations, tie dedicated revenues to City services, and to refine performance measures to help decision makers better understand program performance trends.

The Final Budget

A public hearing is held to adopt the budget per Washington State law which reads “the city will meet on or before the first Monday of the month next preceding the beginning of the ensuing fiscal biennium for the purpose of fixing the final budget”

<u>Process</u>	<u>Date</u>
Council Retreat - Priorities/Goals and Draft Budget Calendar	2/12/2024
City Council Special Workshop: Presentation of Proposed Six-Year Capital Improvement Plan (CIP) and Long-term Capital Plan	7/31/2024
City Council Meeting: Revenue Projections Public Hearing by October 7 [RCW 35.34.230, 35.34.070, and 84.55.120]	8/20/2024
City Council Workshop: Presentation of Mayor's Proposed Preliminary Budget by October 1 [RCW 35.34.230, 35.34.070].	9/25/2024
City Council Workshop: Presentation of the Mayor's Final Proposed Budget and filing with City Clerk and City Council by November 1 [RCW 35.34.080/090].	10/23/2024
City Clerk Publishes Notice of Preliminary Budget once a week for two weeks and designates the date, time, and place of the final budget adoption hearing [RCW 35A.34.100]	10/23/2024
City Council Meeting: Public Hearing to Set Property Tax Levies by November 30 [RCW 84.52.020 and RCW 84.52.070]	11/6/2024
City Council Meeting: Public Hearing on Preliminary Budget by December 2 [RCW 35.34.090]	11/6/2024
City Council Meeting: Public Hearing to Adopt the Final Budget via Ordinance by December 2 and must conclude by December 7 [RCW 35A.33.070]; Adoption of Budget [RCW 35A.34.110]	11/19/2024

**Overall Budget Summary
With all Resources**

Fund	2025 Budget	2026 Budget	2025-26 Biennial Budget
001 General Fund	34,154,111	30,887,822	65,041,933
002 General Fund Reserves	2,271,275	2,271,275	4,542,550
003 Current Exp. - FSA	40,000	40,000	80,000
005 Current Exp. - Seizure	16,614	16,814	33,427
006 Whidbey Island Marathon	141,300	163,300	304,600
007 General Fund Projects	10,591,527	1,504,810	12,096,336
101 Streets	2,475,724	1,986,482	4,462,206
102 Streets Projects	3,758,583	1,870,045	5,628,629
103 Arterials Projects	919,306	919,306	1,838,612
105 Transportation Cap. Improve	1,063,334	1,161,034	2,224,367
106 Paths & Trails	17,347	9,547	26,895
107 TBD	2,585,073	1,921,921	4,506,994
108 TBD Projects	2,431,891	1,661,304	4,093,195
115 Creative Arts	329,624	280,769	610,394
116 Civic Imp. (2% lodging)	1,097,068	1,011,968	2,109,036
127 Parks Impact Fee	313,212	400,012	713,223
230 LOCAL Loan	61,300	61,300	122,600
311 REET 1	1,227,740	1,255,440	2,483,179
312 REET 2	1,899,771	1,846,171	3,745,941
325 Windjammer Park	1,532,317	1,390,324	2,922,640
401 Water	13,737,527	8,929,830	22,667,357
402 Sewer	19,958,316	14,915,516	34,873,832
403 Solid Waste	7,479,361	6,374,928	13,854,289
404 Storm Drain	3,850,678	2,932,675	6,783,353
410 Marina	3,119,071	2,895,613	6,014,684
411 Water Reserves	3,523,221	3,512,426	7,035,648
412 Sewer Reserves	836,615	955,915	1,792,530
413 Solid Waste Reserves	132,178	134,578	266,755
414 Storm Drain Reserves	471,641	480,441	952,082
420 Marina Reserves	9,282	9,482	18,764
422 WWTP	895,814	716,542	1,612,356
431 Water Projects	7,903,145	6,298,509	14,201,653
432 Sewer Projects	1,552,726	2,552,726	4,105,451
434 Storm Drain Projects	1,986,629	1,332,382	3,319,010
440 Marina Projects	1,144,988	19,279,385	20,424,374
501 Equipment Rental	1,608,663	1,802,801	3,411,464
502 Equipment Replacement	12,397,394	10,633,740	23,031,135
504 Facility Replacement	13,125,655	17,708,099	30,833,754
505 Technology Replacement	1,611,729	1,611,729	3,223,457
510 Shop Facility	5,022,852	5,664,772	10,687,624
Grand Total	167,294,600	159,401,731	326,696,330

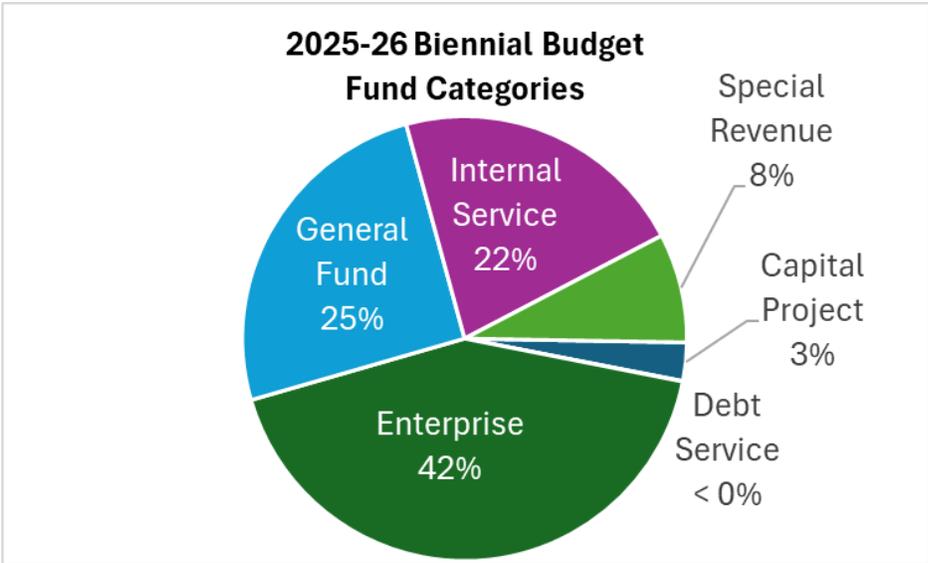
Overall Expenditure Trend

Fund	2023 Actuals	2024 Budget *	2025 Budget*	2026 Budget*
001 General Fund	20,546,998	22,946,816	28,823,223	26,660,025
002 General Fund Reserves	0	0	0	0
003 Current Exp. - FSA	37,080	40,000	40,000	40,000
005 Current Exp. - Seizure	0	5,000	5,000	5,000
006 Whidbey Island Marathon	118,161	127,600	124,500	124,500
007 General Fund Projects	1,388,663	9,562,569	10,446,717	1,487,789
101 Streets	1,609,006	2,320,421	2,102,542	1,961,568
102 Streets Projects	597,188	2,976,865	3,668,038	984,500
103 Arterials Projects	271,934	2,576,565	0	0
104 Arterials	456,620	0	0	0
105 Transportation Cap. Improve	0	405,835	0	72,000
106 Paths & Trails	0	0	10,000	0
107 TBD	1,145,350	1,198,402	1,835,652	1,070,121
108 TBD Projects	952,027	1,694,588	1,670,587	900,000
115 Creative Arts	61,632	194,565	108,755	74,308
116 Civic Imp. (2% lodging)	440,097	375,000	450,000	450,000
127 Parks Impact Fee	70,000	100,000	0	0
129 Senior Services	758,272	598,584	0	0
130 Senior Services Projects	0	36,000	0	0
230 LOCAL Loan	59,890	59,896	61,300	61,300
311 REET 1	600,000	1,191,104	490,000	265,000
312 REET 2	709,615	936,100	571,300	515,000
320 Portland Loos	16,600	0	0	0
325 Windjammer Park	5,440	1,067,089	1,141,993	1,010,980
401 Water	7,802,113	6,241,926	12,109,097	8,507,041
402 Sewer	13,838,913	14,096,832	16,376,200	13,239,866
403 Solid Waste	4,537,993	4,760,061	6,539,333	6,364,249
404 Storm Drain	1,805,476	1,728,987	3,234,704	2,227,308
410 Marina	3,091,933	2,470,786	2,564,758	2,892,943
411 Water Reserves	499,726	243,200	284,395	2,000
412 Sewer Reserves	1,373	2,000	2,000	2,000
413 Solid Waste Reserves	0	0	0	0
414 Storm Drain Reserves	0	0	0	0
420 Marina Reserves	0	0	0	0
422 WWTP	3,028,768	750,000	579,272	580,030
431 Water Projects	0	7,021,459	2,227,436	1,635,435
432 Sewer Projects	0	577,727	200,000	1,750,000
434 Storm Drain Projects	0	1,998,415	654,247	0
440 Marina Projects	0	968,384	699,484	19,269,771
501 Equipment Rental	1,386,047	1,197,259	1,603,278	1,799,816
502 Equipment Replacement	1,045,800	1,330,500	4,550,000	1,075,000
504 Facility Replacement	40,000	0	0	500,000
505 Technology Replacement	741,038	806,835	1,073,600	1,073,600
510 Shop Facility	3,412,891	3,591,691	4,520,495	5,281,825
Grand Total	71,076,643	96,199,061	108,767,905	101,882,975

* Does not include unencumbered fund balance resource for easier comparison to previous years.

Budget by Fund Type

Fund	2025 Budget	2026 Budget	2025-26 Biennial Budget
Capital Project	4,659,827	4,491,934	9,151,761
Debt Service	61,300	61,300	122,600
Enterprise	66,601,191	71,320,947	137,922,138
General Fund	47,214,826	34,884,020	82,098,847
Internal Service	33,766,293	37,421,140	71,187,434
Special Revenue	14,991,163	11,222,389	26,213,551
Grand Total	167,294,600	159,401,731	326,696,330



Decision Package Summary

Fund/Departments	2025 Cost Estimates	2026 Cost Estimates
General Fund	212,416	227,916
Development Services	50,000	50,000
Code Enforcement site cleanups	10,000	10,000
Continue On-call Environmental services	20,000	20,000
Continue On-call Planning services	20,000	20,000
Finance	6,500	6,500
Continue Tuition	6,500	6,500
Fire	16,200	50,000
Increased communications cost	8,900	9,800
Increased maintenance costs	3,300	3,300
Increased utilities cost	4,000	4,000
New copier lease	0	1,600
Overtime	0	31,300
Fire-New Station	10,000	20,000
Overtime	10,000	20,000
Human Resources	2,300	4,000
Continue Non-rep employees clothing/uniform allowance	900	1,200
Risk mgmt. and safety supplies	1,400	2,800
Recreation	127,416	97,416
Respite Center modular roof replacement	30,000	0
Activity Guide	24,000	24,000
Summer Camps	25,000	25,000
Sports Leagues	25,416	25,416
Community Events	10,000	10,000
Rec and Roll	3,000	3,000
Teen Club	10,000	10,000
Internal Service Funds	53,500	51,000
Central Services	53,500	51,000
Increased operational and maintenance costs	53,500	51,000
Marina Fund	45,000	0
Marina	45,000	0
New Lift Station and control panel in Building 2	45,000	0
Grand Total	310,916	278,916

Position Changes Summary

Fund/Departments	First Year Recurring Annual Fiscal Impact	First Year Initial Non- recurring Cost
▣ General Fund	347,411	49,220
▣ Finance	49,000	3,400
Offsetting Grant Administration revenues	-62,000	0
1 Grants and Performance Analyst/Revenue and Performance Analyst	111,000	3,400
▣ Fire	0	38,370
2 Firefighters	240,428	38,370
Eliminate Paid-on-call Firefighter program	-240,428	0
▣ Human Resources	40,000	0
Reclass 0.5 FTE to full-time Human Resources Asst.	40,000	0
▣ Police	70,651	0
1 Records Info Specialist	70,651	0
▣ Recreation	113,450	1,450
1 Camp Lead Counselor	10,000	250
2 part-time Recreation Leaders	32,340	150
2 Seasonal Recreation Leaders	8,900	200
5 Seasonal Camp Counselors	42,110	750
1 part-time Recreation Leaders	20,100	100
▣ Mayor / Exec. Admin	9,810	6,000
0.2 FTE Communications Intern	9,810	6,000
▣ Dev. Svs - Building	64,500	0
.5 FTE Reclassification	64,500	0
▣ Internal Service Funds	138,705	7,100
▣ Central Services	104,769	7,100
1 Diesel Mechanic	99,124	7,100
Reclass position to Administration Manager	5,645	0
▣ Engineering	30,576	0
Reclass vacant position to Senior/Utility Project Engineer	30,576	0
▣ Public Works	3,360	0
Reclass position to Sr. Operations Foreman	3,360	0
▣ Marina Fund	25,440	2,300
▣ Marina	25,440	2,300
1 Part-time Marina Maintenance Tech.	25,440	2,300
▣ Streets Fund	74,313	800
▣ Streets	74,313	800
1 Streets Specialist I	74,313	800
▣ Utility Funds	189,455	1,600
▣ Solid Waste	74,313	800
1 Solid Waste Collector I	74,313	800
▣ Storm Drain	115,142	800
1 Senior Inspector	141,300	800
Reclass position to Special Projects and Compliance Coordinator/Manager	3,360	0
Reclass vacant position to Public Works Operations Manager	-29,518	0
Grand Total	775,324	61,020

All Funds - Revenue Trends by Category

Revenue Category	2023 Actuals	2024 Budget	2025 Budget	2026 Budget
Recurring Revenues	54,046,267	48,497,348	53,798,840	53,483,240
Business Licenses	84,063	90,400	102,400	105,100
Development Permits & Fees	547,478	433,950	655,300	639,700
Fuel Sales	603,874	456,951	604,300	622,500
Investment Interest	3,929,910	701,120	2,995,200	2,245,700
Infractions	32,036	82,400	46,400	46,400
Liquor / Marijuana / Criminal Just.	477,355	431,900	471,800	486,000
Lodging Tax	346,271	355,000	338,800	349,000
MVFT / CAPRON	1,398,384	1,409,365	1,304,500	1,283,100
Parks, Senior, Culture Fees	1,552,149	1,734,709	1,826,740	1,883,840
Property Tax	8,026,414	5,321,500	8,193,700	8,308,100
REET	846,350	1,000,000	959,000	987,800
Sales Tax	5,473,020	5,629,100	5,490,600	5,545,500
TBD Tax	1,175,805	1,250,000	1,150,000	1,150,000
Utility Revenues	26,139,583	26,353,703	25,433,900	25,566,100
Utility Tax & Franchise Fees	3,413,575	3,247,250	4,226,200	4,264,400
Non-recurring Revenues	10,762,790	11,510,932	4,248,737	24,875,450
Bond Proceeds	9,338,290	5,803,669	200	9,900,200
Donations & Contrib	23,560	20,000	42,900	342,900
Grants	910,189	5,687,263	4,151,937	14,577,050
Insurance Recoveries	490,752	0	53,700	55,300
Mix	1,938,892	690,410	737,500	758,700
Miscellaneous	1,938,892	690,410	737,500	758,700
Interfund Revenues	16,079,422	14,834,707	27,802,030	21,968,601
Interfund Allocations	10,886,105	9,716,372	16,808,387	17,756,120
Transfers In	5,193,317	5,118,335	10,993,643	4,212,481
Grand Total	82,827,371	75,533,397	86,587,107	101,085,991

All Funds Revenues - Items of Note

Recurring revenues – These revenues constitute the primary source of funding for continued City operations. They are projected to increase by 11% in 2025 and stay about the same for 2026. The reason for the larger than usual increase is due to the voters approving the levy lid lift and excess bond levies for fire response time improvements, interest earnings, and utility tax adjustments.

Non-recurring revenues – These revenues constitute the primary source of funding for capital projects and City initiatives. They tend to vary widely from year to year depending on the extent of programmed capital projects. Bond proceeds and the majority of grants (unsecured) in 2026 are for the Marina Dredging & Mitigation Project.

Mix – These contain a number of smaller revenues with various characteristics and classifications. These revenues are slightly higher than the 2024 budget figure.

Interfund Revenues – These revenues consist of charges for services from the reserve for replacement and Public Works internal services funds and the indirect cost allocation. These are increasing primarily

due to more fully funding the Facilities and Infrastructure Reserve Fund with interfund allocations for 2025 and 2026 and transfers for prior years.

All Funds - Expenditure Trends by Category

Expenditure Category	2023 Actuals	2024 Budget	2025 Budget	2026 Budget
Capital Outlay	3,966,345	32,011,161	27,654,234	28,264,706
Debt Service	8,433,752	7,608,094	5,865,688	5,480,488
Depreciation/ARO/Adjustments	6,006,315	0	0	0
Interfund Charges	10,911,157	9,475,417	16,775,085	17,722,523
Operating & Maintenance	18,244,049	20,586,106	24,527,904	22,398,737
Personnel	18,321,709	21,399,948	23,162,307	24,020,656
Transfers	11,199,631	5,118,335	10,993,643	4,212,481
Grand Total	77,082,958	96,199,061	108,978,861	102,099,591

All Funds Expenditures - Items of Note

Capital Outlay – These consist of projects as outlined in the Long-Term Capital Plan section of this document.

Debt – Debt service payments are fully funded in the biennial. The budget for debt is reducing due to the upcoming debt consolidation for the State Revolving Fund loans related to the Clean Water Facility (CWF) that was approved by the City Council.

Depreciation/Asset Retirement Obligation (ARO) – Non-cash expense that is reported on the City’s annual financial report and is determined annually as part of the year-end closing process. Per SAO guidance, amounts are not budgeted.

Interfund Charges – These revenues consist of charges for services from the reserve for replacement and Public Works internal services funds and the indirect cost allocation. These are increasing primarily due to better utilization of the City’s Facilities and Infrastructure Reserve Fund.

Operating and Maintenance (O&M) – includes operating and maintenance costs and the non-capital components of projects. Major reasons for increases from the previous biennial include:

Insurance – The latest insurance renewal from the Washington Cities Insurance Association (WCIA) is estimated to increase costs by about \$263,000.

Items purchased for resale – The cost of water from the City of Anacortes and fuel for the Marina increased by about \$630,000. These costs are meant to be recovered through resales and water rates.

Repair and Maintenance – The non-capital components of projects increased about \$1,146,000 compared to the 2024 budget, primarily because of the necessity of the City Hall and Police Station roof rejuvenation projects.

Minor equipment – Equipment and vehicle replacements purchased out of the Equipment Replacement Fund increased by about \$200,000. This is part of the long-term equipment and vehicle replacement schedule.

Professional services - The non-capital components of projects increased about \$340,000 while indigent defence services increased about \$62,000, which is in addition to the large increase experienced in 2024.

Public utility services – The cost of electricity for the CWF is trending upward. The City was notified by Island County to expect a 22% increase in residential and commercial solid waste tipping fees, which together amount to about a \$350,000 increase from 2024.

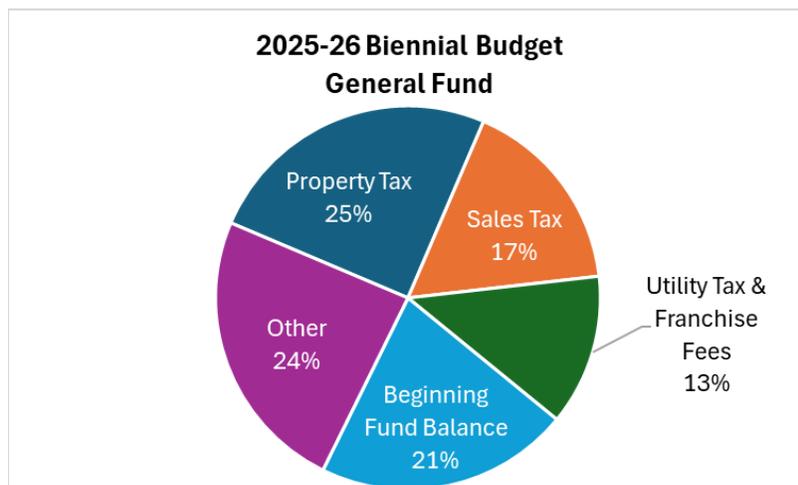
Municipal utility taxes – In conjunction with a 19% reduction to sewer rates to take effect in 2025, the City Council increased utility taxes to be more in line with the statewide city average. Taxes are collected in

the Utility Funds and transferred to the General Fund and the Cultural Arts Fund. Additional tax collections due to this and also due to growth amount to about \$800,000.

Personnel – Expenses are projected to come in below budget for 2024. Personnel accounts are budgeted at the full position cost, which includes adjustments incorporated in existing bargaining agreements for 2025 and a continuation of existing STEP increases for 2026, pending results of future bargaining. For non-represented employees, a continuation of STEPS and a 2.5% COLA increase for 2025 and 2.0% COLA increase for 2026 is included. Position additions and reclassifications, as detailed in the Position Changes Summary Section of this document, are also included. Estimated benefit cost increases per trend and information from the Washington State Retirement System and our benefit providers have also been factored in.

Transfers – Amounts are primarily project based. These are increasing in 2025 primarily due to projects and more fully funding the Facilities and Infrastructure Reserve Fund with catch-up contributions for prior years.

Major Revenue Sources and Resources General Fund



The trend information in this section of the document contains full year amounts for all years except 2024, which is presented as of September 9, 2024 year-to-date.

Beginning Fund Balance – 21% of General Fund

This consists of estimates of unencumbered fund available at the beginning of each year of the biennial. Unencumbered fund balance (resources) is required to be included in the budget per RCW 35.34.070 and 35.34.120.

Property Taxes – 25% of General Fund

Property taxes are levied on the assessed valuation of real and personal property within the city limits. In Washington State, the property tax is what is known as “revenue based”. That is to say that the tax amounts which can be levied in future years is a factor of the prior year total levy assessments. RCW 84.55.010 establishes a “limit factor” of one percent of the highest levy of the three most recent years. An exception for cities larger than 10,000 population further limits the levy to the Implicit Price Deflator (IPD) if it is less than one percent unless a majority of the council, plus one more member, finds a “substantial need” to raise the levy to the full one percent increase (RCW 84.55.0101). Per the

Department of Revenue’s September 26, 2024 letter to County Assessors, the IPD will be 2.57%. Due to the fact that we are unable capture the amount in excess of one percent, this budget recommends that City Council increase the rates by the maximum of one percent, as has been done in the past. Not raising the levy by this minimal amount will have a negative compounding effect on future property tax levies.

While the limit is determined on a “revenue based” approach, state law also limits the property tax levy for cities to no more than \$3.60 per \$1,000 of assessed valuation. From that amount, up to \$.50 is deducted if the city is part of a library district (such as in Oak Harbor); for 2024 Sno-Isle Regional Library rate was 0.3243. Therefore, the maximum property tax rate that the City could have assessed in 2024 was \$3.2757 per \$1,000 of assessed valuation. The most recent property tax rate in Oak Harbor (for the 2024 tax year) was \$2.31150, well below this limit.

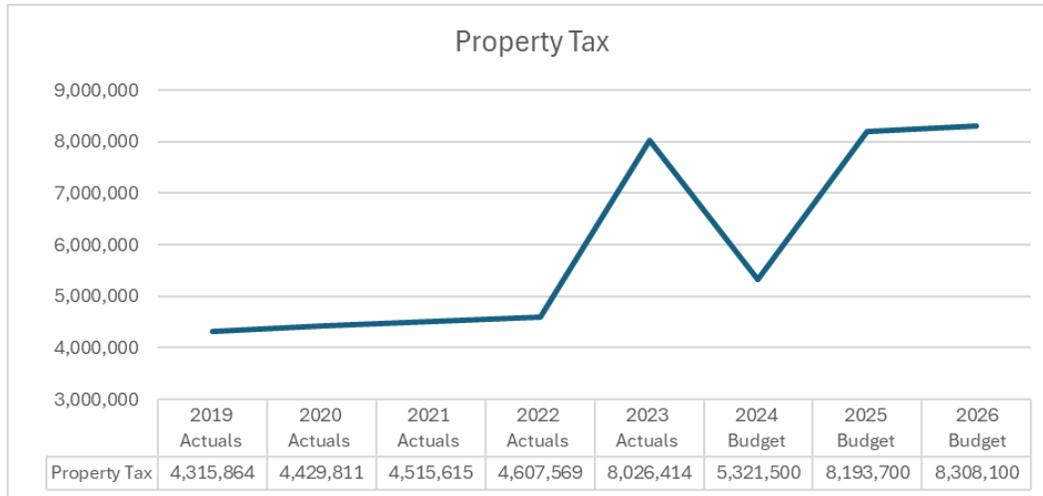
In addition, property values added to the tax base either through new construction or annexations are added to the property tax levy in subsequent years. For purposes of the 2025-26 forecast, we’ve projected relatively above average increases in new construction based on conversations with the City’s Development Services Director. No increases for potential future annexations are included in these estimates.

On November 8, 2022, the voters overwhelming approved two City Council initiated ballot propositions which approved a levy lid lift and excess bond levy for the purpose of fire protection response time improvements. This amount is under the maximum property tax rate cited above. Partial preliminary staffing and training and costs for the new fire station and apparatus are included in the budget and capital plans.

The overall property tax rate for residents of the City of Oak Harbor in 2024 was \$8.426 (rounded) per \$1,000 of assessed valuation. Below is a chart of the various property tax jurisdictions and their tax rates.

Tax Area	100	APPRAISER-OH Schl Dist, in OH
State - State School		State School 1.5818082046 *State School Part 2 0.7564532771 <u>Total State 2.3382614817</u>
County - Island County General Fund		*County Developmental Disa 0.3724427666 County Current Expense *County Mental Health *County Veteran's Relief <u>Total County 0.3724427666</u>
City - City of Oak Harbor		City of Oak Harbor 2.3114764785 *City of Oak Harbor BOND 0.1808658433 <u>Total City 2.4923423218</u>
Park - Park & Recreation North Whidbey		P & R N Whidbey GEN 0.1372100148 *School 201 Enrichment 1.8130855878 <u>Total School 1.9502956026</u>
Cemetery - Cemetery #1 North Whidbey		Cemetery #1 0.0040577009 <u>Total Cemetery 0.0040577009</u>
Library - Library Sno-Isle Regional		Library Sno-Isle GEN 0.3243030872 <u>Total Library 0.3243030872</u>
Emergency Medical Services - Whidbey Health EMS Island County		Hospital GEN (EMS) 0.3312302018 <u>Total Emergency Medical 0.3312302018</u>
Hospital District - Whidbey Health		*Hospital BOND 0.1899917765 Hospital GEN 0.3914191658 <u>Total Hospital District 0.5814109423</u>
Conservation - Conservation District Whidbey (Not a taxing distr)		*Whidbey Conservation Dist 0.0320173310 Conservation Futures <u>Total Conservation 0.0320173310</u>
<u>Total Levy</u>		<u>8.4263614359</u>
Total Levy with exemptions		5.4859649512

Below is the historic trendline for property taxes and biennial budgeted amounts.



Sales Tax – 17% of General Fund

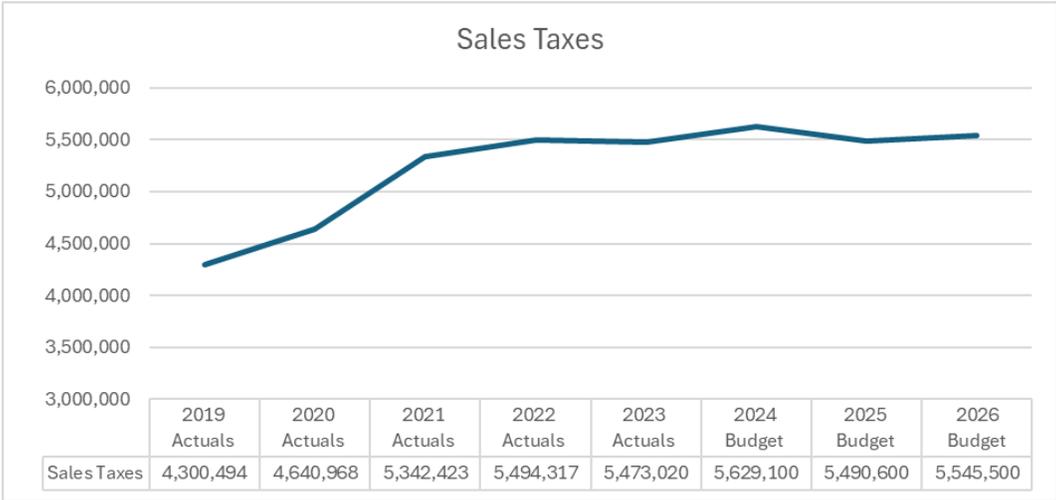
Sales tax is imposed on the sale of goods and services occurring within the municipal boundaries of the city, or when certain goods ordered from other jurisdictions are delivered to customers residing in Oak Harbor. The City’s total sales tax rate is 9.0% of which the City is allowed to receive, by law, an amount equal to 1.06% of sales. 0.87% of sales is deposited into the General Fund while 0.20% of sales is deposited into the TBD fund.

Below is a table of the sales tax rates by jurisdictions within the city of Oak Harbor effective July 1, 2024.

<u>Jurisdiction</u>	<u>Rate</u>
State of Washington	6.51%
Island County	0.53%
Island Transit	0.89%
Oak Harbor - General Fund	0.87%
Oak Harbor - TBD	0.20%
Total	9.00%

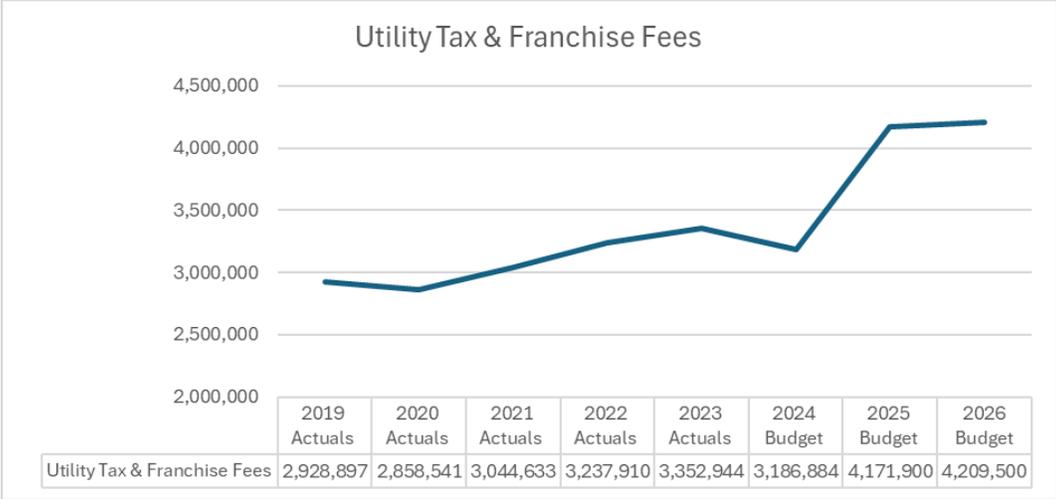
Below is the historic trendline for sales taxes as well as the biennial budgeted amounts. The sharp increase in collections from 2019 to 2021 can be attributed to a quicker than expected economic recovery from

the pandemic induced recession and higher prices for goods and services due to inflation. Collections have leveled off since that time and are projected to stay relatively flat for the biennial period.



Utility Taxes and Cable Franchise Fees – 13% of General Fund

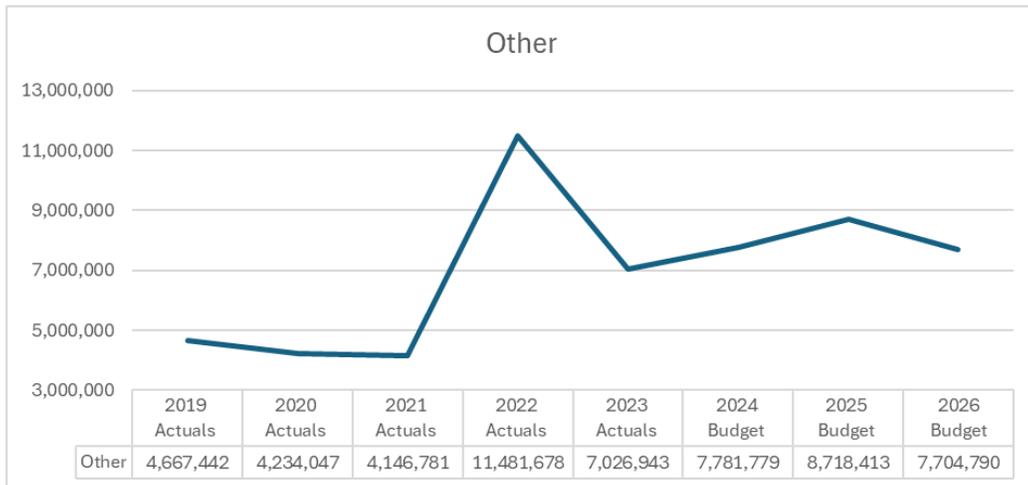
As of January 1, 2025, the City’s utility tax rate will be increasing to be more in line with the State average for cities. This will happen in conjunction with a lowering of the sewer utility rates. The tax rate will be 9.832% on the City’s Water, Sewer, and Solid Waste utilities and other solid waste providers’ gross operating revenues and 9.582% on the City’s Storm Drain utility’s gross operating revenues. 0.25% of the Water, Sewer, and Solid Waste utility tax is earmarked to fund creative arts. Others providers subject to the tax at different rates are electric, telephone, cellular telephone, natural gas, and cable TV franchises. The tax base for the telephone utility tax has been shrinking due to the conversion of many households to an internet-based telecommunication. Internet based activities are exempt from taxation because of a federal preemption.



The City utilities described above account for about 56% of the total utility taxes and Franchise Fees. The estimates for the 2025 and 2026 budget reflect recommended changes to the City’s utility rates.

Other – 24% of General Fund

The Other category consists of various accounts of which the following are the major components:



Grants:

Various secured and unsecured Federal, State, and local grants are scheduled to be received.

Building and Other Development Permits:

Building permit fees represent a partial cost recovery fee established to reimburse the City for the time spent by staff in reviewing construction projects. At their current levels, they recover about 25%-30% of costs. Also included in the category are small amounts collected for animal licenses and other miscellaneous permits.

Business Licenses:

This revenue is from the issuance of licenses to conduct business in the City of Oak Harbor. The fees charged range from \$50 to \$500 based on business gross revenues.

Gambling Taxes:

These taxes are assessed upon gambling operations within the City of Oak Harbor and cover punchboards, pull tabs, bingos, and raffles. Total revenues from these sources are less than .01% of total General Fund revenues.

Interfund Allocations:

Revenues associated with the City’s Indirect Cost Allocation Plan which is based on the departments that provided support services for the direct service departments and the type and level of support that was provided. For 2023, the indirect cost rate averaged 4.04%.

Municipal Court Collections:

The City of Oak Harbor collects and retains a portion of the fines levied to individuals who appear in the municipal court and is reimbursed for a portion of some costs and expenses such as probation fees and court appointed attorney fees.

Transfers In:

Revenues associated with transfers from various funds for capital projects and operational purposes.

Infractions and penalties:

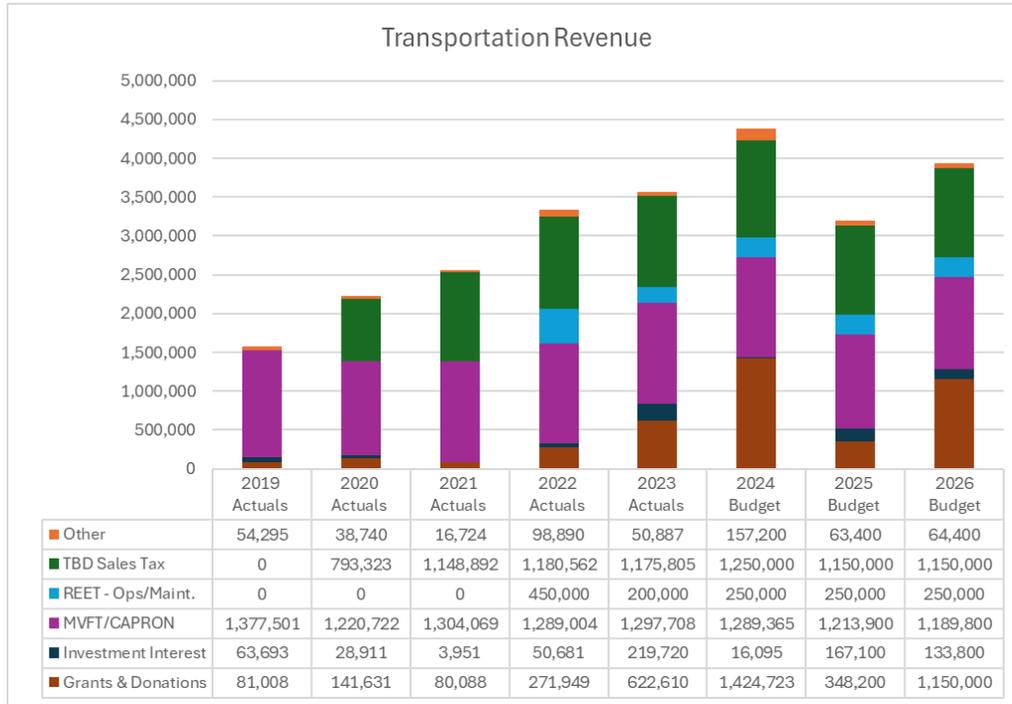
Revenues associated with traffic, parking, and other infractions/penalties.

Special Revenue Funds

The following charts show selected revenues that are specifically dedicated to the respective areas of the City as outlined below.

Transportation Revenues

Transportation Funds derive revenue from a variety of sources including Washington State Shared Motor-vehicle, “CAPRON Funds”, Impact Fees and the Transportation Benefit District. The chart below illustrates the trends and history of the Transportation Funds revenues:



The TBD funded by a 0.2% sales tax was approved by the voters in 2019 and are limited to cost associated with transportation improvement projects identified in Oak Harbor’s six-year Capital Improvements Plan and Street Saver Pavement Management System. The Motor Vehicle Fuel Excise Tax (MVFT) is derived from Washington’s excise tax on each gallon of motor fuel with less than ten percent of the total amount collected proportionally distributed back to each city. Two other smaller revenues were implemented for Cities in 2015 (MVA Transportation and Multimodal Transportation) and are distributed proportionally. CAPRON funds are only available to Island and San Juan Counties and are derived from a portion of vehicle license fees and motor vehicle fuel taxes paid by the county’s residents and distributed based on proportional assessed valuation of the jurisdiction.

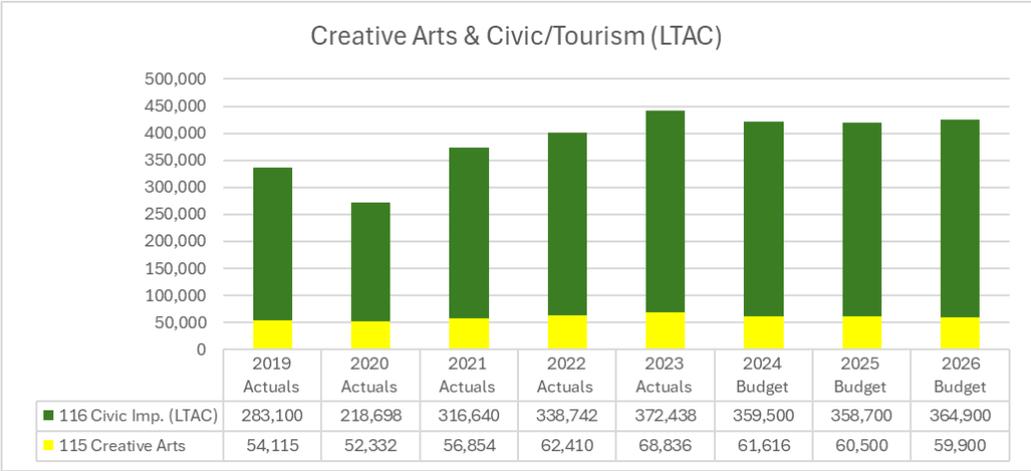
MVFT and CAPRON revenues peaked in 2007 and while CAPRON funds have generally stayed steady since their peak in 2007, MVFT revenues are about 20% to 25% off their peak. Both were significantly reduced during the COVID pandemic.

Civic and Creative Arts Revenues

Civic revenues for the City of Oak consist of the Hotel-Motel Funds / Transient Lodging Tax Funds in accordance with RCW 67.28.1816. These revenues consist of a two-percent credit against the State sales tax and a two-percent local tax for a total of four-percent. Per State law, the City has established a Lodging Tax Advisory Committee (LTAC) to review funding applications and recommend awards to the City Council.

Creative Arts revenues are derived from a 0.25% utility tax on water, sewer and solid waste operations at the City.

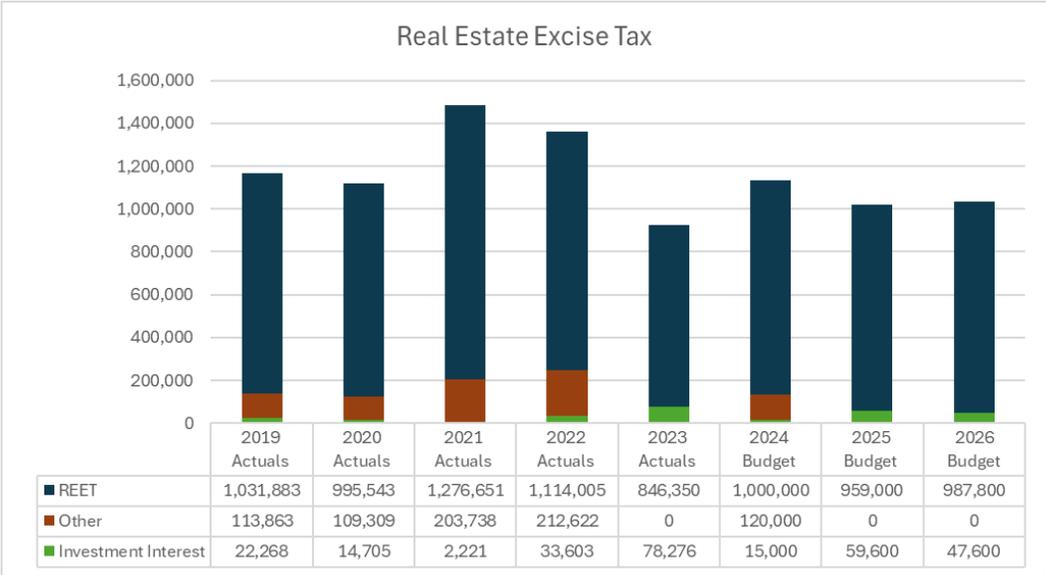
Below is an illustration of the trends and expectations for each of these funds overall:



Capital Project Funds

Real Estate Excise Tax (REET) Revenues

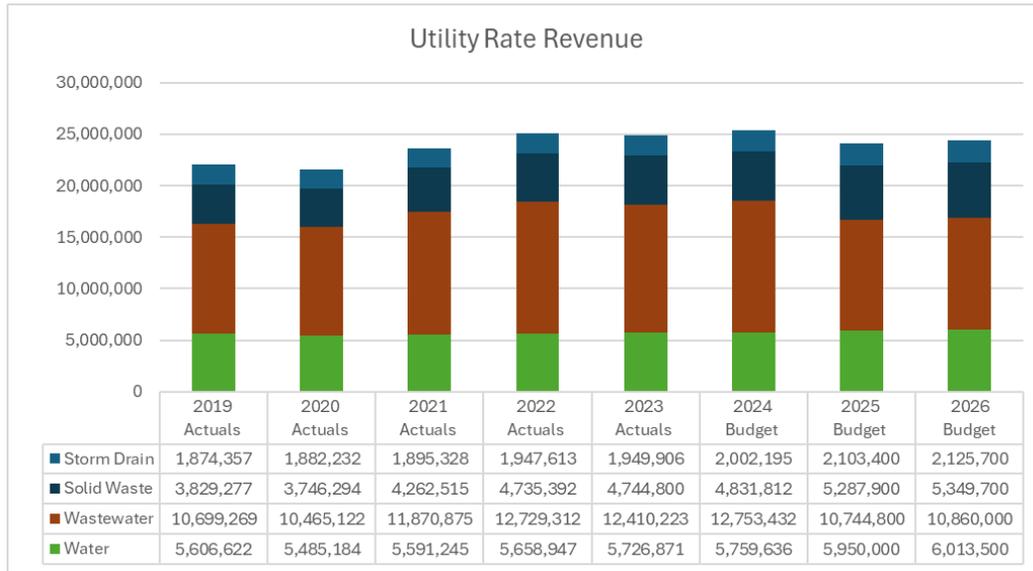
Per State law, REET revenues are to be classified as capital project funds, not special revenue funds, even though they effectively function as special revenue funds as no projects are completed in REET funds, they are simply a funding source for other funds. REET revenues are based on real estate transactions and are required to be used for specific types of capital improvements (with some exceptions for capital project maintenance). The first ¼% is known as REET 1 and is governed by RCW 82.46.010. The second ¼% is available to those cities planning under the GMA and is known as REET 2 (RCW 82.46.035). The chart below illustrates the trends and projections for REET funds.



Enterprise Funds

Utility Revenues

The City operates four utilities: Water, Wastewater, Solids Waste, and Storm Drain. Each utility fund charges rates intended to recover the full costs of operating the utility, including providing for the facilities and equipment necessary for the utility to be successful. The chart below illustrates the trends and projections for utility fund revenue in the City.

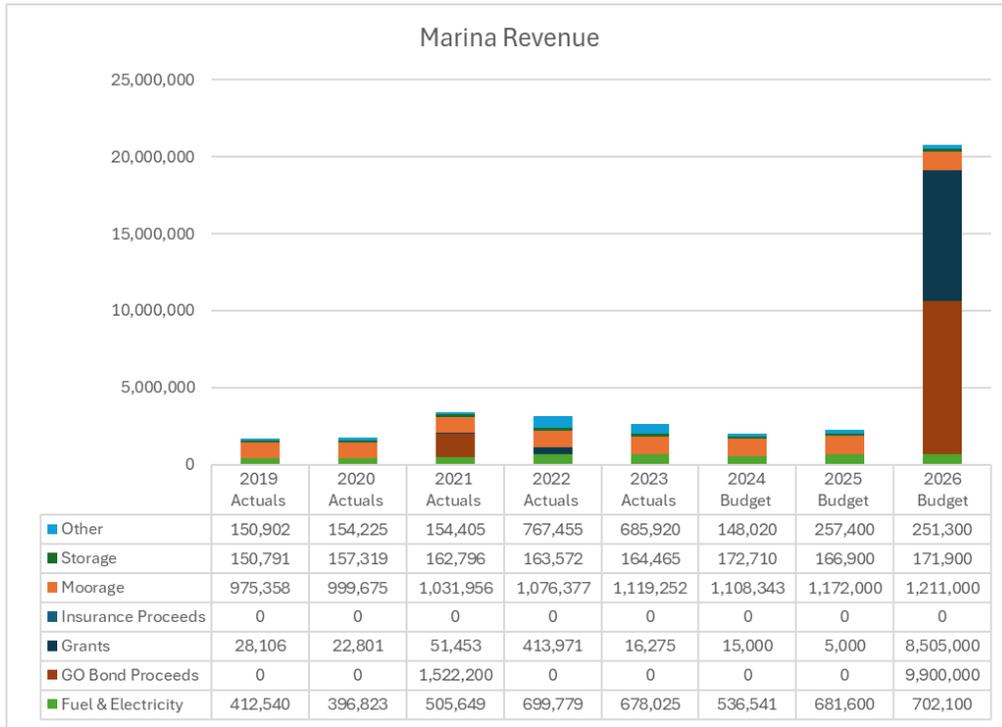


The City Council adopted utility rates for 2023 through 2025 via Ordinance 1961 on September 20, 2022. Rates for Wastewater service was reduced by three percent in 2023 and kept at that level through 2025, while rates for Water and Storm Drain service were unchanged. For Solid Waste service, expenditures were analyzed to better understand the cost of this utility’s component parts (Yard Waste, Dumpsters, Roll Carts, and Recycling) and fees were adjusted accordingly. The overall effect for a customer with Yard Waste service was a 6.4% or \$2.03 increase in 2023 and less than one percent increases in each of 2024 and 2025. For a customer without Yard Waste, rates were reduced by two percent in 2023 and kept at that level through 2025.

The City Council updated utility rates for 2025 via Ordinance 2004. The rates are reflective of the reduction in debt service costs for the Wastewater Utility’s Clean Water Facility due to debt restructuring with the Washington Department of Ecology. The ordinance reduced wastewater rates by approximately 19% effective starting in 2025.

Marina Revenues

An additional enterprise fund (where the rates and charges are anticipated to recover the full costs of operations) is the City’s Marina. The graph below illustrates the past trends and forecasts for the City Marina. Modest increases to moorage rates and dredging fees are included in the biennial. The large increase shown in 2026 is due to the \$11,300,000 Marina Dredging & Mitigation, \$7,500,000 Marina Breakwater Replacement & Mitigation, and \$469,771 F Dock Storm Damage Repair - Phase 3 projects.



Beginning (Unencumbered) Fund Balance Overview

RCW requires the inclusion of an estimate “unencumbered fund balance” for each fund for a city’s biennial budget (RCW 35.34.070 and 35.34.120). The estimate of unencumbered fund balance is called budgeted or beginning fund balance in the accounting system and budget documents. Current assets and liabilities, as well as additional anticipated revenues and expenditures are netted against available cash to calculate beginning fund balance.

Additionally, in operating funds, monies are excluded for operating reserve; 16.67% in governmental funds and 20% or 25% in enterprise funds. Some funds also have specific items earmarked as reserves and, therefore, are subtracted from the calculation and considered encumbered (unbudgeted) fund balance.

Cash
+ Current Assets
- Current Liabilities
+ Anticipated Revenues
- Anticipated Expenditures
<hr/>
Available Fund Balance
- Operating Reserves
- Other Items
<hr/>
<u>Budgeted Fund Balance</u>

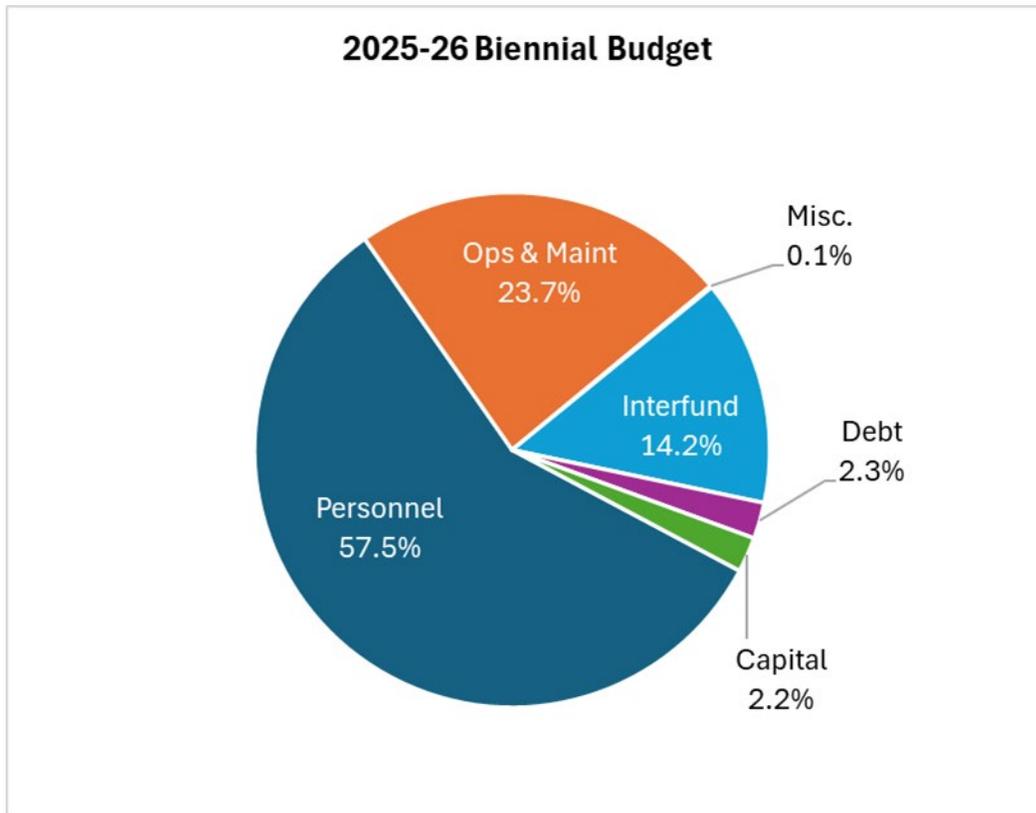
Estimates of beginning and encumbered fund balance are included in the chart below.

Beginning 2025 Fund Balance

Fund	Budgeted Fund Balance	Estimated Encumbered Fund Balance	Total
001 General Fund	7,579,498	8,225,138	15,804,636
002 General Fund Reserves	2,271,275	-	2,271,275
005 Current Exp. - Seizure	11,414	-	11,414
006 Whidbey Island Marathon	-	-	-
007 General Fund Projects	9,896,227	-	9,896,227
101 Streets	811,624	239,661	1,051,285
102 Streets Projects	2,803,283	-	2,803,283
103 Arterials Projects	919,306	-	919,306
105 Transportation Cap. Improve	941,234	-	941,234
106 Paths & Trails	15,147	-	15,147
107 TBD	1,406,973	-	1,406,973
108 TBD Projects	761,304	-	761,304
115 Creative Arts	269,124	-	269,124
116 Civic Imp. (2% lodging)	738,368	-	738,368
127 Parks Impact Fee	220,912	-	220,912
311 REET 1	718,440	-	718,440
312 REET 2	1,390,471	-	1,390,471
325 Windjammer Park	1,220,853	-	1,220,853
401 Water	6,246,127	3,159,223	9,405,350
402 Sewer	8,553,216	1,726,161	10,279,376
403 Solid Waste	2,084,961	673,740	2,758,701
404 Storm Drain	1,560,778	523,624	2,084,402
410 Marina	836,171	400,520	1,236,691
411 Water Reserves	3,240,521	-	3,240,521
412 Sewer Reserves	716,515	-	716,515
413 Solid Waste Reserves	129,178	-	129,178
414 Storm Drain Reserves	460,641	-	460,641
420 Marina Reserves	9,082	-	9,082
422 WWTP	845,814	-	845,814
431 Water Projects	7,041,750	-	7,041,750
432 Sewer Projects	802,726	-	802,726
434 Storm Drain Projects	1,631,629	-	1,631,629
440 Marina Projects	1,144,988	-	1,144,988
501 Equipment Rental	27,784	-	27,784
502 Equipment Replacement	9,588,648	-	9,588,648
504 Facility Replacement	2,247,916	-	2,247,916
505 Technology Replacement	538,129	-	538,129
510 Shop Facility	1,025,468	-	1,025,468
Grand Total	80,707,493	14,948,066	95,655,559

Major Operating Fund Budget Summaries
General Fund (001)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	3,371,989	6,704,311	7,579,498	5,119,932
Revenues:				
Revenues	22,699,503	18,922,173	23,835,140	23,736,940
Transfers In	1,036,667	1,033,000	386,300	415,000
Grants	143,151	1,964,090	2,353,173	1,615,950
Total Revenues	23,879,321	21,919,263	26,574,613	25,767,890
Expenditures:				
Personnel	12,538,959	14,295,772	15,788,581	16,372,780
Ops & Maint (Inc. Projects)	4,017,370	6,180,485	7,626,025	5,626,475
Misc. (Inc. Transfers Out)	769,995	232,499	29,200	29,200
Interfund Charges	1,744,714	2,138,060	3,874,683	4,062,386
Debt	679,230	-	634,300	635,800
Capital Outlay	796,730	100,000	1,081,390	150,000
Total Expenditures	20,546,998	22,946,816	29,034,179	26,876,641
Revenues minus Expenditures	3,332,323	(1,027,553)	(2,459,566)	(1,108,751)
Ending Budgeted Fund Balance (EFB)	3,448,160	5,676,759	5,119,932	4,011,181
Estimated additional EFB	3,256,152	1,902,739		
Estimated Ending Bud. Fund Bal.	6,704,311	7,579,498	5,119,932	4,011,181



Items of Note

Revenues – Inclusion of Fire Levy Property Tax Lid Lift and Fire Bond Property Tax Excess Levy, adjusted utility taxes, grant revenues and project related revenues.

Personnel Services – Bargaining agreements, the 2.5% and 2% COLA for 2025 and 2026, respectively, and shifting of recreation from the former Senior Center fund.

Operating and Maintenance – Increases primarily due to grant funded items such as urban forestry activities and mental health activities; indigent defense, communications, and insurance expenses; and repair/replacement projects such as the City Hall and Police Station roof restorations.

Misc. – Reduction due to elimination of transfer to the former Senior Center Fund.

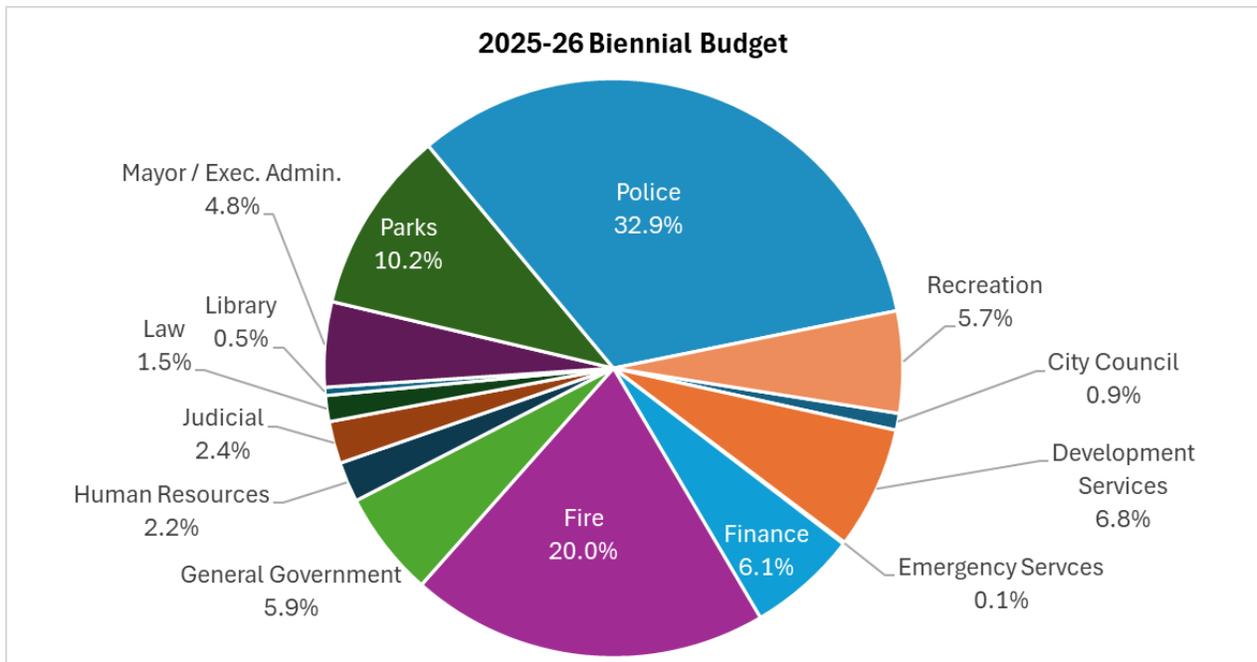
Interfund Charges – Impact primarily due to increases to the interfund equipment and vehicle reserve and the implementation of the new Facility and Infrastructure reserve.

Debt – Due to Fire Bond Property Tax Excess Levy.

Capital Outlay – Includes items such as Smith and Catalina Park improvements, various park vehicles and equipment, The Center parking lot improvements and Generator, police vehicles, and City Hall generator.

General Fund

Department	2023 Actuals	2024 Budget	2025 Budget	2026 Budget
City Council	193,220	205,530	260,910	264,910
Development Services	1,410,664	2,701,949	2,002,212	1,823,638
Emergency Services	20,124	22,391	27,500	28,500
Finance	1,367,802	1,419,847	1,693,667	1,741,867
Fire	4,286,998	4,355,956	5,542,253	5,649,611
General Government	2,201,716	1,481,010	2,012,814	1,280,779
Human Resources	443,713	503,402	615,523	639,123
Judicial	388,429	562,700	649,700	668,500
Law	402,918	362,933	402,400	409,700
Library	165,681	81,200	114,400	142,400
Mayor / Exec. Admin.	1,047,971	1,130,481	1,304,965	1,351,265
Parks	1,398,053	2,356,753	3,086,215	2,643,900
Police	7,219,709	7,762,664	9,376,432	8,998,933
Recreation	0	0	1,945,189	1,233,515
Grand Total	20,546,998	22,946,816	29,034,179	26,876,641



Items of Note

Encumbered (Unbudgeted) fund balance-\$8,225,138. Comprised of the following:

Capital facility reserve-\$500,000

Excess stabilization cash-\$984,850

Sleeper Road proceeds-\$160,138

Fire Levy/Excess Levy-\$2,896,101

Operating reserve-\$3,228,274

Council Priority Projects-\$368,660

Economic Development Reserve-\$87,115

City Council - Impact primarily due to interfund hardware and software contributions, travel, and office and operating supply cost per trend.

Development Services - Impact primarily due to interfund software contribution and Engineering allocation.

Finance – Impact primarily due to State Auditor Office annual audit costs, educational training, and personnel services.

Fire / Emergency Services - Impact primarily due to interfund vehicle and equipment and facility and Infrastructure allocations, Fire bond excess levy debt service, insurance, and personnel services.

General Governmental - Impact primarily due to interfund facility and Infrastructure allocations, insurance, and projects such as the City Hall and Police Station Facility Alternatives Study and the City Hall roof restoration.

Human Resources - Impact primarily due to personnel services.

Judicial - Impact primarily due to indigent defense.

Law - Impact primarily due to legal and prosecution costs.

Library - Passthrough from Sno-Isle Library District to pay Skagit Valley College for janitorial services.

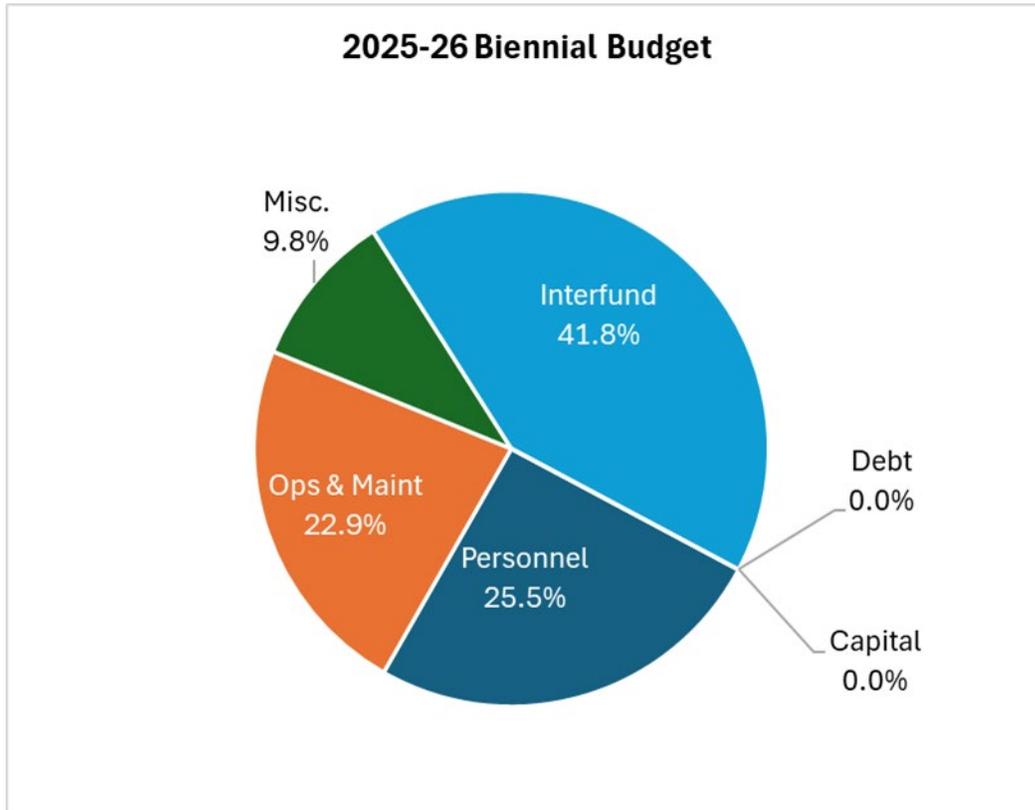
Mayor / Executive - Impact primarily due to interfund software contribution, travel, small and attractive equipment, and personnel services.

Parks & Recreation - Impact primarily due to the inclusion of recreation in the General Fund (from the Senior Center Fund), expenses covered by the Urban Forestry Management Grant, and various park vehicles and equipment.

Police - Impact primarily due to new police vehicles, interfund vehicle and equipment and facility and Infrastructure allocations, and the police station roof restoration.

Streets Fund (101)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	265,187	849,692	811,624	373,182
Revenues:				
Revenues	1,499,890	1,457,450	1,414,100	1,363,300
Transfers In	693,620	357,000	250,000	250,000
Grants	-	50,000	-	-
Total Revenues	2,193,510	1,864,450	1,664,100	1,613,300
Expenditures:				
Personnel	365,668	488,654	509,269	526,407
Ops & Maint (Inc. Projects)	336,794	537,523	473,348	457,190
Misc. (Inc. Transfers Out)	126,979	139,482	164,200	234,600
Interfund Charges	739,527	1,154,762	955,725	743,371
Debt	-	-	-	-
Capital Outlay	40,036	-	-	-
Total Expenditures	1,609,006	2,320,421	2,102,542	1,961,568
Revenues minus Expenditures	584,505	(455,971)	(438,442)	(348,268)
Ending Budgeted Fund Balance (EFB)	535,186	393,721	373,182	24,914
Estimated additional EFB	314,506	417,903		
Estimated Ending Bud. Fund Bal.	849,692	811,624	373,182	24,914



Items of Note

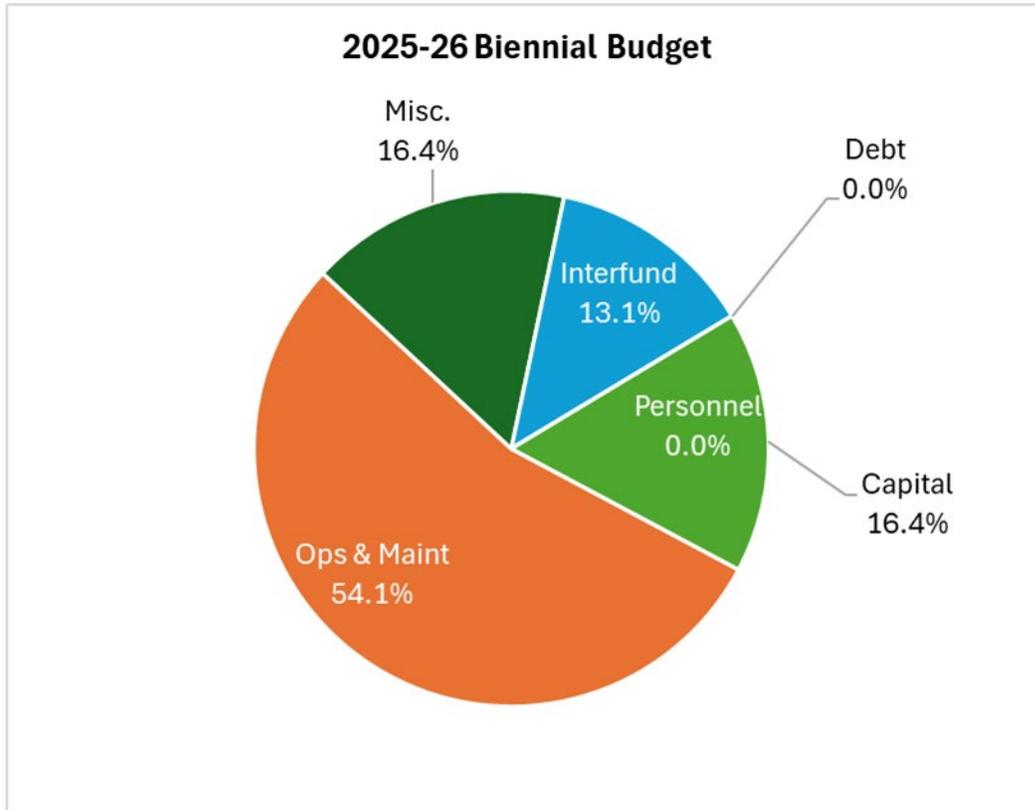
Interfund Charges and Misc. primarily consist of transfers to the Streets or Arterials capital projects funds and various interfund allocations.

The negative figure for 2023 beginning fund balance signifies the fund needing to temporarily dip into its operating reserve.

As mentioned in the 2025-26 Biennial Budget Highlights section, the streets fund has been supported by REET funding due to the lack of street funding from the State. However, even with this, this fund is projected to use up almost all of the unencumbered fund balance available by the end of 2026. This will require dipping into its operating reserve or emergency on-going transfers from other funds just to sustain operations. Other funds may not be able to meaningfully support street operations for an extended period of time. Revenue options, including the potential for an additional 0.1% councilmanic increase to the TBD sales tax, will be presented for City Council consideration during the biennial period.

Creative Arts Fund (115)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	277,264	284,468	269,124	220,869
Revenues:				
Revenues	68,836	61,616	60,500	59,900
Transfers In	-	-	-	-
Grants	-	-	-	-
Total Revenues	68,836	61,616	60,500	59,900
Expenditures:				
Personnel	-	-	-	-
Ops & Maint (Inc. Projects)	1,684	174,065	67,000	32,100
Misc. (Inc. Transfers Out)	-	20,000	15,000	15,000
Interfund Charges	13,656	500	11,755	12,208
Debt	-	-	-	-
Capital Outlay	46,292	-	15,000	15,000
Total Expenditures	61,632	194,565	108,755	74,308
Revenues minus Expenditures	7,204	(132,949)	(48,255)	(14,408)
Ending Budgeted Fund Balance (EFB)	316,792	151,519	220,869	206,461
Estimated additional EFB	(32,324)	117,605		
Estimated Ending Bud. Fund Bal.	284,468	269,124	220,869	206,461

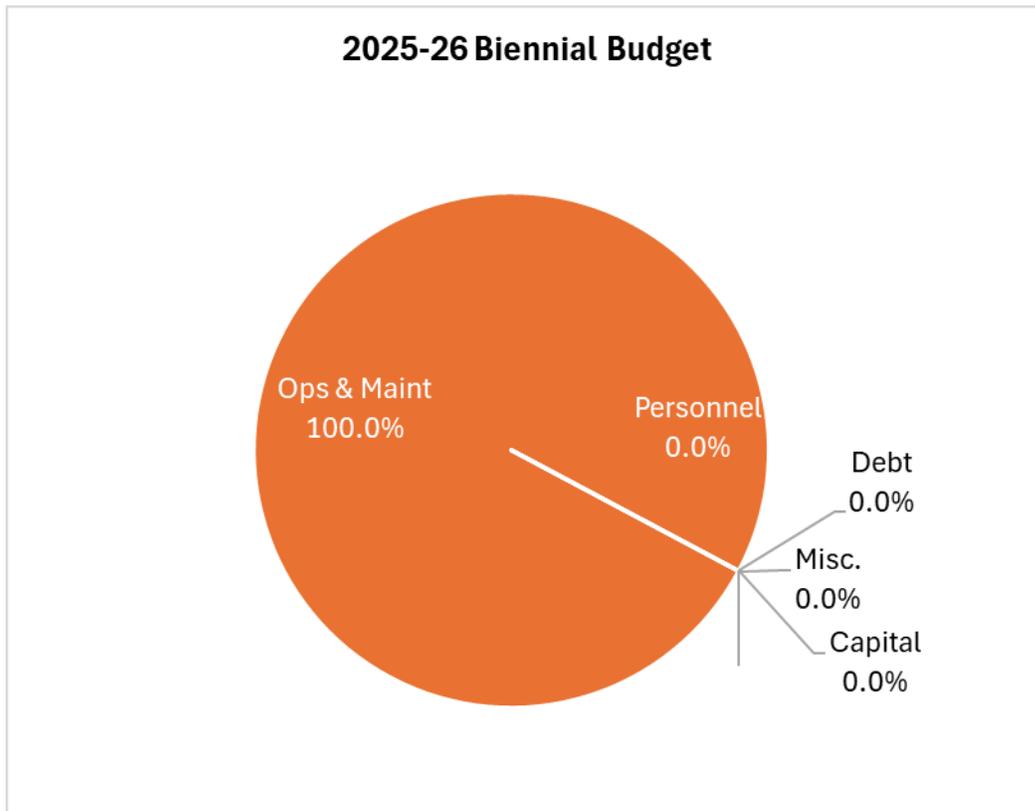


Items of Note

Various miscellaneous expenses have been budgeted in the Arts Fund.
Transfers out for art-related recreational activities are included.
Funds have been budgeted for machinery and equipment for art installations.

Lodging Tax Fund (116)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	820,367	752,708	738,368	647,068
Revenues:				
Revenues	372,438	359,500	358,700	364,900
Transfers In	-	-	-	-
Grants	-	-	-	-
Total Revenues	372,438	359,500	358,700	364,900
Expenditures:				
Personnel	-	-	-	-
Ops & Maint (Inc. Projects)	440,097	375,000	450,000	450,000
Misc. (Inc. Transfers Out)	-	-	-	-
Interfund Charges	-	-	-	-
Debt	-	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	440,097	375,000	450,000	450,000
Revenues minus Expenditures	(67,659)	(15,500)	(91,300)	(85,100)
Ending Budgeted Fund Balance (EFB)	632,867	737,208	647,068	561,968
Estimated additional EFB	119,841	1,160		
Estimated Ending Bud. Fund Bal.	752,708	738,368	647,068	561,968

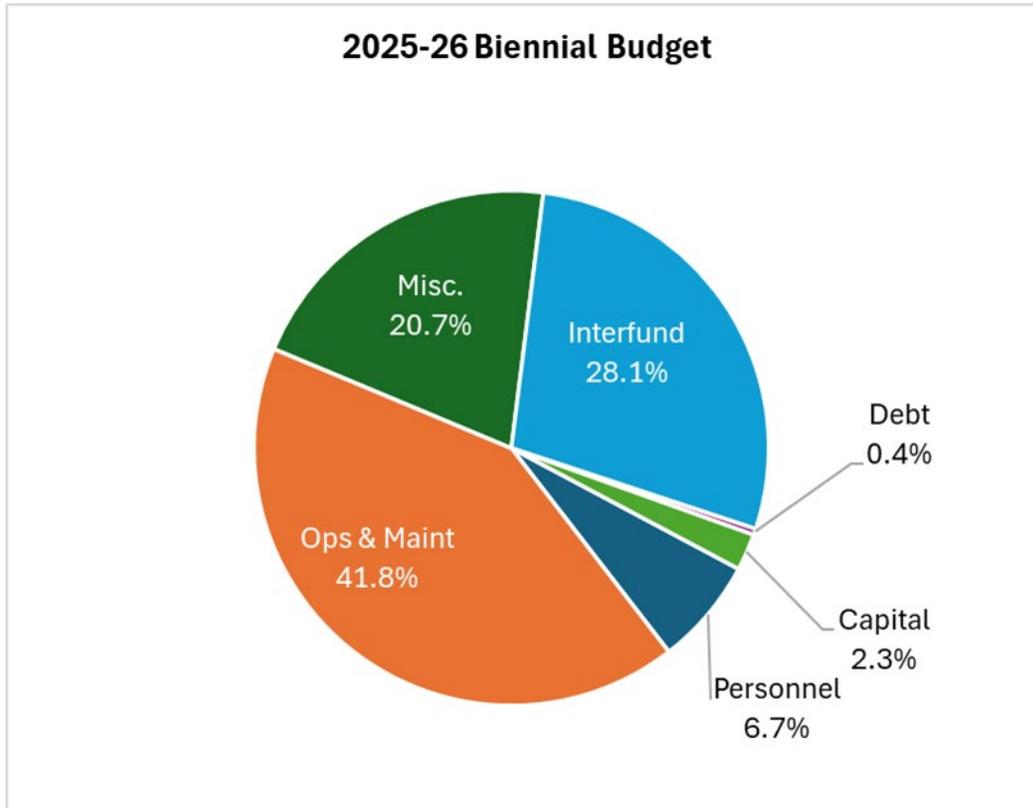


Items of Note

Funding for the 2025 LTAC grant round has been included in the budget. The budget will be amended to match the amount the City Council authorizes for 2026 LTAC grants.

Water Utility Fund (401)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	4,985,970	5,243,978	6,246,127	1,628,430
Revenues:				
Revenues	8,060,121	6,525,517	7,491,400	7,301,400
Transfers In	-	141,200	-	-
Grants	-	-	-	-
Total Revenues	8,060,121	6,666,717	7,491,400	7,301,400
Expenditures:				
Personnel	516,838	581,388	678,300	711,300
Ops & Maint (Inc. Projects)	4,104,971	3,943,815	4,504,249	4,110,337
Misc. (Inc. Transfers Out)	1,626,436	87,500	3,566,788	697,800
Interfund Charges	1,501,761	1,069,122	2,832,640	2,959,004
Debt	52,107	52,001	51,800	28,600
Capital Outlay	-	508,100	475,320	-
Total Expenditures	7,802,113	6,241,926	12,109,097	8,507,041
Revenues minus Expenditures	258,007	424,791	(4,617,697)	(1,205,641)
Ending Budgeted Fund Balance (EFB)	5,357,312	5,668,769	1,628,430	422,789
Estimated additional EFB	(113,334)	577,358		
Estimated Ending Bud. Fund Bal.	5,243,978	6,246,127	1,628,430	422,789



Items of Note

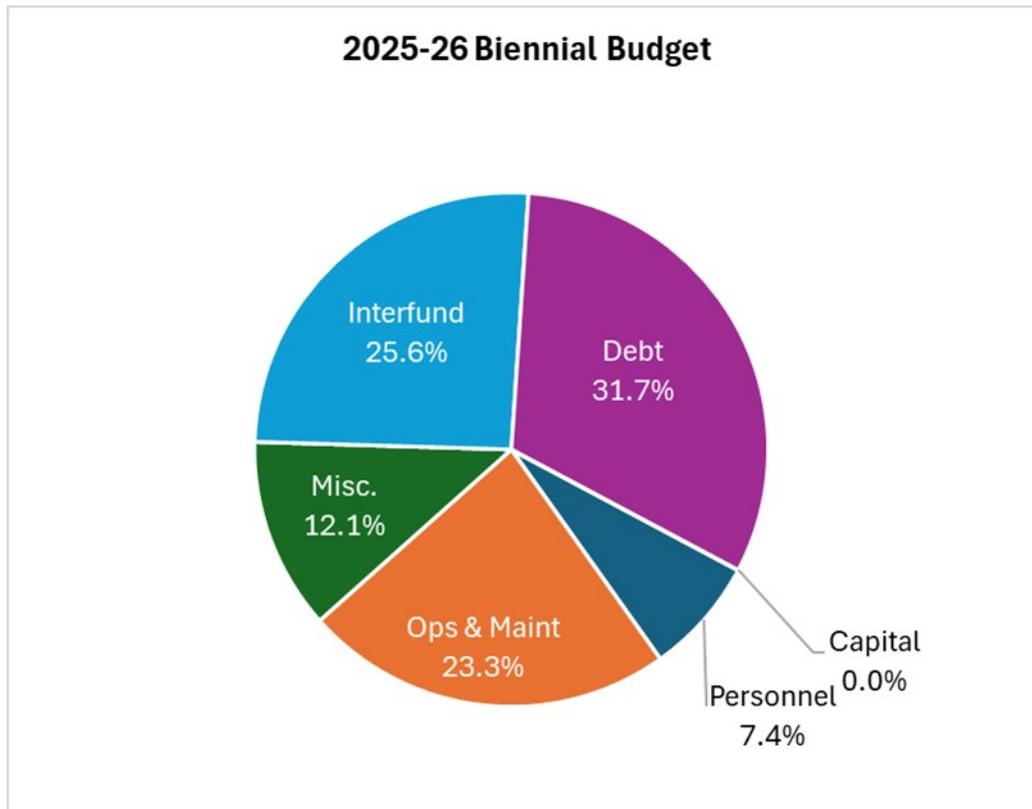
No rate increases adopted by the City Council.

The impact of transfers out and interfund charges are primarily due to funding of the Facility and Infrastructure reserve.

The impact of the increase of Anacortes water rates related to regional and oak harbor segment capital costs will deplete fund balance and put pressure on rates.

Wastewater Utility Fund (402)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	7,959,123	8,097,612	8,553,216	3,582,116
Revenues:				
Revenues	13,426,471	12,891,013	11,329,100	11,333,400
Transfers In	550,000	-	-	-
Grants	931	300,000	76,000	-
Total Revenues	13,977,402	13,191,013	11,405,100	11,333,400
Expenditures:				
Personnel	933,818	1,328,678	1,070,258	1,113,226
Ops & Maint (Inc. Projects)	2,533,082	2,975,313	3,775,058	3,114,943
Misc. (Inc. Transfers Out)	722,612	375,000	3,097,402	475,000
Interfund Charges	2,599,967	1,619,682	3,738,194	3,841,409
Debt	7,049,434	7,073,159	4,695,288	4,695,288
Capital Outlay	-	725,000	-	-
Total Expenditures	13,838,913	14,096,832	16,376,200	13,239,866
Revenues minus Expenditures	138,489	(905,819)	(4,971,100)	(1,906,466)
Ending Budgeted Fund Balance (EFB)	7,083,031	7,191,793	3,582,116	1,675,650
Estimated additional EFB	1,014,581	1,361,422		
Estimated Ending Bud. Fund Bal.	8,097,612	8,553,216	3,582,116	1,675,650



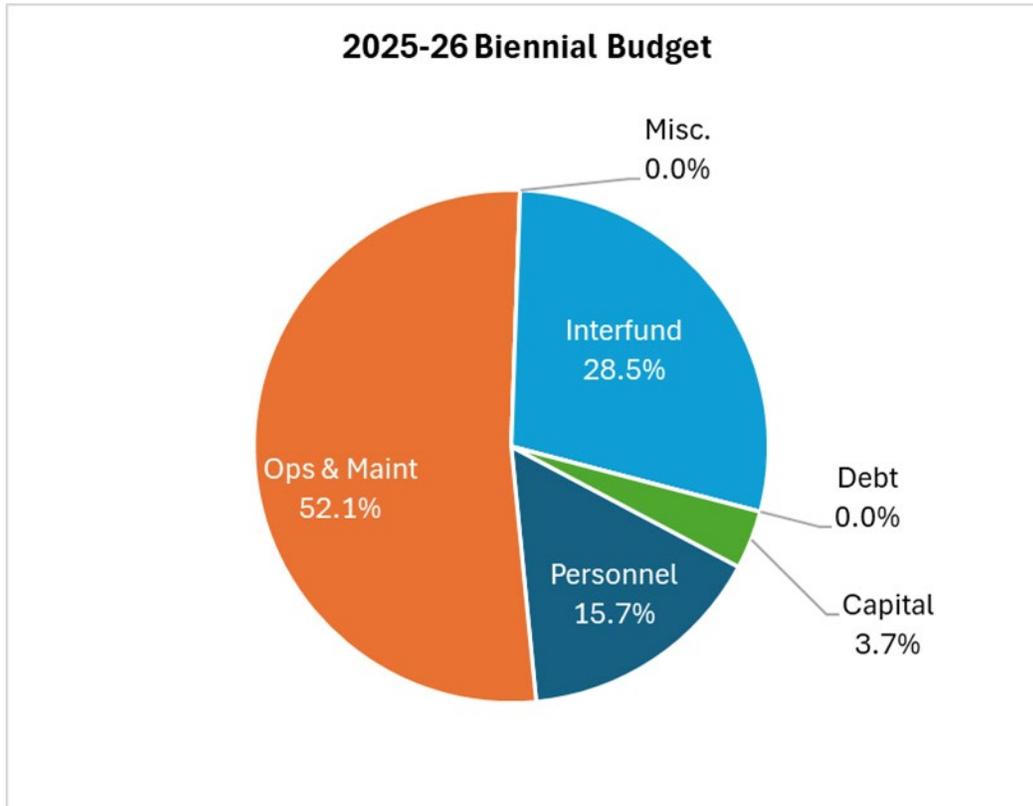
Items of Note

Rate reduction of approximately 19% adopted by the City Council.

The impact of transfers out and interfund charges are primarily due to funding of the Facility and Infrastructure reserve.

Solid Waste Utility Fund (403)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	2,067,834	2,417,211	2,084,961	940,028
Revenues:				
Revenues	4,887,370	4,861,812	5,394,400	5,434,900
Transfers In	-	-	-	-
Grants	-	-	-	-
Total Revenues	4,887,370	4,861,812	5,394,400	5,434,900
Expenditures:				
Personnel	754,813	898,518	994,267	1,028,953
Ops & Maint (Inc. Projects)	2,470,426	2,731,187	3,306,768	3,414,775
Misc. (Inc. Transfers Out)	3,821	-	-	-
Interfund Charges	1,308,932	1,096,956	1,763,298	1,920,521
Debt	-	-	-	-
Capital Outlay	-	33,400	475,000	-
Total Expenditures	4,537,993	4,760,061	6,539,333	6,364,249
Revenues minus Expenditures	349,377	101,751	(1,144,933)	(929,349)
Ending Budgeted Fund Balance (EFB)	2,278,314	2,518,961	940,028	10,679
Estimated additional EFB	138,897	(434,000)		
Estimated Ending Bud. Fund Bal.	2,417,211	2,084,961	940,028	10,679

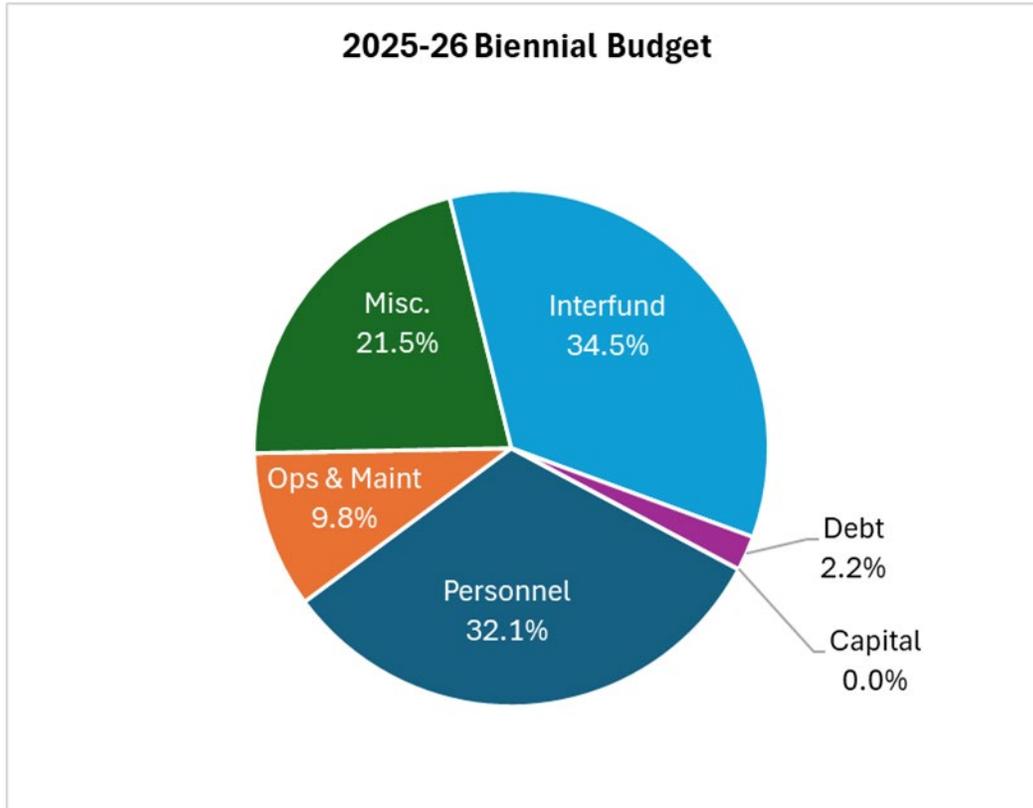


Items of Note

Rates adopted by the City Council in 2023, will modestly increase rates for 2025 and 2026. The impact of the increase of Island County tipping fees will deplete fund balance and put pressure on rates.

Storm Drain Utility Fund (404)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	454,934	1,071,021	1,560,778	615,975
Revenues:				
Revenues	2,334,103	2,033,695	2,259,900	2,256,700
Transfers In	-	-	-	-
Grants	87,460	70,000	30,000	60,000
Total Revenues	2,421,563	2,103,695	2,289,900	2,316,700
Expenditures:				
Personnel	474,595	518,853	860,031	891,900
Ops & Maint (Inc. Projects)	322,107	403,334	311,908	225,408
Misc. (Inc. Transfers Out)	294,631	75,000	1,096,771	75,000
Interfund Charges	654,325	672,043	906,293	975,500
Debt	59,817	59,757	59,700	59,500
Capital Outlay	-	-	-	-
Total Expenditures	1,805,476	1,728,987	3,234,704	2,227,308
Revenues minus Expenditures	616,087	374,708	(944,804)	89,392
Ending Budgeted Fund Balance (EFB)	842,068	1,445,729	615,975	705,367
Estimated additional EFB	228,953	115,050		
Estimated Ending Bud. Fund Bal.	1,071,021	1,560,778	615,975	705,367



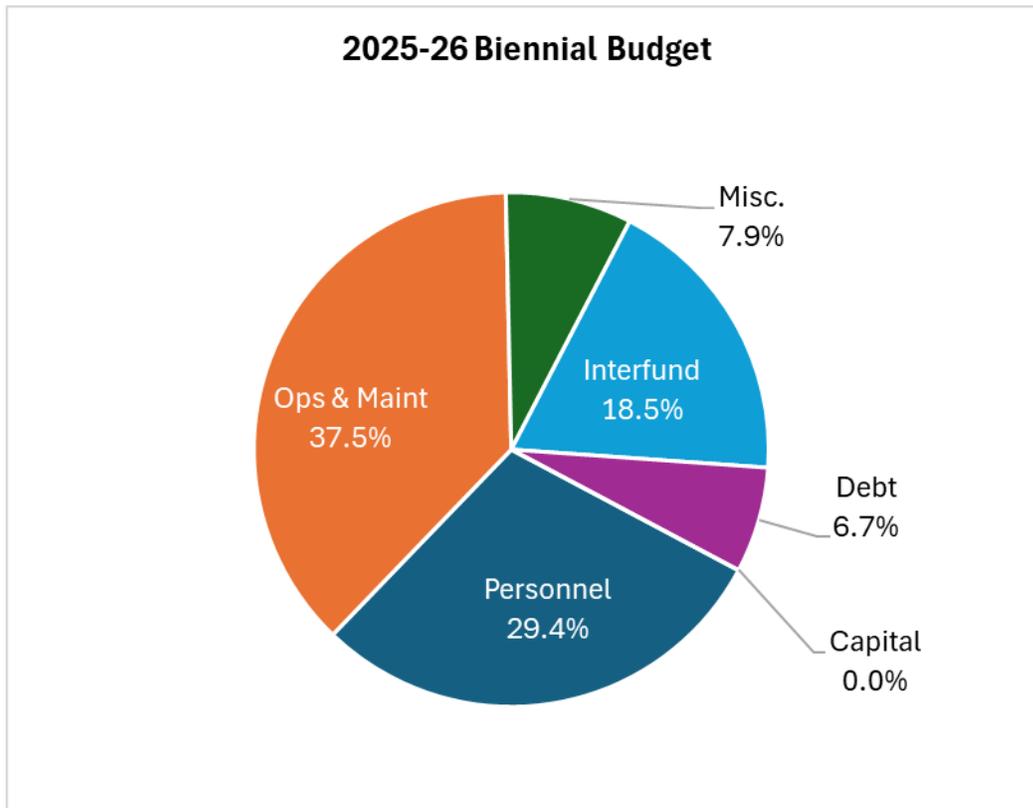
Items of Note

No rate increases adopted by the City Council.

The impact of transfers out and interfund charges are primarily due to funding of the Facility and Infrastructure reserve.

Marina Fund (410)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	1,661,743	796,532	836,171	554,313
Revenues:				
Revenues	2,221,662	1,965,614	2,277,900	2,336,300
Transfers In	-	-	-	-
Grants	5,060	15,000	5,000	5,000
Total Revenues	2,226,722	1,980,614	2,282,900	2,341,300
Expenditures:				
Personnel	618,547	712,706	789,900	816,190
Ops & Maint (Inc. Projects)	1,287,332	774,502	1,029,648	1,014,517
Misc. (Inc. Transfers Out)	469,059	362,200	-	433,881
Interfund Charges	323,466	233,097	381,910	628,355
Debt	393,529	363,281	363,300	-
Capital Outlay	-	25,000	-	-
Total Expenditures	3,091,933	2,470,786	2,564,758	2,892,943
Revenues minus Expenditures	(865,210)	(490,172)	(281,858)	(551,643)
Ending Budgeted Fund Balance (EFB)	1,123,757	306,360	554,313	2,670
Estimated additional EFB	(327,225)	529,811		
Estimated Ending Bud. Fund Bal.	796,532	836,171	554,313	2,670



Items of Note

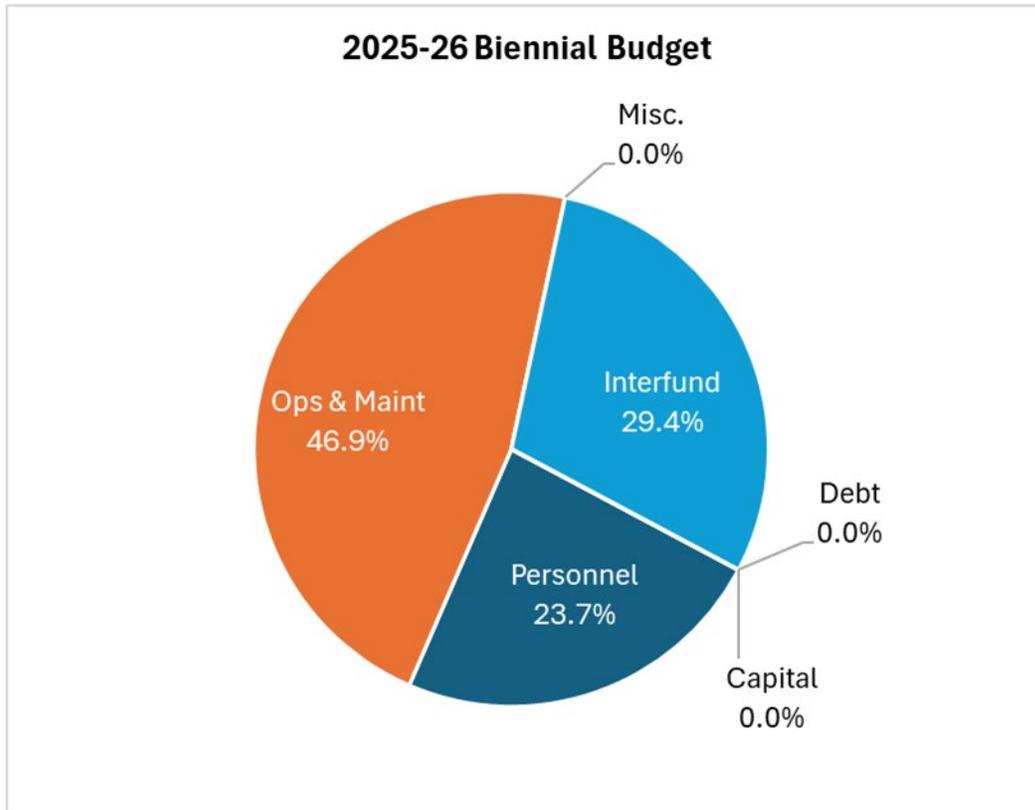
Includes moorage and dredging fee rate adjustments for 2025 and 2026 to fund inflationary costs and to help fund the future Marina projects.

Includes the addition of a part-time seasonal laborer.

As mentioned in the 2025-26 Biennial Budget Highlights section, the Marina fund has budgeted \$400,000 for each year of the biennial to be placed in a reserve for dredging. In addition, the Marina fund has 1) \$250,000 programmed in 2025 for Marina dock improvements, 2) \$236,266 for the new facility reserve for replacement charge to commence in 2026, and 3) has over \$19,270,000 programmed in for F-dock storm damage repair, Marina Dredging, and the Marina breakwater replacement and mitigation program projected to be funded by Marina Fund rate reserves, debt, and unsecured grants. Revenue options will continue to be explored and presented for City Council consideration during the biennial period.

Vehicle Repair Internal Service Fund (501)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	230,764	113,139	27,784	5,385
Revenues:				
Revenues	1,268,421	1,191,982	1,580,879	1,797,416
Transfers In	-	-	-	-
Grants	-	-	-	-
Total Revenues	1,268,421	1,191,982	1,580,879	1,797,416
Expenditures:				
Personnel	251,830	278,777	398,160	409,000
Ops & Maint (Inc. Projects)	760,903	608,549	789,323	805,423
Misc. (Inc. Transfers Out)	-	-	-	-
Interfund Charges	373,314	309,933	415,795	585,393
Debt	-	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	1,386,047	1,197,259	1,603,278	1,799,816
Revenues minus Expenditures	(117,626)	(5,277)	(22,399)	(2,400)
Ending Budgeted Fund Balance (EFB)	221,760	107,862	5,385	2,985
Estimated additional EFB	(108,621)	(80,078)		
Estimated Ending Bud. Fund Bal.	113,139	27,784	5,385	2,985



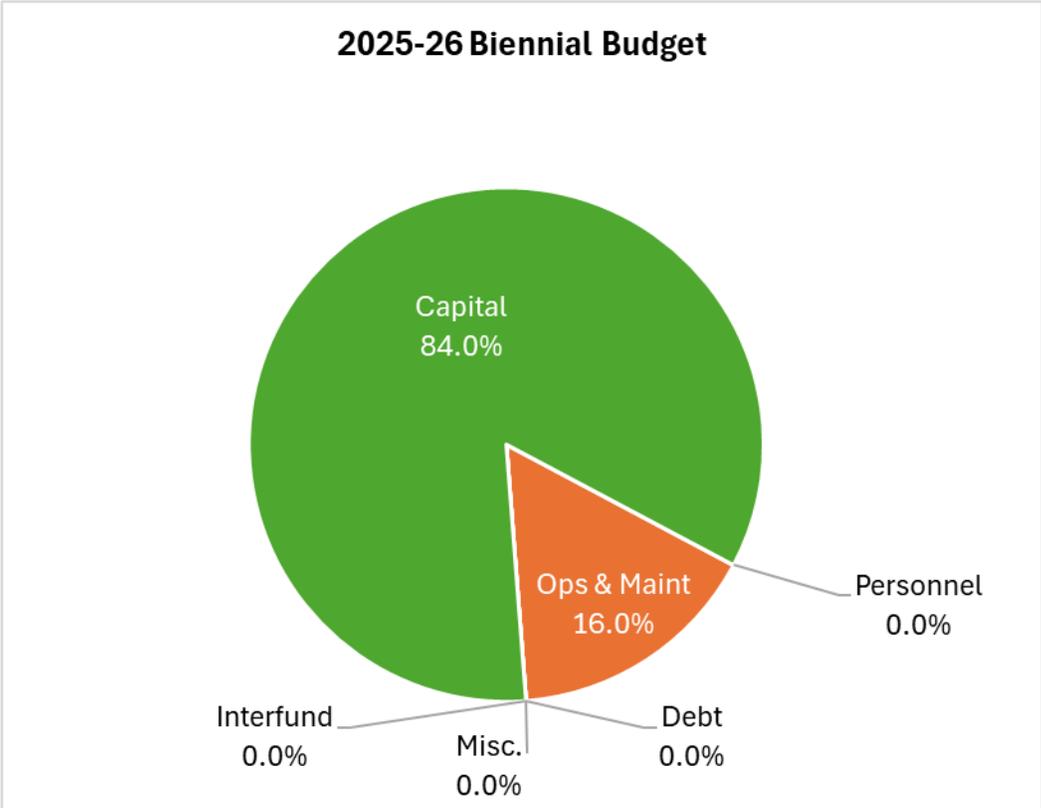
Items of Note

Except for one-time revenues, all internal service fund revenues are derived from charges to other City funds and departments.

The increase in personnel costs is due to the addition of a vehicle mechanic.

Equipment Replacement Internal Service Fund (502)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	10,818,658	11,356,062	9,588,648	7,847,394
Revenues:				
Revenues	1,583,204	1,330,543	2,808,746	2,786,346
Transfers In	-	-	-	-
Grants	-	-	-	-
Total Revenues	1,583,204	1,330,543	2,808,746	2,786,346
Expenditures:				
Personnel	-	-	-	-
Ops & Maint (Inc. Projects)	302,763	365,500	550,000	350,000
Misc. (Inc. Transfers Out)	743,037	50,000	-	-
Interfund Charges	-	-	-	-
Debt	-	-	-	-
Capital Outlay	-	915,000	4,000,000	725,000
Total Expenditures	1,045,800	1,330,500	4,550,000	1,075,000
Revenues minus Expenditures	537,404	43	(1,741,254)	1,711,346
Ending Budgeted Fund Balance (EFB)	8,834,301	11,356,105	7,847,394	9,558,740
Estimated additional EFB	2,521,761	(1,767,457)		
Estimated Ending Bud. Fund Bal.	11,356,062	9,588,648	7,847,394	9,558,740



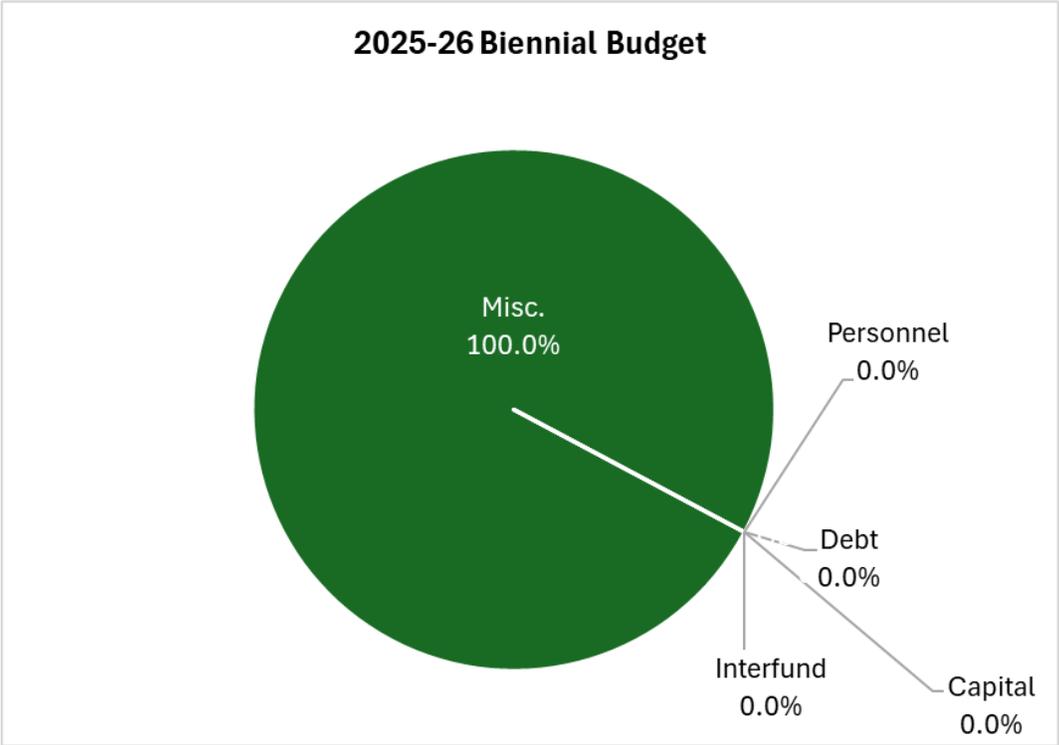
Items of Note

Except for one-time revenues, all internal service fund revenues are derived from charges to other City funds and departments.

Expenditures are related to vehicle and equipment replacements per detailed schedules. The City's CIP contains additional details for most of these items. 2025 is a particularly heavy year for replacements.

Facility and Infrastructure Replacement Internal Service Fund (504)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	1,579,379	2,425,808	2,247,916	13,125,655
Revenues:				
Revenues	886,429	654,077	4,325,778	4,582,444
Transfers In	-	-	6,551,961	-
Grants	-	-	-	-
Total Revenues	886,429	654,077	10,877,739	4,582,444
Expenditures:				
Personnel	-	-	-	-
Ops & Maint (Inc. Projects)	-	-	-	-
Misc. (Inc. Transfers Out)	40,000	-	-	500,000
Interfund Charges	-	-	-	-
Debt	-	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	40,000	-	-	500,000
Revenues minus Expenditures	846,429	654,077	10,877,739	4,082,444
Ending Budgeted Fund Balance (EFB)	1,788,456	3,079,885	13,125,655	17,208,099
Estimated additional EFB	637,352	(831,969)		
Estimated Ending Bud. Fund Bal.	2,425,808	2,247,916	13,125,655	17,208,099



Items of Note

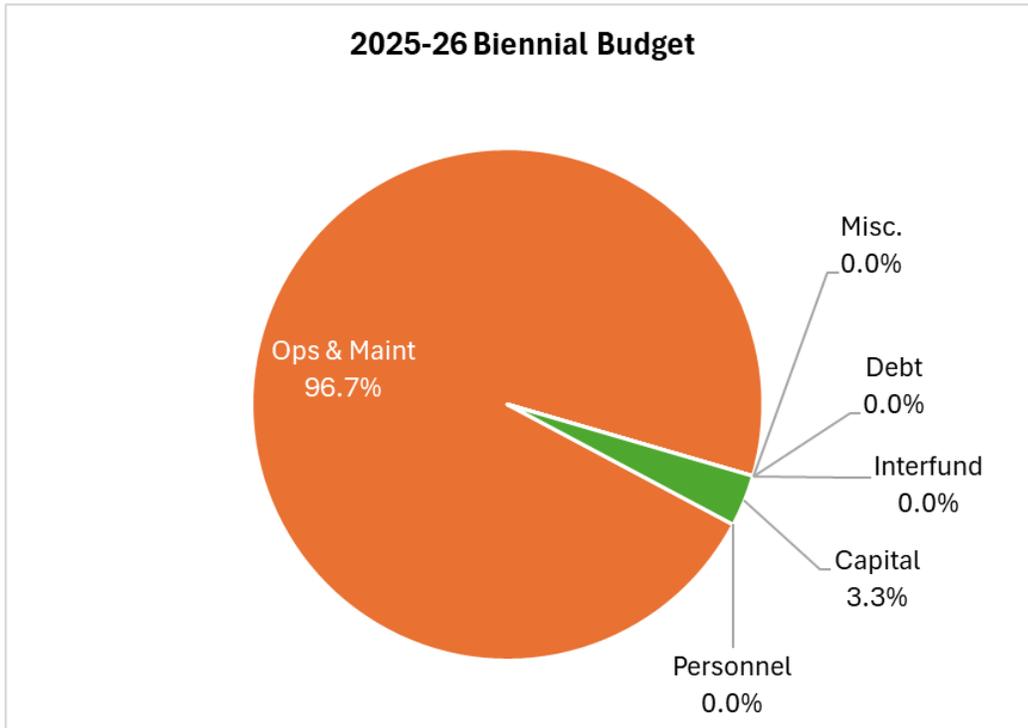
Except for one-time revenues, all internal service fund revenues are derived from charges to other City funds and departments. Transfers-in consist of prior year catch up contributions from the water, wastewater, and storm drain funds.

Was limited to Public Works and Clean Water Facilities. Starting in 2025 it will include all funds and utility infrastructure.

Includes transfer out to the Shop Facility Fund for the shop facility flooring and covered storage projects. The 2026 transfer out is for the City Shop Roof Replacement project.

Technology Replacement Internal Service Fund (505)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	358,614	378,815	538,129	538,129
Revenues:				
Revenues	761,239	761,239	1,073,600	1,073,600
Transfers In	-	-	-	-
Grants	-	-	-	-
Total Revenues	761,239	761,239	1,073,600	1,073,600
Expenditures:				
Personnel	-	-	-	-
Ops & Maint (Inc. Projects)	720,102	776,835	1,038,600	1,038,600
Misc. (Inc. Transfers Out)	20,937	-	-	-
Interfund Charges	-	-	-	-
Debt	-	-	-	-
Capital Outlay	-	30,000	35,000	35,000
Total Expenditures	741,038	806,835	1,073,600	1,073,600
Revenues minus Expenditures	20,201	(45,596)	-	-
Ending Budgeted Fund Balance (EFB)	318,018	333,219	538,129	538,129
Estimated additional EFB	60,797	204,910		
Estimated Ending Bud. Fund Bal.	378,815	538,129	538,129	538,129



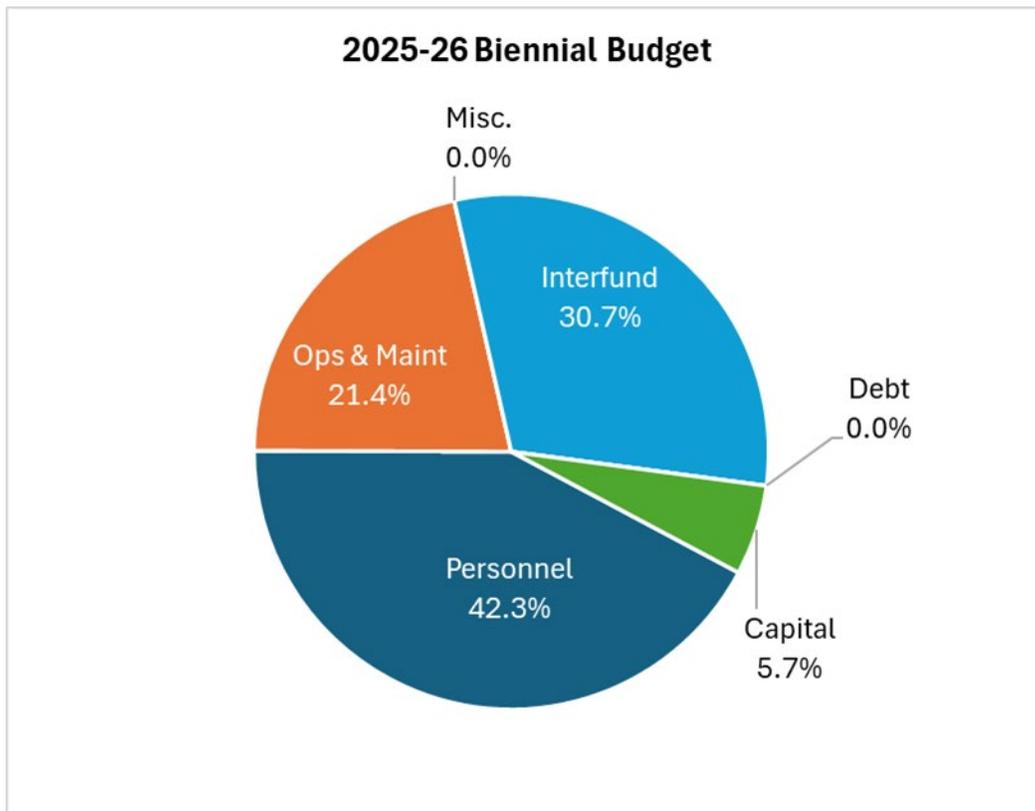
Items of Note

Except for one-time revenues, all internal service fund revenues are derived from charges to other City funds and departments.

Expenditures are related to software and hardware equipment replacements per detailed schedules.

Shop Facility Internal Service Fund (510)

Financial Table	Actual 2023	Budget 2024	Budget 2025	Budget 2026
Beginning Budgeted Fund Balance (BFB)	18,761	172,301	1,025,468	502,357
Revenues:				
Revenues	3,526,431	3,160,881	3,997,384	4,662,414
Transfers In	40,000	-	-	500,000
Grants	-	-	-	-
Total Revenues	3,566,431	3,160,881	3,997,384	5,162,414
Expenditures:				
Personnel	1,504,893	1,924,994	2,033,540	2,110,900
Ops & Maint (Inc. Projects)	443,330	365,258	472,477	1,622,877
Misc. (Inc. Transfers Out)	176,345	-	-	-
Interfund Charges	1,285,449	836,439	1,459,478	1,548,048
Debt	2,873	-	-	-
Capital Outlay	-	465,000	555,000	-
Total Expenditures	3,412,891	3,591,691	4,520,495	5,281,825
Revenues minus Expenditures	153,540	(430,810)	(523,111)	(119,411)
Ending Budgeted Fund Balance (EFB)	20,964	(258,508)	502,357	382,947
Estimated additional EFB	151,337	1,283,977		
Estimated Ending Bud. Fund Bal.	172,301	1,025,468	502,357	382,947



Items of Note

Except for one-time revenues, all internal service fund revenues are derived from charges to other City funds and departments.

This fund contains the City's Public Works Administration, Engineering, and Facilities divisions.

Includes transfer in from the Facility Replacement Fund for the City Shop Roof Replacement project.

2025 Capital Outlay includes the following projects: Covered Storage, City Shop Annex Bathroom, City Shop Perimeter Fence Phase 2, and a truck for the Utility Locator position.

Departments, Programs, and Performance

By working together as a team, we have developed 61 programs. Detail regarding Department missions, programs, goals, and performance measures are provided in this section of the document.

Note: Near the top of the department-wide page for each Department, there is a row titled “Proposed Budget”. Please note that the totals listed for Proposed Budget 1) Only include the department operating funds (not the separate capital or reserve funds), 2) Do not include budgeted/beginning fund balance, 3) But do include non-program expenses such as departmental capital or project expenses. In addition, program revenues do not include transfers.

Program List
Art (P&R)
Creative Arts
Central Services (PW)
Equipment - Repairs and Maintenance
Equipment - Preventative Maintenance Compliance
Facilities - Preventative Maintenance Compliance
Facilities - Reactive vs. Planned Maintenance
Purchasing - Service-Solicitations
Purchasing - Vendor Dependency
Development Services
Building Plan Review, Permits, and Inspections
Code Enforcement
Current Planning
Economic Development
Long Range Planning
Engineering (PW)
Capital Projects
Cultural Resource Monitoring
Development Review
Finance
Expense Management
Grants
Revenue Collection
Strategic Budgeting
Treasury and Debt
Fire
Fire Prevention
Fire Suppression/EMS Services
Public Education
Training
Human Resources
Employee Health Benefits - Wellness
Risk Management
Talent Acquisition
Training, Development, and Performance Management
Judicial
Judicial Effectiveness

Program List
Law
Legal Advice
Litigation
Prosecution
Mayor / Exec. Admin.
Council Support
Engagement
Information Management
Leadership
Partnerships
Parks & Rec.
Events
Facility Rentals and Leases
Marina
Parks Maintenance and Usage
Recreational Programs
Police
Community Outreach
Police Operations
School Outreach
Solid Waste (PW)
Commercial Pick Up
Recycling Pick Up
Recycling Landfill Diversion
Residential Pick Up
Yard Waste Pick up
Storm Drain (PW)
NPDES Compliance
Streets (PW)
Roadway Maintenance
Sidewalk Maintenance Program
Snow Removal
Traffic Controls
Wastewater (PW)
NPDES Compliance
Treatment Efficiency
Sewer Line Maintenance
Structures
Water (PW)
DOH Water Quality Program Performance
Water Loss Prevention

City Council



Department: City Council

Mission: The principal function of the Council is policymaking for the City organization and the population it serves, usually by resolution or ordinance.

Proposed Budget 2025: \$260,910 **2026:** \$264,910

Department Summary & Program List: The Oak Harbor City Council is the legislative branch of city government, and each member is elected to represent all the citizens of Oak Harbor. The responsibilities of the Council are set forth by state law and the City of Oak Harbor Municipal Code.

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Budget	2026 Budget
Total Revenues	0	0	0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$33,779	\$33,779
Operating & Maintenance			\$36,031	\$37,231
Personnel			\$191,100	\$193,900
Total Expenses	\$193,220	\$149,395	\$260,910	\$264,910

Judicial



Department: Judicial

Mission: The mission of the Judicial department in partnership with Municipal Court is to administer the operations of the judicial branch of City government in a neutral and effective manner and to ensure access to justice for all citizens.

Proposed Budget 2025: \$649,700 **2026:** \$668,500

Department Summary & Program List: Municipal Court has jurisdiction over criminal, traffic, parking, and civil matters, which arise from violation of municipal ordinances. The City’s Municipal Court function is contracted to Island County under an interlocal agreement. The City also provides public defense services consistent with Chapter 10.101 RCW.

1. Judicial Effectiveness

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Judicial Effectiveness			\$62,700	\$62,800
Total Revenues	\$39,192	\$29,878	Same	Same

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Judicial Effectiveness			\$649,700	\$668,500
Total Expenses	\$388,429	\$303,995	Same	Same

Department: Judicial **Program:** Judicial Effectiveness

Mission: To efficiently and effectively attend to civil and criminal cases and offenses that violate the city ordinances arising within the municipality.

Projected Budget 2025: \$649,700 **2026:** \$668,500

Program Summary: Efficient court case resolution.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To continue to resolve cases in a timely manner.

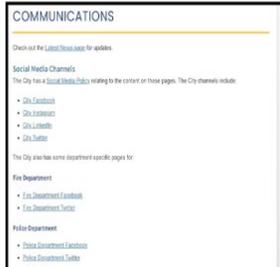
Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$8,800	\$8,900
Fines & Penalties			\$51,400	\$51,400
Misc. & Investments			\$2,500	\$2,500
Total Revenues			\$62,700	\$62,800

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Operating & Maintenance			\$649,700	\$668,500
Total Expenses			\$649,700	\$668,500

	2023 Result	2024 Result	2025 Projected	2026 Projected
Cost Recovery %			9.65%	9.39%

Mayor / Exec. Admin.



Department: Mayor / Exec. Admin.

Mission: Committed to serving the community and city staff with professional and effective leadership fostering community pride through excellent customer service and transparency.

Proposed Budget 2025: \$1,304,965 **2026:** \$1,351,265

Department Summary & Program List: The Mayor Executive department serves the Community, City Staff and City Council in maintaining accountability, integrity, and communication with responsive stewardship of tax dollars ensuring the City’s continued financial health and compliance with federal, state, and local policies and laws.

1. Leadership
2. Information Management
3. Engagement
4. Partnerships
5. Council Support

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues	0	0	0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Leadership			\$277,400	\$287,242
Information Management			\$418,826	\$433,686
Engagement			\$185,715	\$192,304
Partnerships			\$154,148	\$159,617
Council Support			\$268,876	\$278,416
Total Expenses	\$1,047,971	\$849,142	\$1,304,965	\$1,351,265

Department: Mayor / Exec. Admin. **Program:** Leadership

Mission: The Mayor Executive Department’s Leadership program works to make a difference in the civic life of our community and develop the combination of knowledge, skills, values and motivation to relentlessly advocate and protect the interests of the city promoting the best quality of life for our community.

Projected Budget 2025: \$277,400 **2026:** \$287,242

Program Summary: The Leadership program promotes accountability to influence, encourage, and impact decision-making while addressing political outcomes with oversight and clear communication.

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To create a cohesive and inclusive team culture, encourage collaboration, and help individuals develop their strengths leading to increased productivity and employee engagement.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Number of info sharing emails sent			TBD	TBD
Number of emails read			TBD	TBD
Number of legislative activities			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$15,626	\$15,626
Operating & Maintenance			\$16,380	\$16,954
Personnel			\$245,394	\$254,662
Total Expenses			\$277,400	\$287,242

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Mayor / Exec. Admin. **Program:** Information Management

Mission: The Mayor Executive Information Management program maintains, secures, provides and destroys records as required by law and adheres to the highest quality technology-based services in the most cost-effective manner.

Projected Budget 2025: \$418,826 **2026:** \$433,686

Program Summary: The Information Management program works to achieve efficient and effective records and information management to support program and service delivery; to foster informed decision making; to facilitate accountability, transparency, and collaboration; and to preserve and ensure access to information and records in accordance with the laws of State of Washington.

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Provide timely, relevant, and accurate information management to support the provision of programs and services that best meet the city and public needs.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Completed cyber threat training			TBD	TBD
IT ticket resolution time			TBD	TBD
City website unique page views			TBD	TBD
Public records digital conversion rate			TBD	TBD
City website visit duration			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$23,593	\$23,593
Operating & Maintenance			\$24,730	\$25,597
Personnel			\$370,502	\$384,496
Total Expenses			\$418,826	\$433,686

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Mayor / Exec. Admin. **Program:** Engagement

Mission: The Mayor Executive Admin’s Engagement Program improves the City and Community’s civic life and encourages partnerships through service, volunteerism, and relationship-building by exploring and cultivating a vibrant community.

Projected Budget 2025: \$185,715 **2026:** \$192,304

Program Summary: The Engagement program serves the public, city staff, and city council in achieving equitable and intentional collaboration through informing, consulting, involving, and empowering to deepen relationships and trust between government and the community.

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To make a connection between civic life of our communities through respectful, inclusive, and intentional perspectives.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Filled board/committee seats ratio			TBD	TBD
City event attendance count			TBD	TBD
Public comments/community participation count			TBD	TBD
City open houses/public forums participation count			TBD	TBD
Employee function attendance count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$10,462	\$10,462
Operating & Maintenance			\$10,966	\$11,350
Personnel			\$164,287	\$170,492
Total Expenses			\$185,715	\$192,304

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Mayor / Exec. Admin. **Program:** Partnership

Mission: The Mayor Executive Partnership program is to advance civic partnerships to create an equitable and thriving community.

Projected Budget 2025: \$154,148 **2026:** \$159,617

Program Summary: The Partnership program serves to build a transparent government by mutually beneficial collaborations and achieving shared goals with community partners, agencies, and the public to facilitate the leveraging of resources, expertise, inclusivity, and networks.

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Combine the strengths of government through partnerships as a resource and create lasting solutions that represent the values and needs of the community.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Community organization meeting count			TBD	TBD
Community partnership program reach			TBD	TBD
Legislative-supported grants count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$8,683	\$8,683
Operating & Maintenance			\$9,102	\$9,421
Personnel			\$136,363	\$141,513
Total Expenses			\$154,148	\$159,617

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Mayor / Exec. Admin. **Program:** Council Support

Mission: The Mayor Executive Department’s Council Support program facilitates the function of City Council’s role in legislature, establishing policy and financial decisions, ensuring transparency and efficiency.

Projected Budget 2025: \$268,876 **2026:** \$278,416

Program Summary: The Council Support program establishes the guiding principles set by City Council and assists in Council consensus on policies and projects that impact the community.

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To support, manage, and implement council policies and decisions by identifying areas for improvement, creating new policies and procedures, and ensuring compliance with local, state, and federal laws and regulations.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total meetings held			TBD	TBD
Advisory board meetings count			TBD	TBD
Ordinance/Resolution passage rate			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$15,146	\$15,146
Operating & Maintenance			\$15,876	\$16,433
Personnel			\$237,854	\$246,837
Total Expenses			\$268,876	\$278,416

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Human Resources



Department: Human Resources

Mission: The Human Resources Department develops and manages value-added human resource policies and programs, provides expert consultation, services and solutions in an efficient employee-focused manner to empower a culture of innovation, diversity and inclusion, where every employee feels valued and driven to excel and optimize the principles of the City.

Proposed Budget 2025: \$615,523 **2026:** \$639,123

Department Summary & Program List: The Human Resources department is a cohesive, collaborative team dedicated to creating partnerships by supporting all programs and departments, guiding and maintaining requirements to create a healthy and positive work environment, and assisting staff in accomplishing individual program goals and overall organizational goals standing for integrity, efficiency, problem solving, equity and character in all relationships and interactions to promote growth, accountability and empowerment in our representation of our City.

1. **Employee Health, Benefits, and Wellness**
2. **Risk Management**
3. **Talent Acquisition**
4. **Training, Development, and Performance Management**

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues	0	0	0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Employee Health, Benefits, and Wellness			\$156,388	\$162,384
Risk Management			\$156,341	\$162,335
Talent Acquisition			\$151,397	\$157,202
Training, Development, and Performance Management			\$151,397	\$157,202
Total Expenses	\$443,713	\$393,543	\$615,523	\$639,123

Department: Human Resources **Program:** Employee Health Benefits Wellness

Mission: The Human Resource’s Employee Health, Benefits, and Wellness program encourages employees' personal and professional productivity, and physical and mental well-being, and fosters an organizational culture that supports anyone's desire to make healthy lifestyle choices.

Projected Budget 2025: \$156,388 **2026:** \$162,384

Program Summary: The Employee Health, Benefit, and Wellness Program encourages habits of wellness, increases awareness of factors and resources contributing to well-being, and inspires and empowers employees to take responsibility for their own health by providing information, activities and services designed to support healthy lifestyle choices.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Commitment to reducing workplace stress and fostering open dialogue about overall challenges facing the workforce to maintain a healthy work environment.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Wellness program participation rate			TBD	TBD
Employees enrolled in benefits count			TBD	TBD
Major medical benefit cost			TBD	TBD
Payroll cost			TBD	TBD
Wellness program employee participation rate			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$5,396	\$5,396
Operating & Maintenance			\$7,593	\$8,228
Personnel			\$143,399	\$148,760
Total Expenses			\$156,388	\$162,384

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Human Resources

Program: Risk Management

Mission: The Human Resource Department’s Risk Management program identifies and prevents potential risks related to employee behavior, management styles, hiring and firing practices, and compliance in a cost-effective, efficient, and transparent manner for appropriately balancing risk and opportunity for the City.

Projected Budget 2025: \$156,341 **2026:** \$162,336

Program Summary: The Risk Management program looks at all aspects of employee behavior, determines its potential to cause harm to the company and provides a response should an adverse scenario occur.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To efficiently and appropriately manage and mitigate risks, reducing the frequency, severity and associated cost of claims, through continuous education, participation and communication, maximizing the City’s overall mission and performance.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
L&I claims count			TBD	TBD
L&I experience rating			TBD	TBD
Cost of L&I claims			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$5,394	\$5,394
Operating & Maintenance			\$7,591	\$8,226
Personnel			\$143,356	\$148,716
Total Expenses			\$156,341	\$162,336

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Human Resources

Program: Talent Acquisition

Mission: The Human Resource Department’s Talent Acquisition program aims to provide quality services to the employees, recruitment of qualified individuals, and retention of valuable employees to promote individual success and increase overall value to the City.

Projected Budget 2025: \$151,397 **2026:** \$157,202

Program Summary: The Talent Acquisition program has a customized approach to identifying, evaluating, and hiring the best candidates for specific roles in the organization with use of strategic human resource planning, market compensation and classification, employee relations, and positive communications to achieve the City’s retention goals.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Develop a strong candidate pipeline, employer branding, future resource planning, and diversifying the labor force to help support lower turnover, increase productivity and employee engagement.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Number of hires			TBD	TBD
Time to fill			TBD	TBD
Number of apps received			TBD	TBD
Internal position fill rate			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$5,224	\$5,224
Operating & Maintenance			\$7,351	\$7,966
Personnel			\$138,822	\$144,012
Total Expenses			\$151,397	\$157,202

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Human Resources **Program:** Training, Development, and Performance Management

Mission: The Human Resource Department’s Training, Development, and Performance Management program provides development opportunities that enhance knowledge, develop skills, enrich the organization, and provides performance feedback to enhance employee well-being and create a workspace where everyone can thrive.

Projected Budget 2025: \$151,397 **2026:** \$157,202

Program Summary: The Training, Development, and Performance Management program provides educational and performance management activities that help employees improve their skills and knowledge to be more successful in their roles and helps to overcome performance gaps to benefit the entire organization making teams more productive leading to better overall organizational outcomes.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Empower employees to grow in their roles and advance their careers by offering training and education that helps employees develop specific skills or knowledge, career development opportunities, and job satisfaction.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
NEOGOV courses completed count			TBD	TBD
Evaluations completed count			TBD	TBD
Employee course enrollment count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			0	0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$5,224	\$5,224
Operating & Maintenance			\$7,351	\$7,966
Personnel			\$138,822	\$144,012
Total Expenses			\$151,397	\$157,202

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Finance



Department: Finance

Mission: The mission of the Finance department is to promote the efficient and effective use of the City’s financial and technology resources, to provide excellent customer service to the citizens, Administration, City Council, and all departments, to present accurate and relevant financial information that is the basis for sound decision making, and to maintain the public trust through integrity and sound financial practices.

Proposed Budget 2025: \$1,693,667 **2026:** \$1,741,867

Department Summary & Program List: The Finance department serves, supports, and coordinates with rate payers, taxpayers, City departments, Administration, and City Council. The Finance department manages and controls the financial affairs of City of Oak Harbor, including, utility billing, biennial budget preparation, revenue receipting, accounts payable, internal controls, financial reporting, strategic financial planning, audit preparation, risk management, and utility rate structure.

1. Revenue Collection
2. Expense Management
3. Grants
4. Strategic Budgeting
5. Treasury and Debt

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Revenue Collection			\$45,889	\$45,889
Expense Management			\$28,450	\$28,450
Grants			\$15,477	\$15,477
Strategic Budgeting			\$23,268	\$23,268
Treasury and Debt			\$8,466	\$8,466
Total Revenues	0	0	\$121,550	\$121,550

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Revenue Collection			\$639,412	\$657,608
Expense Management			\$396,420	\$407,702
Grants			\$215,660	\$221,798

Strategic Budgeting			\$324,217	\$333,444
Treasury and Debt			\$117,958	\$121,315
Total Expenses	\$1,367,802	\$1,059,550	\$1,693,667	\$1,741,867

Department: Finance

Program: Revenue Collection

Mission: The Finance Department’s Revenue Collection program establishes proper controls over general collection and receipting of revenue from taxes, fees, charges, intergovernmental, and receivables to ensure sound financial practices.

Projected Budget 2025: \$639,412 **2026:** \$657,609

Program Summary: The Revenue Collection program serves the City departments, Administration, City Council, and the community in the collection of revenue from taxes, user fees, charges, and grants, including billing, cash handling procedures and deposits, internal auditing, and utility customer service management.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Utilize emerging technology to maximize collection rates while lowering costs for the City and providing an ever-improving customer experience.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Collection Rate.			TBD	TBD
Compliance Rate.			TBD	TBD
Percentage of Overdue Accounts.			TBD	TBD
Customer Engagement Call Volume.			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Intergov't & Grants			\$45,889	\$45,889
Total Revenues			\$45,889	\$45,889

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$28,840	\$28,840
Operating & Maintenance			\$36,951	\$36,650
Personnel			\$573,621	\$592,119
Total Expenses			\$639,412	\$657,609

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.18%	6.98%

Department: Finance **Program:** Expense Management

Mission: The Finance Department’s Expense Management program optimizes spending while ensuring transparency, visibility, and compliance with State guidelines.

Projected Budget 2025: \$396,420 **2026:** \$407,702

Program Summary: The Expense Management program serves the City departments, Administration, City Council, and the community in the expense process, including accelerated cycle times, error reduction, internal controls, and fraud prevention.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Utilize emerging technology to maximize spend management, control, compliance, and customer experience while lowering costs for the City and providing an ever-improving customer experience.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
AP Processing Time.			TBD	TBD
AP Payment Time.			TBD	TBD
Refund Processing Time.			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Intergov't & Grants			\$28,450	\$28,450
Total Revenues			\$28,450	\$28,450

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$17,880	\$17,880
Operating & Maintenance			\$22,909	\$22,722
Personnel			\$355,631	\$367,100
Total Expenses			\$396,420	\$407,702

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.18%	6.98%

Department: Finance

Program: Grants

Mission: The Finance Department’s Grants program supports the pursuit of external funding from federal, state, and local sources serving as the central coordination point for all program grants and contracts ensuring compliance with federal, state, and institutional requirements and policies.

Projected Budget 2025: \$215,660 **2026:** \$221,798

Program Summary: The Grants program serves the City departments, Administration, City Council, and the community in exploring grant opportunities and development of proposals to best position for the acquisition of external funding for City projects and other programs.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: The 2025-2026 biennial goal for the Grants program is to align grant requests with City Council priorities, build capacity in the City to support more grant funding, submit 10% more grants than the last biennium and receive more than 60% of the grants submitted.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Success Rate.			TBD	TBD
General funds offset.			TBD	TBD
Engineering allocation offset.			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Intergov't & Grants			\$15,477	\$15,477
Total Revenues			\$15,477	\$15,477

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$9,727	\$9,727
Operating & Maintenance			\$12,463	\$12,361
Personnel			\$193,470	\$199,710
Total Expenses			\$215,660	\$221,798

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.18%	6.98%

Department: Finance

Program: Strategic Budgeting

Mission: To foster department engagement, community participation, and accountable transparency to support an efficient and high performing municipality.

Projected Budget 2025: \$324,217 **2026:** \$333,444

Program Summary: The Strategic Budgeting program serves the entire city and community with the development and implementation of the biennial budget and amendments. This program also includes on-going revenue, spending, and fund balance monitoring, new revenue generation, and the development of thorough and advanced financial planning reports and models.

Past Performance: Successful development of the 2023-24 biennial budget. Growth of fund balances for the majority of funds. New revenues developed for the construction, staffing, and operations of a new second fire station. New revenues developed for economic development endeavors.

Goal Statement: Utilize emerging technology to maximize the budget process in reviewing and monitoring budget activity, identifying and forecasting revenues and expenses, narrowing deficits, and approving expenses at the lowest cost while providing an ever-improving customer experience.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Operating budget ratio.			TBD	TBD
Completed capital projects within budget.			TBD	TBD
Revenue growth.			TBD	TBD
Actual and projected budget variance.			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Intergov't & Grants			\$23,268	\$23,268
Total Revenues			\$23,268	\$23,268

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$14,623	\$14,623
Operating & Maintenance			\$18,737	\$18,583
Personnel			\$290,857	\$300,238
Total Expenses			\$324,217	\$333,444

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.18%	6.98%

Department: Finance

Program: Treasury and Debt

Mission: The Finance Department’s Treasury and Debt program is responsible for financial resource management and asset liability management to decide and implement long-term, short-term, and funding strategies for the city.

Projected Budget 2025: \$117,958 **2026:** \$121,315

Program Summary: The Treasury and Debt program serves the City departments, Administration, City Council, and the community in cash and financial resources management, risk management, investment activities, and reduction of financial risk.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Utilize emerging technology to maximize investment income and financial growth at the lowest cost and provide an ever-improving customer experience.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Months meeting 6-month benchmark return.			TBD	TBD
Annual investment returns ratio.			TBD	TBD
Cash and investments ratio.			TBD	TBD
Average bond investment maturity.			TBD	TBD
On-time debt service payments.			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Intergov't & Grants			\$8,466	\$8,466
Total Revenues			\$8,466	\$8,466

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$5,320	\$5,320
Operating & Maintenance			\$6,817	\$6,761
Personnel			\$105,821	\$109,234
Total Expenses			\$117,958	\$121,315

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
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Cost Recovery %			7.18%	6.98%
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Law



Department: Law

Mission: To provide extraordinary municipal advice and legal services to the council members and staff of the City of Oak Harbor.

Proposed Budget 2025: \$402,400 **2026:** \$409,700

Department Summary & Program List: To help the municipality achieve their goals by providing legal advice, litigation, and prosecution services.

- 1. Legal Advice
- 2. Litigation
- 3. Prosecution

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Legal Advice			\$0	\$0
Litigation			\$0	\$0
Prosecution			\$0	\$0
Total Revenues	\$10,439	\$0	\$0	\$0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Legal Advice			\$231,980	\$236,188
Litigation			\$10,434	\$10,623
Prosecution			\$159,986	\$162,889
Total Expenses	\$402,918	\$270,259	\$402,400	\$409,700

Department: Law **Program:** Legal Advice

Mission: To provide efficient and effective legal advice to council members and city staff.

Projected Budget 2025: \$231,980 **2026:** \$236,188

Program Summary: The Law department provides timely, high-quality legal counsel to the organization, ensuring compliance with laws and regulations, mitigating legal risks, and supporting informed decision-making across departments.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To provide access and timely response as outside counsel.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Number of contracts, ordinances & resolutions finalized			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			\$0	\$0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Operating & Maintenance			\$231,980	\$236,188
Total Expenses			\$231,980	\$236,188

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Law **Program:** Litigation

Mission: Provide quality legal representation to minimize legal risk and costs, reduce litigation exposure, and ensure legal compliance.

Projected Budget 2025: \$10,434 **2026:** \$10,623

Program Summary: The Law Department manages the organization’s litigation portfolio by coordinating external counsel services to minimize legal exposure, reduce costs, and ensure favorable outcomes in disputes, while safeguarding the organization’s reputation and financial stability.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To provide outstanding legal work product efficiently and effectively.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Number of litigation matters opened			TBD	TBD
Number of litigation matters closed			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			\$0	\$0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Operating & Maintenance			\$10,434	\$10,623
Total Expenses			\$10,434	\$10,623

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Department: Law **Program:** Prosecution

Mission: To serve the City of Oak Harbor by promoting the fair administration of justice in a fair and equitable manner.

Projected Budget 2025: \$159,986 **2026:** \$162,889

Program Summary: The Law Department through external counsel safeguards the organization’s interests by holding accountable those who breach legal agreements, violate regulations, or cause harm to the organization’s assets, reputation, or operations.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To seek justice within the law, while also protecting the rights of the accused and maintaining public safety.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Number of cases prosecuted			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Total Revenues			\$0	\$0

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Operating & Maintenance			\$159,986	\$162,889
Total Expenses			\$159,986	\$162,889

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			0%	0%

Development Services



Department: Development Services

Mission: The mission of the Development Services Department is to help the community shape and implement its vision for Oak Harbor. We do this by refining and enforcing the Comprehensive Plan, development regulations, and design standards, while ensuring public health, safety, and welfare through accurate guidance and efficient project evaluation.

Proposed Budget 2025: \$2,002,212 **2026:** \$1,823,638

Department Summary & Program List: The Development Services Department safeguards public health, safety, and welfare by ensuring safe construction and compliance with building standards. The department promotes safety, energy efficiency, accessibility, and fire protection in the built environment, while also considering natural forces. It provides permits, conducts plan reviews, inspections, and enforces City ordinances. Additionally, it ensures compliance with local, state, and federal regulations, including the Growth Management Act, environmental policies, and flood management requirements. The department supports citizens, the development community, and other agencies with code information and project records.

1. **Building Plan Review, Permits, and Inspections**
2. **Current Planning**
3. **Long-Range Planning**
4. **Code Enforcement**
5. **Economic Development**

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Building Plan Review, Permits, and Inspections			\$142,557	\$145,326
Current Planning			\$97,133	\$99,020
Long-Range Planning			\$164,271	\$167,462
Code Enforcement			\$18,473	\$18,831
Economic Development			\$9,967	\$10,161
Total Revenues	\$25,300*	\$166,966*	\$432,401	\$440,800

*Partial Development Services Revenues; coded to General Government in prior years.

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Building Plan Review, Permits, and Inspections			\$576,033	\$601,230
Current Planning			\$392,487	\$409,655
Long-Range Planning			\$663,776	\$692,810
Code Enforcement			\$74,643	\$77,908
Economic Development			\$40,274	\$42,035
Total Expenses	\$1,410,664	\$1,277,332	\$1,747,213	\$1,823,638

Department: Development Services **Program:** Building Plan Review, Permits, and Inspections

Mission: The Development Services, Building Plan Review, Permits, and Inspections program conscientiously applies and administers the City’s development regulations to public and private development projects and plans and assists with the implementation of community-enhancing projects, such as parks, streets, and utility infrastructure.

Projected Budget 2025: \$576,033 **2026:** \$601,230

Program Summary: The Building Plan Review, Permits, and Inspections program provides permit and code information to citizens, the development community, other City departments and outside agencies; issue permits; perform plan reviews; issue certificates of occupancy; maintain records on projects; perform inspections; and enforce City ordinances. The program administers and enforces City codes as they pertain to land development, infrastructure construction and physical building construction and assures proper and timely processing of land use applications, plan reviews, utility construction permits, and building permits.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Protect the general public health, safety, welfare, and property values through the provision of an effective and efficient plan review and inspection process with timely and accurate planning review of permit applications and information to the public remaining compliant with federal, state and local regulations.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Timely building plan reviews			TBD	TBD
On-time building inspections			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$70,026	\$70,619
Licenses & Permits			\$72,531	\$74,707
Total Revenues			\$142,557	\$145,326

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$126,705	\$130,109
Operating & Maintenance			\$37,318	\$44,440
Personnel			\$412,010	\$426,681
Total Expenses			\$576,033	\$601,230

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			24.75%	24.17%

Department: Development Services **Program:** Current Planning

Mission: The Development Services, Current Planning program manages land development for upcoming projects in conjunction with federal, state, and county regulations as they relate to the physical and economic health of the city.

Projected Budget 2025: \$392,487 **2026:** \$409,655

Program Summary: The Current Planning program is responsible for current planning, growth management planning, environmental reviews, zoning assistance, urban design review, community development projects, and general public assistance in land use matters.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Maintain the City’s compliance with the Growth Management Act and continue implementation of the Capital Improvements Plan and other adopted city plans.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Planning case turnaround			TBD	TBD
Entitlements filed and completed count			TBD	TBD
New dwelling units in central development area			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$47,713	\$48,117
Licenses & Permits			\$49,420	\$50,903
Total Revenues			\$97,133	\$99,020

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$86,332	\$88,651
Operating & Maintenance			\$25,427	\$30,279
Personnel			\$280,728	\$290,725
Total Expenses			\$392,487	\$409,655

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
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Cost Recovery %			24.75%	24.17%
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Department: Development Services **Program:** Long Range Planning

Mission: The Development Services’ Long-Range Planning program supports development and implementation of policies related to land use, downtown development and historic preservation, and housing.

Projected Budget 2025: \$663,776 **2026:** \$692,810

Program Summary: The Long-Range Planning program works with stakeholders in the community, Administration, and City Council by guiding future land use and development in the city and preparation and implementation of plans driven by land use planning with a focus on economic development, neighborhood design or enhancement, transportation, or historic and cultural preservation.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To forecast future conditions and needs, identify community concerns, and provide strategies to meet adopted goals.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Comp plan completion			TBD	TBD
Affordable housing units created count			TBD	TBD
Council approved code amendment counts			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$80,692	\$81,376
Licenses & Permits			\$83,579	\$86,086
Total Revenues			\$164,271	\$167,462

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$146,005	\$149,928
Operating & Maintenance			\$43,003	\$51,209
Personnel			\$474,768	\$491,673
Total Expenses			\$663,776	\$692,810

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			24.75%	24.17%

Department: Development Services **Program:** Code Enforcement

Mission: The Development Services Department’s Code Enforcement program strives to promote voluntary compliance and maintain a safe and desirable living working to achieve successful resolutions by building harmonious partnerships among our diverse communities.

Projected Budget 2025: \$74,643 **2026:** \$77,908

Program Summary: The Code Enforcement program provides comprehensive education and consistent, fair, equitable and responsive enforcement concerning property maintenance issues and zoning code compliance. Work closely with residents, neighborhoods, public service agencies and other City departments to facilitate voluntary compliance.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To maintain and improve the quality of our community by administering fair and unbiased enforcement of State laws and local ordinances to correct violations and reduce hazards that create blight and adversely affect the quality of life of residents in the affected areas of the City.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Complaint response rate			TBD	TBD
Case closure rate			TBD	TBD
Code awareness program engagement			TBD	TBD
Proactive case count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$9,074	\$9,151
Licenses & Permits			\$9,399	\$9,680
Total Revenues			\$18,473	\$18,831

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$16,418	\$16,860
Operating & Maintenance			\$4,836	\$5,758
Personnel			\$53,389	\$55,290
Total Expenses			\$74,643	\$77,908

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			24.75%	24.17%

Department: Development Services **Program:** Economic Development

Mission: The Development Services, Economic Development program supports and assists in the retention, expansion, and attraction of local business and industry promoting jobs, area infrastructure development and cooperative efforts to expand the tax base improving the economic well-being and quality of life for the community.

Projected Budget 2025: \$40,274 **2026:** \$42,036

Program Summary: The Economic Development program establishes and maintains a planned and partnered community with the support of City departments, Administration, Council members and the community in small business development with diversification, promote recruitment of new business and retention, and improve the community stability.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Promote sustained and inclusive economic growth and development, economic freedom, economic equity, economic security, economic efficiency, inflation control, productive employment, and higher income.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Monthly business contacts count			TBD	TBD
Local business employees training engagement			TBD	TBD
Workforce development programs & outcomes			TBD	TBD
New business support program participation			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$4,896	\$4,937
Licenses & Permits			\$5,071	\$5,224
Total Revenues			\$9,967	\$10,161

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$8,859	\$9,097
Operating & Maintenance			\$2,609	\$3,107
Personnel			\$28,806	\$29,832
Total Expenses			\$40,274	\$42,036

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			24.75%	24.17%

Police



Department: Police

Mission: Dedicated to community safety and service.

Proposed Budget 2025: \$9,376,432 **2026:**\$8,998,933

Department Summary & Program List: Police operation management, providing leadership and collaboration with area partners on social issues such as homelessness and mental health services, responding to calls-for-service, traffic enforcement, preventive patrol, animal control, and criminal investigation of both misdemeanor and felony crimes.

1. Police Operations
2. Community Outreach
3. School Outreach

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Police Operations			\$479,789	\$425,088
Community Outreach			\$118,802	\$105,257
School Outreach			\$48,709	\$43,156
Total Revenues	\$50,514*	\$44,550*	\$647,300	\$573,501

*Partial Development Services Revenues; coded to General Government in prior years.

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Police Operations			\$6,334,049	\$6,550,451
Community Outreach			\$1,568,387	\$1,621,971
School Outreach			\$643,042	\$665,012
Total Expenses	\$7,219,709	\$5,352,612	\$8,545,478	\$8,837,434

Department: Police **Program:** Police Operations

Mission: The Police Department’s Police Operations program through collaborative efforts and partnerships protects and serves the community with professionalism, integrity and compassion committed to providing the highest level of service to the citizens of our community within the limits of the resources entrusted to us.

Projected Budget 2025: \$6,334,049 **2026:** \$6,550,451

Program Summary: The Police Operations program provides effective delivery of timely public safety services to prevent, deter, and solve crime, and reduce harm from accidents, disturbances, and crime.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To promote a safe and secure community, to preserve peace, address crimes, and uphold the law.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Roadway accidents count			TBD	TBD
Criminal investigations count			TBD	TBD
Arrests count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$73,158	\$75,308
Fines & Penalties			\$1,334	\$1,334
Interfund Services			0	0
Intergov't & Grants			\$397,663	\$340,589
Licenses & Permits			\$7,190	\$7,412
Misc. & Investments			\$444	\$445
Total Revenues			\$479,789	\$425,088

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$882,635	\$906,105
Operating & Maintenance			\$1,090,882	\$1,115,698
Personnel			\$4,360,532	\$4,528,648
Total Expenses			\$6,334,049	\$6,550,451

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.57%	6.49%

Department: Police **Program:** Community Outreach

Mission: The Police Department’s Community Outreach program fosters equitable community participation in public safety efforts through community organizations and partnerships to build relationships, greater transparency, and trust between police and community members.

Projected Budget 2025: \$1,568,387 **2026:** \$1,621,971

Program Summary: The Community Outreach program develops community partnerships to actively engage with their surrounding communities, build strong relationships, raise awareness about their services or causes and work collaboratively to address shared challenges.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To create more opportunities for police and community members to engage in positive ways and build relationships.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Community relation initiatives count			TBD	TBD
Foot and bike patrol hours			TBD	TBD
Resident safety index			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$18,115	\$18,647
Fines & Penalties			\$330	\$330
Intergov't & Grants			\$98,466	\$84,334
Licenses & Permits			\$1,780	\$1,835
Misc. & Investments			\$110	\$110
Total Revenues			\$118,802	\$105,257

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			0	0
Interfund Charges			\$218,551	\$224,363
Operating & Maintenance			\$270,115	\$276,260
Personnel			\$1,079,721	\$1,121,348
Total Expenses			\$1,568,387	\$1,621,971

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.57%	6.49%

Department: Police **Program:** School Outreach

Mission: The Police Department’s School Outreach program aims to build better relationships between police and youth by improving student outcomes, promoting civic engagement, increasing sense of security through emergency preparedness, crisis and incident management, and educating students on specific community challenges or issues.

Projected Budget 2025: \$643,402 **2026:** \$665,012

Program Summary: The School Outreach program integrates opportunities into the school environment for youth to learn valuable life-skills, develop positive relationships among law enforcement, and help to promote a positive school experience.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To promote a safe, supportive, and peaceful school environment through positive relationships with students and collaboration with educators.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
School interaction hours			TBD	TBD
School-related initiatives/events count			TBD	TBD
School emergency response calls count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$7,427	\$7,645
Fines & Penalties			\$135	\$135
Intergov't & Grants			\$40,371	\$34,577
Licenses & Permits			\$730	\$752
Misc. & Investments			\$46	\$47
Total Revenues			\$48,709	\$43,156

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$89,606	\$91,989
Operating & Maintenance			\$110,748	\$113,267
Personnel			\$442,688	\$459,756
Total Expenses			\$643,042	\$665,012

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.57%	6.49%

Fire



Department: Fire

Mission: To respond and mitigate the emergent needs of the Citizens of Oak Harbor.

Proposed Budget 2025: \$5,569,753 **2026:** \$5,678,111

Department Summary & Program List: The Fire Department responds and mitigates the emergent needs of the Citizens of Oak Harbor to include hazards from fires, medical emergencies, hazardous materials spills, marine emergencies, motor vehicle crashes, and technical rescue incidents. We also provide assistance to regional partners on Whidbey Island. Non-emergency services include functions that support fire and life safety such as fire investigations, business safety inspections, fire code enforcement, facility maintenance, apparatus and equipment maintenance, record keeping, and all other administrative and public education activities.

1. Fire Suppression/EMS Services
2. Public Education
3. Fire Prevention
4. Training

Summary of Key Changes in this Budget: Expansion to a 2nd fire station requiring additional personnel, new personnel hiring, new personnel equipment, and support and maintenance of personnel, equipment, and training.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Fire Suppression/EMS Services			\$2,182,480	\$2,124,301
Training			\$5,044	\$2,453
Fire Prevention			\$14,016	\$6,818
Public Education			\$14,860	\$7,228
Total Revenues	\$1,977,598	\$1,113,603	\$2,216,400	\$2,140,800

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Fire Suppression/EMS Services			\$4,222,338	\$4,373,150
Training			\$101,199	\$104,560
Fire Prevention			\$256,018	\$264,441
Public Education			\$280,498	\$289,759
Total Expenses	\$4,286,998	\$3,194,370	\$4,860,053	\$5,031,910

Department: Fire **Program:** Fire Suppression/EMS Services

Mission: The Fire Department’s Fire Suppression/EMS Services is committed to safely providing high quality and valuable fire protection services minimizing injury, death, and property destruction due to fire, natural disasters, and other emergencies.

Projected Budget 2025: \$4,212,988 **2026:** \$4,363,460

Program Summary: Fire Suppression/EMS Services program provides safe homes, buildings, and facilities through fire suppression, life safety, and fire prevention programs, intense training, rapid response, hazard mitigation, and thorough planning and preparation.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To preserve life and property through effective fire suppression, fire prevention, and emergency medical service.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Fire Suppression Response Rate (6:59)			TBD	TBD
Life-Threatening EMS Response Rate (6:59)			TBD	TBD
Non-Life-Threatening EMS Response Rate (8:59)			TBD	TBD
Incident Responses Count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$55,216	\$56,887
Taxes			\$2,010,400	\$2,040,600
Intergov't & Grants			\$111,602	\$21,385
Licenses & Permits			\$5,096	\$5,263
Misc. & Investments			\$166	\$166
Total Revenues			\$2,182,480	\$2,124,301

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$943,658	\$967,279
Operating & Maintenance			\$267,106	\$268,692
Personnel			\$3,011,574	\$3,137,179
Total Expenses			\$4,222,338	\$4,373,150

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			51.69%	48.57%

Department: Fire **Program:** Public education

Mission: To teach, educate, and increase public awareness.

Projected Budget 2025: \$101,199 **2026:** \$104,560

Program Summary: To reduce unintentional injuries and the loss of life and property from fire, accidents, and natural disasters by increasing public awareness. The division delivers CPR classes, school education programs, and installs smoke alarms through the community.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Improve and implement community outreach programs to increase public awareness and reduce loss from disasters likely to occur in the Oak Harbor area.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Community Education Hours			TBD	TBD
CPR Training Hours Provided			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,618	\$1,667
Intergov't & Grants			\$3,271	\$627
Licenses & Permits			\$149	\$154
Misc. & Investments			\$6	\$5
Total Revenues			\$5,044	\$2,453

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$15,382	\$15,759
Operating & Maintenance			\$7,891	\$7,946
Personnel			\$77,926	\$80,855
Total Expenses			\$101,199	\$104,560

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
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Cost Recovery %			4.98%	2.35%
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Department: Fire **Program:** Fire prevention

Mission: To perform fire safety inspection, investigations, and code compliance.

Projected Budget 2025: \$256,018 **2026:** \$264,441

Program Summary: The prevention division is the code enforcement arm of the department. Primary duties include the management of fire and life safety inspections, new construction and development plan review, and permit inspections. The division also performs fire investigations to determine cause and origin of each fire in an effort to enhance future fire safety in the community.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Continue to reduce the risk of fire-related injuries, deaths, and property damage.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Inspections Count			TBD	TBD
Plan Review Count			TBD	TBD
Plan Review Hours			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$4,497	\$4,634
Intergov't & Grants			\$9,090	\$1,742
Licenses & Permits			\$415	\$429
Misc. & Investments			\$14	\$13
Total Revenues			\$14,016	\$6,818

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$42,748	\$43,796
Operating & Maintenance			\$19,912	\$19,973
Personnel			\$193,358	\$200,672
Total Expenses			\$256,018	\$264,441

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
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Cost Recovery %			5.47%	2.58%
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Department: Fire **Program:** Training

Mission: To provide fire suppression and EMS training to our firefighters and officers.

Projected Budget 2025: \$280,498 **2026:** \$289,759

Program Summary: The training division is tasked with providing and managing the training of department personnel. These duties include the scheduling of all training to meet federal, state, and local requirements.

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Continue to teach people how to prevent, respond to, and reduce the risks of fires

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Hands-On Training Hours			TBD	TBD
Classroom Training Hours			TBD	TBD
Virtual Learning Hours			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$4,768	\$4,912
Intergov't & Grants			\$9,637	\$1,847
Licenses & Permits			\$440	\$454
Misc. & Investments			\$15	\$15
Total Revenues			\$14,860	\$7,228

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$45,320	\$46,431
Operating & Maintenance			\$21,836	\$21,934
Personnel			\$213,342	\$221,394
Total Expenses			\$280,498	\$289,759

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			5.30%	2.49%

Parks and Recreation



Department: Parks and Recreation

Mission: The mission of the Oak Harbor Parks and Recreation Department is to provide a higher quality of life for residents and attract visitors by delivering a broad range of outstanding facilities, dynamic recreation programs, and quality services to the community.

Proposed Budget 2025: \$7,704,916 **2026:** \$6,844,666

Department Summary & Program List: The Oak Harbor Parks and Recreation Department is dedicated to enhancing the quality of life for all residents and visitors. We provide inclusive recreation programming for all ages, accessible facilities for individuals of all abilities, and nutrition and wellness services tailored for older adults. Our offerings also include social and life enrichment programs, arts initiatives, public art placements, and a variety of special events in public spaces. The department manages field and facility rentals, operates a full-service marina serving both local boating enthusiasts and visiting tourists, and oversees conservation efforts, landscaping, and the beautification of public areas. Additionally, we maintain parks and public spaces, and host sports leagues, recreation clubs, and community celebrations.

1. Facility Rentals and Leases
2. Parks Maintenance and Usage
3. Events
4. Recreations Programs
5. Marina
6. Creative Arts

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Facility Rentals and Leases			\$51,243	\$52,534
Parks Maintenance and Usage			\$2,443	\$1,954
Events			\$31,602	\$32,506
Recreational Programs			\$453,052	\$460,645
Marina			\$2,234,500	\$2,291,400
Creative Arts			\$6,200	\$5,000
Total Revenues	\$3,166,529	\$1,764,252	\$2,779,040	\$2,844,039

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Facility Rentals and Leases			\$202,612	\$214,549
Parks Maintenance and Usage			\$1,624,679	\$1,733,342
Events			\$196,979	\$208,083
Recreational Programs			\$1,292,021	\$1,351,540
Marina			\$2,564,758	\$2,459,062
Creative Arts			\$78,755	\$44,308
Total Expenses	\$5,248,258	\$3,853,570	\$5,959,805	\$6,010,885

Department: Parks (P&R)

Program: Facility Rentals and Leases

Mission: Maximize community access and engagement by efficiently managing facility rentals and leases, driving revenue growth, increasing the number of rentals, and supporting special events and league activities in city parks and facilities.

Projected Budget 2025: \$202,612 **2026:** \$214,549

Program Summary: Our Facility Rentals & Leases program provides accessible, well-maintained spaces for community activities. This program manages:

- League Contracts: Coordinating and facilitating city field usage for sports leagues.
- Park Rentals: Providing community access to park facilities for gatherings and events.
- The Center in Oak Harbor Rentals: Ensuring the availability of this key venue for community events and activities.
- Special Event Permits: Streamlining the process for community groups organizing special events in city parks and facilities.

The program aims to enhance community engagement and optimize the use of public spaces through efficient and effective rental and lease management.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: We are committed to optimizing rentals, leases, and special event permits by streamlining processes and offering competitive rates that are affordable and adequate for cost recovery and long-term maintenance needs.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Pavilion rentals			TBD	TBD
Other rentals			TBD	TBD
Field rentals			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$800	\$800
Licenses & Permits			\$100	\$100
Misc. & Investments			\$50,343	\$50,643
Total Revenues			\$51,243	\$52,534

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$47,096	\$54,489
Operating & Maintenance			\$50,034	\$51,383
Personnel			\$105,483	\$108,677
Total Expenses			\$202,612	\$214,549

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			25%	24%

Department: Parks (P&R)

Program: Parks Maintenance and Usage

Mission: To provide a diverse community with safe and attractive parks, open spaces, trails and amenities that enhance the recreational opportunities for people of all ages and ability levels.

Projected Budget 2025:\$1,624,679 **2026:** \$1,733,342

Program Summary: This program will track the maintenance inputs in Parks as well as the number of users within the park. This is a good snapshot of overall Park satisfaction. We will be able to compare hours spent moving, refurbishing, repairing, installing new amenities vs. the public attendance.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: The goal for Parks is to continue to provide a minimum of 10.6 acres of parkland per 1,000 residents while increasing amenities offered with the current parks. We will be considering inclusivity and adding inclusive amenities going forward so that everyone within the city can participate. We expect to begin a forestry master plan and parks and open spaces master plan in 2024, with expected completion in 2025. This will help guide the Parks Department in implementation of new tree installations, percent canopy coverage and community need of amenities and facilities.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Acres of Parkland			TBD	TBD
Acres of Parkland per 1,000 residents			TBD	TBD
Hours spent on vandalism repair			TBD	TBD
New Trees planted			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Misc. & Investments			\$2,443	\$1,954
Total Revenues			\$2,443	\$1,954

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$390,516	\$462,907
Operating & Maintenance			\$400,604	\$411,900
Personnel			\$833,559	\$858,535
Total Expenses			\$1,624,679	\$1,733,342

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			<1%	<1%

Department: Recreation (P&R)

Program: Events

Mission: Host a variety of events that enhance the quality of life, promote a vibrant and inclusive community, and support local organizations in Oak Harbor.

Projected Budget 2025: \$196,979 **2026:** \$208,083

Program Summary: The Events program, hosted by OHPAR, is designed to enhance community engagement and support local organizations through a variety of unique and popular events. Key events include:

- Wearable Art Show: Showcasing creative and innovative wearable art pieces.
- Mermaids & Pirates: A themed event offering fun activities for all ages.
- High Tea: An elegant gathering featuring tea, refreshments, and socializing.
- Holiday Market: A festive market supporting local artisans and businesses.
- Garage Sale: A community-wide sale promoting reuse and recycling.

The Event program aims to generate revenue, increase event attendance, and build strong community partnerships. Through these events, we strive to provide enjoyable and enriching experiences for all participants.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To enrich the community through diverse and engaging events that drive revenue, strengthen community bonds, and support local organizations.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
City events hosted			TBD	TBD
Participants for City events			TBD	TBD
Non-City events permitted			TBD	TBD
Participants for non-City events			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$29,500	\$30,400
Misc. & Investments			\$2,102	\$2,106
Total Revenues			\$31,602	\$32,506

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$45,289	\$51,970
Operating & Maintenance			\$48,666	\$49,959
Personnel			\$103,024	\$106,154
Total Expenses			\$196,979	\$208,083

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			16%	16%

Department: Recreation (P&R)

Program: Recreational Programs

Mission: Recreational Programs enhance the quality of life for residents of all ages through diverse activities. We foster community engagement, promote physical and mental well-being, and provide opportunities for lifelong learning and creative expression.

Projected Budget 2025: \$1,292,021 **2026:** \$1,351,540

Program Summary: Recreational programs are designed to enhance the quality of life for residents of all ages through a diverse range of activities. These programs aim to foster community engagement, promote physical and mental well-being, and provide opportunities for lifelong learning and creative expression. The recreational programs are categorized into the following areas: Senior, Adult, Youth Programs, Art Classes, Fitness & Athletic Classes, and Educational Programs.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Enhance residents' quality of life by fostering community engagement, promoting physical and mental well-being, and offering opportunities for lifelong learning and creative expression. We aim to achieve this through a diverse range of activities categorized into Senior, Adult, Youth Programs, Art Classes, Fitness & Athletic Classes, and Educational Programs.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Programs operated			TBD	TBD
Senior Recreation participants			TBD	TBD
Adult recreation participants			TBD	TBD
Youth recreation participants			TBD	TBD
Leagues using City fields			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$378,340	\$386,740
Intergov't & Grants			\$21,900	\$21,900
Misc. & Investments			\$52,812	\$52,005
Total Revenues			\$453,052	\$460,645

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$283,825	\$314,156
Operating & Maintenance			\$319,823	\$327,821
Personnel			\$688,374	\$709,563
Total Expenses			\$1,292,021	\$1,351,540

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			35%	34%

Department: Marina (P&R) **Program:** Marina

Mission: The mission of the Oak Harbor Marina is to provide the highest quality boating and recreational facilities for permanent tenants, guests, and the public; and to provide outstanding service to all marina users, while maintaining safe, fiscally sound, and efficient operations.

Projected Budget 2025: \$2,564,758 **2026:** \$2,459,062

Program Summary: Provide quality, in-water moorage for permanent tenants and guest boaters, to include electrical power, water service, sound floats, and cleats for mooring, storage sheds for lease by the public and marina tenants, dry boat storage, a recycling center, a marine fueling dock and a venue for events and recreational opportunities.

Past Performance: Previous performance metrics have included average monthly occupancy rates for permanent moorage, storage sheds, and dry boat storage, along with the annual count of guest moorage boaters, total guest moorage nights per year, total gallons of fuel sold, and yearly revenue from moorage, storage, and fuel sales.

Goal Statement: Increase revenue by increasing the average monthly occupancy for permanent moorage, storage and fuel sales, as well as, the total number of guest boaters, number of guest nights stayed, gallons of fuel sold, and number of events and recreational opportunities hosted.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Permanent moorage customers			TBD	TBD
Guest moorage customers			TBD	TBD
Storage shed customers			TBD	TBD
Dry storage customers			TBD	TBD
Gallons of fuel sold			TBD	TBD
Gallons of fuel sold				

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$2,083,900	\$2,150,800
Intergov't & Grants			\$5,000	\$5,000
Licenses & Permits			\$3,000	\$3,100
Misc. & Investments			\$142,600	\$132,500
Total Revenues			\$2,234,500	\$2,291,400

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$363,300	0
Interfund Charges			\$381,910	\$628,355
Operating & Maintenance			\$1,029,648	\$1,014,517
Personnel			\$789,900	\$816,190
Total Expenses			\$2,564,758	\$2,459,062

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			87.12%	93.18%

Department: Arts (P&R)

Program: Creative Arts

Mission: To foster arts and cultural programs to help develop a diverse local arts community that is inclusive for all.

Projected Budget 2025: \$78,755 **2026:** \$44,308

Program Summary: Foster the creative arts in Oak Harbor, including support for artists and arts organization, development and stewardship of public art, cultural tourism, arts education and cultural development of Oak Harbor’s citizens, economy, and quality of life, and implement activities, projects, and programs to promote and encourage development and sustainability of the arts in the city.

Past Performance: Purchase of Kinnebrow Collection located at the Boys and Girls Club and the intersection of Koetje Street and SR 20 with an additional two being installed, as well as the Song of the Salish Sea mural in council chambers. Development of a City Arts Plan.

Goal Statement: The goal of the Creative Arts fund and program is to create a cohesive vision for creative arts throughout the city, while promoting local art, artists and placemaking with aesthetic improvements to public spaces, and support and provide special events related to the arts and culture. Art purchase authorizations from council with recommendation from the arts commission will add economic value, beautification, and help increase tourism dollars for the city.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Public Art Placement Count			TBD	TBD
Art Program and Event Support			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Misc. & Investments			\$6,200	\$5,000
Total Revenues			\$6,200	\$5,000

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$11,755	\$12,208
Operating & Maintenance			\$67,000	\$32,100
Total Expenses			\$78,755	\$44,308

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			7.87%	11.28%

Public Works



Department: Public Works

Mission: To support health, safety and welfare of the community by effectively and efficiently delivering City services and maintaining City infrastructure resulting in a high quality of life and a solid foundation for economic development and sustainability.

Proposed Budget 2025: \$52,109,249 **2026:** \$42,030,273

Department Summary & Program List: The Department of Public Works serves as the backbone of the City. We plow and sweep the streets, pick up the trash and recyclables, maintain the sewer, storm drain, and water systems, keep traffic flowing, maintain public streets and sidewalks, and maintain the City vehicles and equipment. The City's Public Works department operates and delivers all City utilities, streets, utility infrastructure, and facility maintenance, engineering, and many capital projects.

1. **Streets/Arterials – Roadway Maintenance**
2. **Streets/Arterials – Sidewalk Maintenance Program**
3. **Streets/Arterials – Snow Removal**
4. **Streets/Arterial – Traffic Controls**
5. **Water – DOH Water Quality Program Performance**
6. **Water – Water Loss Prevention**
7. **Sewer – NPDES Compliance DOE**
8. **Sewer – Treatment Efficiency**
9. **Sewer – Sewer Line Maintenance**
10. **Sewer – Structures**
11. **Solid Waste – Commercial Pick-Up**
12. **Solid Waste – Recycling Pick-Up**
13. **Solid Waste – Recycling Landfill Diversion**
14. **Solid Waste – Residential Pick-Up**
15. **Solid Waste – Yard Waste Pick-Up**
16. **Storm Drain – NPDES Compliance DOE**
17. **Equipment – Repairs and Maintenance**
18. **Equipment – Preventative Maintenance Compliance**
19. **Facilities - Preventative Maintenance Compliance**
20. **Facilities – Reactive vs. Planned Maintenance**
21. **Purchasing – Service Solicitations**
22. **Purchasing – Vendor Dependency**
23. **Engineering – Cultural Resource Monitoring**
24. **Engineering – Development Review**
25. **Engineering – Capital Projects**

Summary of Key Changes in this Budget: There are no significant changes to the budget, aside from the shift to a performance-based budgeting approach.

Department Financials by Program

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Streets/Arterials – Roadway Maintenance			\$631,929	\$609,228
Streets/Arterials – Sidewalk Maintenance Program			\$234,209	\$225,795
Streets/Arterials – Snow Removal			\$234,209	\$225,795
Streets/Arterial – Traffic Controls			\$313,753	\$302,482
Water – DOH Water Quality Program Performance			\$4,830,177	\$4,707,672
Water – Water Loss Prevention			\$2,661,223	\$2,593,728
Sewer – NPDES Compliance DOE			\$2,851,275	\$2,833,350
Sewer – Treatment Efficiency			\$2,851,275	\$2,833,350
Sewer – Sewer Line Maintenance			\$2,851,275	\$2,833,350
Sewer – Structures			\$2,851,275	\$2,833,350
Solid Waste – Commercial Pick-Up			\$1,078,880	\$1,086,980
Solid Waste – Recycling Pick-Up			\$1,078,880	\$1,086,980
Solid Waste – Recycling Landfill Diversion			\$1,078,880	\$1,086,980
Solid Waste – Residential Pick-Up			\$1,078,880	\$1,086,980
Solid Waste – Yard Waste Pick-Up			\$1,078,880	\$1,086,980

Storm Drain – NPDES Compliance DOE			\$2,289,900	\$2,316,700
Equipment – Repairs and Maintenance			\$1,528,046	\$1,846,153
Equipment – Preventative Maintenance Compliance			\$913,786	\$1,104,017
Facilities - Preventative Maintenance Compliance			\$511,581	\$618,092
Facilities – Reactive vs. Planned Maintenance			\$309,163	\$373,524
Purchasing – Service Solicitations			\$280,884	\$339,359
Purchasing – Vendor Dependency			\$447,160	\$540,249
Engineering – Cultural Resource Monitoring			\$88,639	\$91,475
Engineering – Development Review			\$584,310	\$603,008
Engineering – Capital Projects			\$914,694	\$943,964
Total Revenues	\$38,601,541	\$25,327,691	\$33,573,163	\$34,209,451

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Streets/Arterials – Roadway Maintenance			\$852,688	\$771,743
Streets/Arterials – Sidewalk Maintenance Program			\$316,027	\$286,027
Streets/Arterials – Snow Removal			\$316,027	\$286,027

Streets/Arterial – Traffic Controls			\$423,359	\$383,170
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Water – DOH Water Quality Program Performance			\$4,760,380	\$4,906,156
Water – Water Loss Prevention			\$2,622,768	\$2,703,085
Sewer – NPDES Compliance DOE			\$3,137,199	\$3,191,216
Sewer – Treatment Efficiency			\$3,137,199	\$3,191,216
Sewer – Sewer Line Maintenance			\$3,137,199	\$3,191,216
Sewer – Structures			\$3,137,199	\$3,191,216
Solid Waste – Commercial Pick-Up			\$1,212,867	\$1,272,850
Solid Waste – Recycling Pick- Up			\$1,212,867	\$1,272,850
Solid Waste – Recycling Landfill Diversion			\$1,212,867	\$1,272,850
Solid Waste – Residential Pick- Up			\$1,212,867	\$1,272,850
Solid Waste – Yard Waste Pick- Up			\$1,212,867	\$1,272,850
Storm Drain – NPDES Compliance DOE			\$2,047,933	\$2,152,308
Equipment – Repairs and Maintenance			\$1,497,145	\$1,605,104
Equipment – Preventative Maintenance Compliance			\$895,307	\$959,868
Facilities - Preventative Maintenance Compliance			\$501,236	\$537,380

Facilities – Reactive vs. Planned Maintenance			\$302,911	\$324,754
Purchasing – Service Solicitations			\$275,204	\$295,049
Purchasing – Vendor Dependency			\$438,117	\$469,709
Engineering – Cultural Resource Monitoring			\$89,265	\$94,341
Engineering – Development Review			\$588,436	\$621,899
Engineering – Capital Projects			\$921,153	\$973,537
Total Expenses	\$37,484,371	\$25,954,115	\$35,461,087	\$36,499,271

Department: Streets/Arterials (PW)

Program: Roadway Maintenance

Mission: To maintain streets and rights-of-way in a safe manner that complies with local, state, and federal standards and regulations.

Projected Budget 2025: \$852,688 **2026:** \$771,743

Program Summary: To maintain approximately 74 miles of paved roadways and associated shoulders, including crack sealing, pothole patching, and grading of shoulders

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Maintain the safety of public streets and related infrastructure.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Paved Municipal Streets (%)			TBD	TBD
Lane Miles in Good Condition (%)			TBD	TBD

Program Financials

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Dedicated Revenues				
Charges for Services			\$3,173	\$3,262
Interfund Services			\$13,406	\$13,406
Intergov't & Grants			\$541,571	\$530,801
Licenses & Permits			\$10,368	\$10,680
Misc. & Investments			\$63,411	\$51,079
Total Revenues			\$631,929	\$609,228

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Expenses				
Interfund Charges			\$427,092	\$332,196
Operating & Maintenance			\$198,015	\$204,308
Personnel			\$227,581	\$235,239
Total Expenses			\$852,688	\$771,743

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
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Cost Recovery %			74.11%	78.94%
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Department: Streets/Arterials (PW) **Program:** Sidewalk Maintenance Program

Mission: To ensure sidewalks are safe and accessible for all pedestrians.

Projected Budget 2025: \$316,027 **2026:** \$286,027

Program Summary: To improve and promote safety in the community by trimming trees and vegetation for pedestrian clearance and repairing sidewalks that have been raised or damaged by tree roots.

Past Performance: : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Maintain the safety of public sidewalks.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Municipal Sidewalk Repairs (Miles)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,176	\$1,209
Interfund Services			\$4,969	\$4,969
Intergov't & Grants			\$200,720	\$196,728
Licenses & Permits			\$3,842	\$3,958
Misc. & Investments			\$23,502	\$18,931
Total Revenues			\$234,209	\$225,795

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$158,291	\$123,120
Operating & Maintenance			\$73,389	\$75,722
Personnel			\$84,347	\$87,185
Total Expenses			\$316,027	\$286,027

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			74.11%	78.94%

Department: Streets/Arterials (PW) **Program:** Snow Removal

Mission: To provide effective snow and ice control methods to maintain access to all public streets.

Projected Budget 2025: \$316,027 **2026:** \$286,027

Program Summary: To be proactive in applying de-icing solutions and reactive when snow and ice removal is necessary to keep the public safe and streets clear of snow and ice.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To maintain adequate traction for pedestrians and vehicles during snow and ice conditions.

Program Performance Measurements - Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Snow Removal Hours (Avg)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,176	\$1,209
Interfund Services			\$4,969	\$4,969
Intergov't & Grants			\$200,720	\$196,728
Licenses & Permits			\$3,842	\$3,958
Misc. & Investments			\$23,502	\$18,931
Total Revenues			\$234,209	\$225,795

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$158,291	\$123,120
Operating & Maintenance			\$73,389	\$75,722
Personnel			\$84,347	\$87,185
Total Expenses			\$316,027	\$286,027

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			74.11%	78.94%

Department: Streets/Arterials (PW) **Program:** Traffic Controls

Mission: To ensure efficient and safe traffic flow of vehicles and pedestrians.

Projected Budget 2025: \$423,359 **2026:** \$383,170

Program Summary: To facilitate street safety and efficiency by ensuring the orderly and predictable movement of all users of the roadway systems.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To maintain the smooth flow of traffic to ensure public safety.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Street Lights in Service (%)			TBD	TBD
Street Signs Refurbished/Replaced Count			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,575	\$1,620
Interfund Services			\$6,656	\$6,656
Intergov't & Grants			\$268,890	\$263,543
Licenses & Permits			\$5,147	\$5,303
Misc. & Investments			\$31,485	\$25,360
Total Revenues			\$313,753	\$302,482

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$212,051	\$164,935
Operating & Maintenance			\$98,314	\$101,439
Personnel			\$112,994	\$116,796
Total Expenses			\$423,359	\$383,170

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			74.11%	78.94%

Department: Water (PW)

Program: DOH Water Quality Program Performance

Mission: To provide safe, uninterrupted, quality water to our customers now and in the future and build confidence with our consumers through education and efficient operation and maintenance programs.

Projected Budget 2025: \$4,760,380 **2026:** \$4,906,156

Program Summary: To maintain water quality obtained through quantitative information on the physical, chemical, and biological characteristics.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Maintain optimum flows and ensure system reliability and dependability.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Backflow Assembly Testing Completion (90%)			TBD	TBD
DOH Water Quality Schedule Compliance (100%)			TBD	TBD
Green Permit Status Maintenance			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$4,469,497	\$4,419,141
Misc. & Investments			\$360,680	\$288,531
Total Revenues			\$4,830,177	\$4,707,672

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$33,399	\$18,440
Interfund Charges			\$1,826,381	\$1,907,856
Operating & Maintenance			\$2,463,257	\$2,521,240
Personnel			\$437,343	\$458,620
Total Expenses			\$4,760,380	\$4,906,156

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
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Cost Recovery %			101.47%	95.95%
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Department: Water (PW) **Program:** Water Loss Prevention

Mission: Prevent and reduce water loss through active methods of detection with timely repairs.

Projected Budget 2025: \$2,622,768 **2026:** \$2,703,085

Program Summary: Identify and repair leaks in the distribution system to the extent that is reasonable to achieve water loss prevention.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Minimize water main breaks and repair identified leaks in a timely manner.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Water Loss Percentage vs. State Goal (<10%)			TBD	TBD
Water leaks per 100 miles of pipe (<10%)			TBD	TBD
Aging Watermains Replaced			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$2,462,503	\$2,434,760
Misc. & Investments			\$198,720	\$158,968
Total Revenues			\$2,661,223	\$2,593,728

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$18,401	\$10,160
Interfund Charges			\$1,006,259	\$1,051,148
Operating & Maintenance			\$1,357,151	\$1,389,097
Personnel			\$240,957	\$252,680
Total Expenses			\$2,622,768	\$2,703,085

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			101.47%	95.95%

Department: Sewer (PW)

Program: NPDES Compliance DOE

Mission: To provide wastewater collection and treatment in compliance with the City’s NPDES discharge permit issued by the Washington State Department of Ecology

Projected Budget 2025: \$3,137,199 **2026:** \$3,191,216

Program Summary: To provide dependable collection and conveyance of wastewater to the City’s Clean Water Facility through a network of more than 70 miles of sewer mains, 11 remote lift stations, and appurtenant structures

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Remain in compliance with the NPDES permit

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Permit Compliance Violations (Zero)			TBD	TBD
Grease Traps Inspected (≥80%)			TBD	TBD
Wastewater treated (million gallons)			TBD	TBD
Daily Labs Completion (100%)			TBD	TBD
Lift Station Inspections (100%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$2,692,650	\$2,721,650
Intergov't & Grants			\$19,000	0
Misc. & Investments			\$139,625	\$111,700
Total Revenues			\$2,851,275	\$2,833,350

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$1,173,822	\$1,173,822
Interfund Charges			\$934,548	\$960,352
Operating & Maintenance			\$761,265	\$778,736
Personnel			\$267,565	\$278,307
Total Expenses			\$3,137,199	\$3,191,216

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			90.89%	88.79%

Department: Sewer (PW) **Program:** Treatment Efficiency

Mission: To administer the City’s pretreatment regulations through public education regarding the impacts of fats, oils, and grease in the wastewater system and regular inspection of grease traps in restaurants and other food preparation facilities.

Projected Budget 2025: \$3,137,199 **2026:** \$3,191,216

Program Summary: Continue to comply with the City’s National Pollution Discharge Elimination System (NPDES) permit number WA-0020567

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Ensure discharge compliance through our pretreatment Fats, Oils, and Grease (FOG) program.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Daily Labs Completion (90%)			TBD	TBD
Weekly Rounds Completion (≥90%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$2,692,650	\$2,721,650
Intergov't & Grants			\$19,000	0
Misc. & Investments			\$139,625	\$111,700
Total Revenues			\$2,851,275	\$2,833,350

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$1,173,822	\$1,173,822
Interfund Charges			\$934,548	\$960,352
Operating & Maintenance			\$761,265	\$778,736
Personnel			\$267,565	\$278,307
Total Expenses			\$3,137,199	\$3,191,216

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
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Cost Recovery %			90.89%	88.79%
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Department: Sewer (PW) **Program:** Sewer Line Maintenance

Mission: To provide efficient and cost-effective sewer line maintenance.

Projected Budget 2025: \$3,137,199 **2026:** \$3,191,216

Program Summary: To maintain clean sewer lines to prevent sewage backups and clogs.

Past Performance : Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To provide regular maintenance of sewer lines.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Sewer Lines Cleaned Annually (≥50%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$2,692,650	\$2,721,650
Intergov't & Grants			\$19,000	0
Misc. & Investments			\$139,625	\$111,700
Total Revenues			\$2,851,275	\$2,833,350

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$1,173,822	\$1,173,822
Interfund Charges			\$934,548	\$960,352
Operating & Maintenance			\$761,265	\$778,736
Personnel			\$267,565	\$278,307
Total Expenses			\$3,137,199	\$3,191,216

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			90.89%	88.79%

Department: Sewer (PW) **Program:** Structures

Mission: To ensure that these critical parts of sewage and drainage systems function properly and prevent costly repairs

Projected Budget 2025: \$3,137,199 **2026:** \$3,191,216

Program Summary: Regularly inspect lift stations to ensure efficiency to maintain safe operation.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Ensure proper functioning of lift stations through regular inspections.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Lift Station Inspections (100%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$2,692,650	\$2,721,650
Intergov't & Grants			\$19,000	0
Misc. & Investments			\$139,625	\$111,700
Total Revenues			\$2,851,275	\$2,833,350

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$1,173,822	\$1,173,822
Interfund Charges			\$934,548	\$960,352
Operating & Maintenance			\$761,265	\$778,736
Personnel			\$267,565	\$278,307
Total Expenses			\$3,137,199	\$3,191,216

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			90.89%	88.79%

Department: Solid Waste (PW)

Program: Commercial Pick Up

Mission: To provide excellent full-service solid waste service to our commercial customers at a reasonable cost.

Projected Budget 2025: \$1,212,867 **2026** \$1,272,850

Program Summary: To provide a dependable and efficient collection of commercial solid waste

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To efficiently pick up solid waste materials from our commercial customers.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Daily Collection Units by Type (100%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,057,580	\$1,069,940
Misc. & Investments			\$21,300	\$17,040
Total Revenues			\$1,078,880	\$1,086,980

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$352,660	\$384,104
Operating & Maintenance			\$661,354	\$682,955
Personnel			\$198,853	\$205,791
Total Expenses			\$1,212,867	\$1,272,850

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			88.95%	85.40%

Department: Solid Waste (PW)

Program: Landfill Diversion Rate

Mission: To reduce the amount of waste going to landfills.

Projected Budget 2025: \$1,212,867 **2026** \$1,272,850

Program Summary: To reduce the amount of waste that ends up in landfills through efficient and effective recycling collections.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To promote community waste reduction through a residential and commercial curbside recycling program and public education regarding the environmental and cost-saving benefits

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Recycling Collection Rate (Goal ≥50%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,057,580	\$1,069,940
Misc. & Investments			\$21,300	\$17,040
Total Revenues			\$1,078,880	\$1,086,980

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$352,660	\$384,104
Operating & Maintenance			\$661,354	\$682,955
Personnel			\$198,853	\$205,791
Total Expenses			\$1,212,867	\$1,272,850

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			88.95%	85.40%

Department: Solid Waste (PW)

Program: Recycling Pick Up

Mission: To provide a dependable and efficient collection of recycling.

Projected Budget 2025: \$1,212,867 **2026** \$1,272,850

Program Summary: To provide cost-effective alternatives for the disposal of waste through efficient and effective recycling pickup.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Continue to reduce waste sent to the landfills supporting post-consumer recycling.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Daily Collection Units by Type (100%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,057,580	\$1,069,940
Misc. & Investments			\$21,300	\$17,040
Total Revenues			\$1,078,880	\$1,086,980

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$352,660	\$384,104
Operating & Maintenance			\$661,354	\$682,955
Personnel			\$198,853	\$205,791
Total Expenses			\$1,212,867	\$1,272,850

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			88.95%	85.40%

Department: Solid Waste (PW)

Program: Residential Pick Up

Mission: To provide reliable, efficient, and economical service to our residential solid waste customers.

Projected Budget 2025: \$1,212,867 **2026** \$1,272,850

Program Summary: To provide a dependable and efficient collection of residential solid waste.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To efficiently pick up solid waste materials from our residential customers.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Daily Collection Units by Type (100%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,057,580	\$1,069,940
Misc. & Investments			\$21,300	\$17,040
Total Revenues			\$1,078,880	\$1,086,980

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$352,660	\$384,104
Operating & Maintenance			\$661,354	\$682,955
Personnel			\$198,853	\$205,791
Total Expenses			\$1,212,867	\$1,272,850

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			88.95%	85.40%

Department: Solid Waste (PW)

Program: Yard Waste Pick up

Mission: To provide excellent full-service yard waste programs to our customers at a reasonable cost

Projected Budget 2025: \$1,212,867 **2026** \$1,272,850

Program Summary: To provide a dependable and efficient collection of residential and commercial yard waste.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Continue to divert green waste from landfills to a sustainable resource benefiting our community

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Roll carts supplied and collected increase			TBD	TBD
Daily Collection Units by Type (100%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$1,057,580	\$1,069,940
Misc. & Investments			\$21,300	\$17,040
Total Revenues			\$1,078,880	\$1,086,980

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$352,660	\$384,104
Operating & Maintenance			\$661,354	\$682,955
Personnel			\$198,853	\$205,791
Total Expenses			\$1,212,867	\$1,272,850

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			88.95%	85.40%

Department: Storm Drain (PW)

Program: NPDES Compliance

Mission: To provide storm drain collection in compliance with the City’s NPDES discharge permit issued by the Washington State Department of Ecology

Projected Budget 2025: \$2,047,933

2026: \$2,152,308

Program Summary: Maintain compliance with all health and environmental regulations.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Remain in compliance with the NPDES permit

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Catch Basin Inspections (≥50% Annually)			TBD	TBD
Catch Basin Cleaning (≥50% Annually)			TBD	TBD
Stormwater Inspections (100%)			TBD	TBD
Ditch Inspections (100%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Charges for Services			\$2,127,900	\$2,150,900
Intergov't & Grants			\$30,000	\$60,000
Misc. & Investments			\$132,000	\$105,800
Total Revenues			\$2,289,900	\$2,316,700

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Debt			\$59,700	\$59,500
Interfund Charges			\$906,293	\$975,500
Operating & Maintenance			\$221,908	\$225,408
Personnel			\$860,032	\$891,900
Total Expenses			\$2,047,933	\$2,152,308

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			111.82%	107.64%

Department: Equipment (PW)

Program: Repairs and Maintenance

Mission: To provide safe, efficient, and economical fleet repair and maintenance for the city and to be recognized by our customers as improving their efficiency and effectiveness by providing the highest level of fleet services at the lowest possible cost.

Projected Budget 2025: \$1,497,145 **2026:** \$1,605,104

Program Summary: To support the mission of all City departments by providing cost-effective and dependable vehicles and equipment by performing timely maintenance, repairs, and safety inspections.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Schedule preventive maintenance services on all vehicles/equipment, provide high-quality maintenance for all City vehicles and equipment, and service all vehicles and equipment within the scheduled maintenance period.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Repair Utilization Rate (%)			TBD	TBD

Program Financials

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Dedicated Revenues				
Interfund Services			\$1,486,385	\$1,812,266
Misc. & Investments			\$41,661	\$33,887
Total Revenues			\$1,528,046	\$1,846,153

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$616,748	\$698,310
Operating & Maintenance			\$414,258	\$422,912
Personnel			\$466,139	\$483,882
Total Expenses			\$1,497,145	\$1,605,104

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			102.06%	115.18%

Department: Equipment (PW)

Program: Preventative Maintenance Compliance

Mission: To provide preventative maintenance compliance to ensure overall fleet efficiency.

Projected Budget 2025: \$895,307 **2026:** \$959,868

Program Summary: To keep all vehicles and equipment in good working order to be used safely and effectively.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To provide preventative maintenance for fewer breakdowns, optimized fleet uptime and maximized vehicle and equipment reliability.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
PM Utilization Rate (%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$888,873	\$1,083,752
Misc. & Investments			\$24,913	\$20,265
Total Revenues			\$913,786	\$1,104,017

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$368,821	\$417,596
Operating & Maintenance			\$247,730	\$252,905
Personnel			\$278,756	\$289,366
Total Expenses			\$895,307	\$959,868

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			102.06%	115.18%

Department: Facilities (PW) **Program:** Preventative Maintenance Compliance

Mission: To provide sustainable, safe, and efficient city government facilities.

Projected Budget 2025: \$501,236 **2026:** \$537,380

Program Summary: Actively evaluates city facilities’ needs and promotes proactive maintenance and capital renewal programs.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To provide budgetary replacement costs and funding sources for each building/department.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Scheduled Task Compliance (%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$497,633	\$606,736
Misc. & Investments			\$13,948	\$113,45
Total Revenues			\$511,581	\$618,082

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$206,484	\$233,790
Operating & Maintenance			\$138,691	\$141,588
Personnel			\$156,061	\$162,002
Total Expenses			\$501,236	\$537,380

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			102.06%	115.18%

Department: Facilities (PW) **Program:** Reactive vs. Planned Maintenance

Mission: To maintain City facilities at a level that achieves or surpasses the design life and be proactive in implementing preventive maintenance measures.

Projected Budget 2025: \$302,911 **2026:** \$324,754

Program Summary: To be proactive by maintaining a facilities replacement program that adequately funds internal and external building replacements without borrowing funds and before an emergency arises.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To maintain a facility replacement program for current facility condition assessment.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Planned vs. Reactive Maintenance (%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$300,734	\$366,668
Misc. & Investments			\$8,429	\$6,856
Total Revenues			\$309,163	\$373,524

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$124,784	\$141,286
Operating & Maintenance			\$83,815	\$85,566
Personnel			\$94,312	\$97,902
Total Expenses			\$302,911	\$324,754

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			102.06%	115.18%

Department: Purchasing (PW)

Program: Service-Solicitations

Mission: To maintain the quality and integrity of the City's purchasing system and maximize the purchasing value of the City of Oak Harbor's dollars.

Projected Budget 2025: \$275,204 **2026:** \$295,049

Program Summary: To assure fair and equitable treatment to all who do business with the City. Purchasing also handles the City's surplus items through auction or recycling in accordance with state law and City Ordinances.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Award timely and cost-effective contracts to qualified contractors, suppliers and service providers for the provision of goods, works and services in accordance with established principles and procedures.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Solicitation Response Rate			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$273,226	\$333,129
Misc. & Investments			\$7,658	\$6,230
Total Revenues			\$280,884	\$339,359

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$113,370	\$128,363
Operating & Maintenance			\$76,149	\$77,739
Personnel			\$85,685	\$88,947
Total Expenses			\$275,204	\$295,049

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			102.06%	115.18%

Department: Purchasing (PW)

Program: Vendor Dependency

Mission: To maximize the value and collaboration of vendor interactions and relationships.

Projected Budget 2025: \$438,117 **2026:** \$469,709

Program Summary: To evaluate vendors, source and obtain pricing information, gauge their quality of work, evaluate vendor selection performance against organizational standards, and ensure that payments are made on time.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Continue building, maintaining, and strengthening mutually-beneficial vendor relationships that drive city success.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Supplier Utilization Rate (%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$434,968	\$530,332
Misc. & Investments			\$12,192	\$9,917
Total Revenues			\$447,160	\$540,249

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$180,482	\$204,350
Operating & Maintenance			\$121,226	\$123,759
Personnel			\$136,408	\$141,601
Total Expenses			\$438,117	\$469,709

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			102.06%	115.18%

Department: Engineering (PW)

Program: Cultural Resource Monitoring

Mission: To monitor archaeological and historic resources to maintain cultural and historic preservation.

Projected Budget 2025: \$89,265 **2026:**\$94,341

Program Summary: Monitor archaeological and historic resources as mandated by the Washington State Inventory of Cultural Resources through the Washington State Department of Archaeology and Historic Preservation.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Avoid or minimize adverse effects on cultural resources and historic preservations through monitoring and reporting to DAHP.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Quarterly Cultural Reports On-Time			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$88,639	\$91,475
Total Revenues			\$88,639	\$91,475

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$14,772	\$17,293
Operating & Maintenance			\$6,696	\$6,914
Personnel			\$67,797	\$70,134
Total Expenses			\$89,265	\$94,341

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			99.30%	96.96%

Department: Engineering (PW)

Program: Development Review

Mission: Committed to the health, safety, and welfare of the City's citizens by providing engineering analysis of plans and specifications for the construction of capital improvements and private developments.

Projected Budget 2025: \$588,436 **2026:** \$621,899

Program Summary: Assuring the adherence to standards set forth in the City of Oak Harbor Municipal Code and that current engineering practices are utilized.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: Develop plans, specifications, and estimates that result in realistic project costs and expectations and stay on budget.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
On-Time Engineering Reviews (%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$584,310	\$603,008
Total Revenues			\$584,310	\$603,008

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$97,376	\$113,998
Operating & Maintenance			\$44,139	\$45,574
Personnel			\$446,921	\$462,327
Total Expenses			\$588,436	\$621,899

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			99.30%	96.96%

Department: Engineering (PW)

Program: Capital Projects

Mission: To provide essential engineering support for the City of Oak Harbor. In addition, many of the functions of the Engineering Division are required by state statutes and regulations, such as traffic engineering and water system planning.

Projected Budget 2025: \$921,153 **2026:** \$973,537

Program Summary: The Engineering Division is committed to the health, safety, and welfare of the City's citizens by providing engineering analysis of plans and specifications for the construction of capital improvements and private developments.

Past Performance: Past performance data is currently unavailable as we have recently transitioned to program budgeting for this initiative. This is the first year of implementation, and historical budget data was not tracked at the program level under the previous financial structure.

Goal Statement: To complete projects that are safer, more valuable, highly livable, and that comply with City codes.

Program Performance Measurements – Preliminary

Measure Name	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Capital Projects On-Budget (%)			TBD	TBD

Program Financials

Dedicated Revenues	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Services			\$914,694	\$943,964
Total Revenues			\$914,694	\$943,964

Expenses	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Interfund Charges			\$152,435	\$178,455
Operating & Maintenance			\$69,096	\$71,343
Personnel			\$699,622	\$723,739
Total Expenses			\$921,153	\$973,537

	2023 Result	2024 YTD Result	2025 Projected	2026 Projected
Cost Recovery %			99.30%	96.96%

Glossary

Accrual Basis. The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash receipts and disbursements.

Actuarial Basis. A basis used in computing the amount of contributions to be made periodically to a fund or account so that the total contributions plus the compounded earnings thereon will equal the required payments to be made out of the fund. A pension trust fund for a public employee retirement system is an example of a fund concerned with actuarial basis data.

Ad Valorem Taxes. Commonly referred to as property taxes levied on both real and personal property according to the property's valuation and the tax rate.

Agency Fund. A governmental accounting classification used to describe those situations where one jurisdiction is acting on behalf of another. In this context, the City of Oak Harbor is providing accounting services for D.A.R.E. and Drug Seizure Funds via an agency fund.

Amortization. (1) Gradual reduction, redemption, or liquidation of the balance of an account according to a specified schedule of times and amounts.
(2) Provisions for the extinguishment of a debt by means of a debt service fund.

Appropriation. A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. Spending should not exceed this level without approval by the legislative body.

Assessed Valuation. A value assigned to real estate or other property by a government as a basis for levying taxes.

Assessment. (1) The process of making the official valuation of property for purposes of taxation. (2) The valuation placed upon property as a result of this process.

Assets. Resources owned or held by a government which have monetary value.

Balanced Budget. The budget is in balance when revenues plus available resources are equal to or greater than planned expenditures plus reserves.

BARS. The State of Washington Budget, Accounting and Reporting System required for all governmental entities in the State.

Benefits. Benefits provided for employees, such as Social Security, retirement, worker's compensation, life insurance, and medical insurance.

Biennial Budget. A budget applicable to two fiscal years.

Bond. A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

Bonded Debt. That portion of indebtedness represented by outstanding bonds.

Budget. A forecast of expected resources and the purposeful distribution of those scarce resources. When a budget is appropriated by ordinance or resolution, it provides both the right to spend and limits the amount to be spent.

Budgetary Control. The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Budget Document. The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

Budget Message. A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

Capital Improvement. Expenditures related to the acquisition, expansion or rehabilitation of public facilities, equipment, and infrastructure.

Capital Plan/Program. A plan for capital expenditures to be incurred each year over a fixed number of years to meet capital needs arising from the government's long-term needs.

Capital Outlay. Expenditures which result in the acquisition of or addition to fixed assets.

Capital Project. The largely one-time cost for acquisition, construction, improvement, replacement, or renovation of land, structures, and improvements thereon. Capital project budgets are adopted at the time the project is authorized and continue until completion.

Cash Basis. A basis of accounting under which transactions are recognized only when cash is received or disbursed.

Collective Bargaining Agreement. A legal contract between the employer and a verified representative of a recognized bargaining unit for specific terms and conditions of employment (e.g. hours, working conditions, salary, fringe benefits, and matters affecting health and safety of employees).

Comprehensive Budget. An entity-wide budget that includes all resources the government expects and everything it intends to spend or encumber during a fiscal period. The comprehensive budget contains annual/biennial appropriated budgets, the annual/biennial portion of continuing appropriations such as capital improvement projects, debt amortization schedules, and grant projects, flexible budgets and all non-budgeted funds.

Consumer Price Index (CPI). A statistical description of price levels provided by the U.S. Department of Labor. The index is used as measure of the increase in cost of living (i.e. economic inflation).

Contingency. The appropriation of reserve funds for emergencies, unforeseen expenditures not otherwise budgeted, or for future allocation in the event specific budget allotments have expired and additional funds are needed.

Contributed Capital. An equity account recording resources externally restricted for the acquisition or construction of capital assets, contributions from developers and customers, and tax levies restricted to capital purposes.

Cost Allocation. Assignment of applicable costs and charges from one fund to another required by treating each fund as an independent entity.

Coverage. Percent of revenues which covers expenditures.

Current Assets. (1) In governmental funds, those assets which are available or can be made readily available to finance current operations or to pay current liabilities. (2) In proprietary funds, those assets which will be used up or converted into cash within next operating cycle (e.g. one year). Some examples are cash, temporary investments, and taxes receivable.

Current Expense Fund. Same as General Fund.

Current Liabilities. Liabilities which are payable within next operating cycle (e.g. one year).

Debt Limit. The maximum amount of gross or net debt which is legally permitted.

Debt Service. The annual payment of principal and interest according to a predetermined payment schedule on the City's bonded indebtedness. Bonds

are issued to finance the construction of capital projects such as utility facilities and expansion.

Deficit. (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures or expenses over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

Depreciation. Expiration in the service life of fixed assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

Direct Costs/Expensed. Those expenses which can be charged directly as a part of the cost of a product, service, department, operating unit or activity, as distinguished from indirect costs (overhead) which must be prorated among several products, services, departments, operating units or activities.

Employee (or Fringe) Benefits. Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension and medical plans.

Encumbrances. The amount of funds committed to vendors for goods or services received or to be received by the City as specified in a City purchase order.

Enterprise Fund. A fund established to account for operations that are 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 and services to the general public on a continuing basis be financed primarily through user charges. Examples include the utility funds.

Entitlement. The amount of payment to which a state or local government is entitled as determined by the federal government pursuant to an allocation formula contained in applicable statutes.

Estimated Revenue. The amount of projected revenue to be collected during the fiscal year.

Expenditures. Decreases in net current assets. Expenditures include debt service, capital outlays, and those current operating costs which require the use of current assets.

Expenses. Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

Fees. A general term for any charge for services levied by government associated with providing a service, permitting an activity, or imposing a fine or penalty. Major types of fees include business licenses, fines, and user charges.

Fiduciary Fund Type. The trust and agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

Fiscal Policy. A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fixed Assets. Assets which are intended to be held or used for a long term, such as land, buildings, improvements other than buildings, machinery and equipment.

Fixed Budget. Used to describe those budgets which set an absolute maximum or ceiling on the expenditures of a particular fund, department, or other specific category. A fixed budget can be either an annual/biennial appropriated budget or a continuing appropriation. Fixed budgets must be adopted by ordinance or resolution, either for the government's fiscal period or at the outset of a service project, debt issue, grant award, or capital project.

Franchise. A special privilege granted by a government permitting a monopoly or the continuing use of public property, such as city streets.

Full-time Equivalent Position (FTE). A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year.

Function. A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

Fund. A fiscal and accounting entity with a self-balancing set of accounts (revenues and expenses) which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance. The excess of the assets of a fund over its liabilities, reserves, and carryover.

GAAP. Generally Accepted Accounting Principles. Uniform minimum standards and guidelines used for financial accounting and reporting. They govern the form and content of the financial statements of an entity. They include not only broad guidelines, but also detailed practices and procedures. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board.

GASB. Governmental Accounting Standards Board. Established in 1985 it is the authoritative accounting and financial reporting standard-setting body for government entities.

General Fund. The fund used to account for all financial resources except those required to be accounted for in another fund.

General Ledger. A book, file, or other device which contains the accounts needed to reflect the financial position and the results of operations of an entity.

General Long-term Debt. Long-term debt expected to be repaid from governmental funds. This includes general assessment debt for which the government is obligated in some manner.

General Obligation (G.O.) Bonds. Bonds for which the full faith and credit of the issuing government has been pledged for repayment.

Goal. A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

Grants. External contributions or gifts of cash or other assets to be used or expended for a specified purpose, activity, or facility.

Impact Fees. Fees assessed to developers to help mitigate costs associated with the impact of growth and development.

Indirect Costs. A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure. The physical assets of a government (e.g. streets, water, sewer, public buildings and parks).

Interfund Transfers. The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue. Funds received from federal, state and other local government sources in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

Internal Control. The system of controls established by the City to protect the assets from misappropriation and ensure accurate reporting of financial transactions.

Internal Service Fund. A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies on a cost-reimbursement basis. The City's Equipment Rental Fund is an example of an internal service fund.

LEOFF. Law Enforcement Officers and Firefighters Retirement System provided in the State of Washington.

Levy. (*Verb*) To impose taxes, special assessments, or service charges for the support of governmental activities. (*Noun*) The total amount of taxes, special assessments, or service charges imposed by a government.

Liabilities. Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. The term does not include encumbrances.

Licenses and Permits. Revenue category that include building permits, business licenses, and any other miscellaneous license.

LID. Local Improvement District or Special Assessments made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. The City is not directly responsible for the debt but is obligated to the extent that it is required to establish a guaranty fund to guaranty payments.

Long-term Debt. Debt with a maturity of more than one year after the date of issuance.

Mission Statement. A broad statement of the purpose, in terms of meeting public service needs, that a department is organized to meet.

Net Income/Revenue. The excess of operating revenues, nonoperating revenues, and operating transfers-in over operating expenses, nonoperating expenses, and transfers-out.

Nonoperating Expenses. Those expenses which are not directly related to the fund's primary service activities.

Nonoperating Revenues. Those revenues which are incidental to, or by-products of, the fund's primary service activities.

Objective. Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations. Amounts which a government may be required legally to meet out of its resources.

Operating Budget. Plans of current expenditures and the proposed means of financing them. The annual/biennial operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled.

Operating Expenses. Those costs including expenditures for salaries and wages, benefits, supplies, services, and charges which are necessary to support the primary services of the operation.

Operating Revenues. Those revenues which are directly related to the fund's primary service activities. They consist primarily of user charges for service.

Other Financing Sources. Governmental fund general long-term debt proceeds, operating transfers-in, and material proceeds of fixed asset dispositions. Such amounts are classified separately from revenues.

Other Financing Uses. Governmental fund operating transfers-out. Such amounts are classified separately from expenditures.

Outlays. Synonymous with expenditures.

Overhead. All costs other than direct costs.

Performance Indicators. Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

Performance Measure. Data collected to determine how effective or efficient a program is in achieving its objectives.

PERS. Public Employees Retirement System provided for employees other than police and fire personnel in the State of Washington.

Policy. A principle or course of action chosen to guide decision making.

Preliminary Budget. The recommended and unapproved City budget submitted to the City Council and the public.

Refunding Bonds. Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

Reserve. (1) An account used to segregate a portion of fund balance to indicate that it is not available for expenditure; and (2) an account used to segregate a portion of fund equity as legally set aside for a specific future use.

Restricted Assets. Monies or other resources, the use of which is restricted by legal or contractual requirements. These are sometimes called restricted "funds" but such terminology is not preferred.

Resolution. A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources. Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue. Sources of income financing the operations of government.

Revenue Bonds. Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise fund's property.

Special Assessment. A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Tax Levy. The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Taxes. Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit such as special assessments. Neither does the term include charges for services rendered only to those who pay, for example, sewer service charges.

Trust Funds. Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds.

Unreserved Fund Balance. The portion of fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Fees. The payment of a fee for direct receipt of a public service by the party who benefits from the services.

Working Capital. The year-end balance of current assets less current liabilities in the Enterprise and Internal Service Funds. The unencumbered balance at year-end is available for appropriation in the next year's budget.

Ordinance No. 2011

AN ORDINANCE OF THE CITY OF OAK HARBOR TO ENCUMBER RESOURCES AND TO ESTABLISH EXPENDITURE AUTHORITY THROUGH THE ADOPTION OF THE CITY OF OAK HARBOR 2025-2026 BIENNIAL BUDGET AND WAGE AND SALARY SCHEDULE AND PLAN OF CLASSIFICATION; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Oak Harbor has elected to utilize a biennial budget as provided in the Revised Code of Washington (RCW) 35A.34.040; and

WHEREAS, a public hearing was held August 20, 2024 regarding revenue sources for the 2025-2026 biennial period, including consideration of possible increases in property tax revenues as required by RCW 84.55.120; and

WHEREAS, budget estimates from each department of City government were provided to the City Clerk as required by RCW 35A.34.050 setting forth the complete financial program of the City for the ensuing fiscal biennium; and

WHEREAS, a proposed preliminary budget was prepared setting out the complete financial program of the City for the ensuing fiscal biennium as required by RCW 35A.34.070; and

WHEREAS, the preliminary budget was prepared in detail, filed with the City Clerk, and made available to the public on October 23, 2024, as required by RCW 35A.34.080; and

WHEREAS, pursuant to Oak Harbor Municipal Code (OHMC) 2.34.080, the intent of the City Council is to adopt the Wage and Salary Schedule and Plan of Classification of the City containing Cost of Living Adjustments (COLA) for regular employees not subject to collective bargain agreements; and

WHEREAS, pursuant to OHMC 2.02.005, the City established an independent Salary Commission with the authority to set the salary of the members of the Council and of other elected city officials, and provides that the Salary Commission's action fixing such salaries shall supersede any provision in a City ordinance related to fixing salaries; and

WHEREAS, pursuant to OHMC 2.02.040(2), salary increases for elected officials established by the Oak Harbor Salary Commission shall become effective and incorporated into the City budget without further action of the City Council. Approval of this Ordinance does not constitute either agreement or disagreement with Oak Harbor Salary Commission actions; and

WHEREAS, pursuant to RCW 82.46.015(3) and 82.46.037(2), to use Real Estate Excise Tax (REET) funds for expanded uses pursuant to RCW 82.46.015(2) and 82.46.037(1), a Real Estate Excise Tax Report must be prepared as part of the City's regular, public budget process; and

WHEREAS, the City Clerk published notice of a final public hearing on the final 2025-2026 biennial budget in the Whidbey News-Times on November 6, 2024 and November 13, 2024; and

WHEREAS, the City Council held the final public hearing at the November 19, 2024 City Council meeting to receive discussion and input from the public; and

WHEREAS, the City of Oak Harbor desires to set forth and establish expenditure authority for the purpose of continuing operations for the biennial period commencing January 1, 2025 through December 31, 2026.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OAK HARBOR DO HEREBY ORDAIN AS FOLLOWS:

Section One. Adoption of the 2025-2026 Biennial Budget. The 2025-2026 Biennial Budget and as presented at the November 19, 2024 public hearing is hereby adopted as the revenue and expenditure authority for years 2025-2026 for the City of Oak Harbor. The City Clerk is instructed to file the same with the minutes of this meeting. Set forth in summary form are the totals of the estimated revenues and expenditures for each separate fund and the aggregate totals for all such funds combined:

Fund	2025-26 Biennial Budget
001 General Fund	\$65,041,933
002 General Fund Reserves	4,542,550
003 Current Exp. - FSA	80,000
005 Current Exp. - Seizure	33,427
006 Whidbey Island Marathon	304,600
007 General Fund Projects	12,096,336
101 Streets	4,462,206
102 Streets Projects	5,628,629
103 Arterials Projects	1,838,612
105 Transportation Cap. Improve	2,224,367
106 Paths & Trails	26,895
107 TBD	4,506,994
108 TBD Projects	4,093,195
115 Creative Arts	610,394
116 Civic Imp. (2% lodging)	2,109,036
127 Parks Impact Fee	713,223
230 LOCAL Loan	122,600
311 REET 1	2,483,179
312 REET 2	3,745,941
325 Windjammer Park	2,922,640
401 Water	22,667,357
402 Sewer	34,873,832
403 Solid Waste	13,854,289
404 Storm Drain	6,783,353
410 Marina	6,014,684
411 Water Reserves	7,035,648
412 Sewer Reserves	1,792,530
413 Solid Waste Reserves	266,755
414 Storm Drain Reserves	952,082
420 Marina Reserves	18,764
422 WWTP	1,612,356
431 Water Projects	14,201,653
432 Sewer Projects	4,105,451
434 Storm Drain Projects	3,319,010
440 Marina Projects	20,424,374
501 Equipment Rental	3,411,464
502 Equipment Replacement	23,031,135
504 Facility Replacement	30,833,754
505 Technology Replacement	3,223,457
510 Shop Facility	10,687,624
Grand Total	\$326,696,330

Section Two. Project Funds. The project funds that have been budgeted will remain budgeted until the project has been completed or it is determined that the project will not occur. Unused project funds and project expenditure authority will automatically be carried-forward from previous budgets to the 2025-2026 Biennial Budget, between fiscal years contained within the 2025-2026 Biennial Budget, and to future budgets adopted by the Oak Harbor City Council without the need for subsequent budget approval.

Section Three. Wage and Salary Schedule and Classification Plan. Pursuant to OHMC 2.34.080, the Wage and Salary Schedule and Classification Plan attached as Exhibit A and incorporated by this reference is hereby adopted. This Ordinance shall function as the biennial salary ordinance. A COLA of 2.5% for 2025 and 2.0% for 2026 for regular employees not subject to collective bargaining agreements is incorporated into the expenditure authority in Section One of this Ordinance and the Wage and Salary Schedule and Classification Plan. This establishes City Council's decision on a COLA for regular employees not subject to collective bargaining agreements. Said Schedule and Plan may be amended from time to time by the City Council to reflect changes such as changes negotiated through the collective bargaining process, through implementation of changes for regular employees not subject to collective bargaining agreements, and for reclassifications to positions that occur since the last update.

Section Four. Elected Official Salaries. Pursuant to OHMC 2.02.040(2), salary increases for elected officials established by the Oak Harbor Salary Commission shall become effective and incorporated into the City 2025-2026 Biennial Budget without further action of the City Council.

Section Five. Real Estate Excise Tax Report. Attached and incorporated by this reference is Exhibit B for the Real Estate Excise Tax Report which by adoption of this Ordinance is hereby approved and incorporated as part of the 2025-2026 Biennial Budget.

Section Six. Corrections. The City Clerk and codifiers of the Ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section Seven. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance or its application to any person or circumstance be declared unconstitutional or otherwise invalid or unlawful for any reason, such a decision shall not affect the validity, lawfulness or constitutionality of the remaining portions of this ordinance or its application to any other persons or circumstances.

Section Eight. Effective Date. This Ordinance shall take effect on January 1, 2025.

Adopted by the City Council this 19th day of November, 2024

Veto
Approve

()
(X)

THE CITY OF OAK HARBOR



Ronnie Wright, Mayor

ATTEST:



Julie Nester, City Clerk

APPROVED AS TO FORM:



Hillary J. Evans, City Attorney

Exhibit A - Wage and Salary Schedule / Classification Plan

Department	Classification	Monthly Salary Range		January 1, 2025			
		Minimum	Maximum	2023	2024	2025	2026
Council	City Council Member						See Attachment 1
Mayor / Exec. Admin	Mayor						See Attachment 1
Mayor / Exec. Admin	Mayor's Executive Assistant*	\$ 5,844	\$ 7,771	1.00	1.00	1.00	1.00
Mayor / Exec. Admin	City Administrator	\$ 12,733	\$ 16,934	1.00	1.00	1.00	1.00
Mayor / Exec. Admin	City Clerk	\$ 5,844	\$ 7,771	0.80	1.00	1.00	1.00
Mayor / Exec. Admin	Communications/IT Manager	N/A	N/A	1.00	0.00	0.00	0.00
Mayor / Exec. Admin	Communications Officer	\$ 8,617	\$ 11,461	N/A	1.00	1.00	1.00
Mayor / Exec. Admin	Communications Intern (New)	\$ 3,716	\$ 4,942	N/A	N/A	0.20	0.20
Mayor / Exec. Admin	Executive Services Coordinator	\$ 7,459	\$ 9,919	0.00	1.00	1.00	1.00
Mayor / Exec. Admin	Executive Assistant	N/A	N/A	1.00	0.00	0.00	0.00
Mayor / Exec. Admin	Public Records Officer	\$ 5,302	\$ 7,052	0.00	0.93	0.93	0.93
Mayor / Exec. Admin	Records Management Analyst (RMA)	\$ 6,138	\$ 8,161	0.00	1.00	1.00	1.00
Mayor / Exec. Admin	Cybersecurity Administrator	\$ 7,835	\$ 10,420	N/A	1.00	1.00	1.00
Human Resources	Human Resources Director	\$ 10,457	\$ 13,959	1.00	1.00	1.00	1.00
Human Resources	HR Generalist	\$ 5,844	\$ 7,771	0.00	1.00	1.00	1.00
Human Resources	HR Analyst	\$ 6,445	\$ 8,571	1.00	1.00	1.00	1.00
Human Resources	HR Specialist - Payroll	N/A	N/A	1.00	0.00	0.00	0.00
Human Resources	Administrative Assistant I	N/A	N/A	0.00	0.50	0.00	0.00
Human Resources	HR Assistant	\$ 4,806	\$ 6,392	N/A	0.00	1.00	1.00
Finance	Finance Director	N/A	N/A	0.00	0.00	0.00	0.00
Finance	Deputy City Administrator	\$ 12,151	\$ 16,159	1.00	1.00	1.00	1.00
Finance	Accountant	\$ 6,138	\$ 8,161	2.00	1.00	1.00	1.00
Finance	Accounting Assistant-Cashier	\$ 3,716	\$ 4,942	1.00	2.00	2.00	2.00
Finance	Accounting Assistant-Lead Cashier	\$ 4,579	\$ 6,090	1.00	1.00	1.00	1.00
Finance	Accounting Technician - Payables or Utilities	N/A	N/A	2.00	0.00	0.00	0.00
Finance	Accounting Specialist - Payables or Utilities	\$ 5,049	\$ 6,714	0.00	1.00	1.00	1.00
Finance	Financial Analyst - Accounts Payable	\$ 5,565	\$ 7,402	0.00	1.00	1.00	1.00
Finance	Finance Manager	\$ 7,459	\$ 9,819	2.00	2.00	2.00	2.00
Finance	Senior Accountant	\$ 6,766	\$ 8,996	1.00	1.00	1.00	1.00
Finance	Grants Administrator	\$ 7,835	\$ 10,420	1.00	1.00	1.00	1.00
Finance	Revenue and Performance Analyst II (New)	\$ 6,138	\$ 8,161	N/A	N/A	1.00	1.00
Legal	Public Records Officer	N/A	N/A	0.80	0.00	0.00	0.00
Legal	Sr. Paralegal	N/A	N/A	1.00	0.00	0.00	0.00
Legal	Records Management Analyst	N/A	N/A	1.00	0.00	0.00	0.00
Dev. Services	Development Services Director	\$ 11,023	\$ 14,660	1.00	1.00	1.00	1.00
Dev. Services	Senior Administrative Assistant	\$ 5,565	\$ 7,402	1.00	1.00	1.00	1.00
Dev. Services	Assistant Planner	N/A	N/A	1.00	0.00	0.00	0.00
Dev. Services	Associate Planner	\$ 5,565	\$ 7,402	0.00	1.00	1.00	1.00
Dev. Services	Building Official	\$ 7,835	\$ 10,420	0.00	1.00	1.00	1.00
Dev. Services	Building Manager	N/A	N/A	1.00	0.00	0.00	0.00
Dev. Services	Code Compliance Officer	\$ 5,302	\$ 7,052	0.41	0.41	1.00	1.00
Dev. Services	Permit Coordinator	\$ 5,049	\$ 6,714	1.00	1.00	1.00	1.00
Dev. Services	Building Inspector/Plans Examiner	\$ 5,844	\$ 7,771	1.00	1.00	1.00	1.00
Dev. Services	Senior Planner	\$ 7,103	\$ 9,445	1.40	1.40	1.40	1.40
Dev. Services	Principal Planner	\$ 7,835	\$ 10,420	1.00	1.00	1.00	1.00
Dev. Services	Economic Development Coordinator	\$ 7,103	\$ 9,445	0.00	1.00	0.00	0.00
Police Dept.	Police Chief	\$ 11,573	\$ 15,389	1.00	1.00	1.00	1.00
Police Dept.	Senior Administrative Assistant	\$ 5,565	\$ 7,402	1.00	1.00	1.00	1.00
Police Dept.	Police Support Officer/Animal Control Officer	\$ 5,340	\$ 6,675	1.00	1.00	1.00	1.00
Police Dept.	Police Support Sergeant	\$ 5,874	\$ 7,343	0.00	1.00	1.00	1.00
Police Dept.	Evidence Information Specialist	\$ 4,646	\$ 5,807	1.00	1.00	1.00	1.00
Police Dept.	Police Captain	\$ 10,497	\$ 13,959	2.00	1.00	1.00	1.00
Police Dept.	Police Officer	\$ 5,596	\$ 8,745	20.00	20.00	20.00	20.00
Police Dept.	Police Sergeant	\$ 9,619	\$ 10,467	6.00	7.00	7.00	7.00
Police Dept.	Records Information Specialist	\$ 4,646	\$ 5,807	2.00	2.00	3.00	3.00
Police Dept.	Records/Evidence Supervisor	\$ 6,389	\$ 7,587	1.00	1.00	1.00	1.00
Police Dept.	Records/Receptionist	\$ 4,646	\$ 5,807	N/A	N/A	0.00	0.00
Police Dept.	Police Support Officer/Corrections Officer	\$ 5,340	\$ 6,675	2.00	1.00	1.00	1.00
Police Dept.	Sr. Paralegal	\$ 5,844	\$ 7,771	1.00	1.00	1.00	1.00

Department	Classification	Monthly Salary Range		January 1, 2025			
		Minimum	Maximum	2023	2024	2025	2026
Fire Dept.	Fire Chief	\$ 11,573	\$ 15,389	0.90	0.90	0.90	0.90
Fire Dept.	Senior Administrative Assistant	N/A	N/A	1.00	0.00	0.00	0.00
Fire Dept.	Fire Services Analyst	\$ 6,445	\$ 8,571	0.00	1.00	1.00	1.00
Fire Dept.	Deputy Chief	\$ 9,996	\$ 13,294	1.00	1.00	1.00	1.00
Fire Dept.	Fire Captain	\$ 9,161	\$ 10,010	4.00	4.00	4.00	4.00
Fire Dept.	Fire Lieutenant	\$ 8,899	\$ 9,849	3.00	3.00	3.00	3.00
Fire Dept.	Firefighter/EMT	\$ 6,858	\$ 8,568	6.00	13.00	15.00	15.00
Fire Dept.	Paid On Call Firefighter-Shift Equivalent FTE	\$ 3,536	\$ 3,978	11.50	3.80	1.80	0.00
EMS	Emergency Services Director	\$ 11,573	\$ 15,389	0.10	0.10	0.10	0.10
Parks & Rec	Parks and Recreation Director	\$ 10,497	\$ 13,959	1.00	1.00	1.00	1.00
Parks & Rec	Parks Supervisor	\$ 6,766	\$ 8,996	1.00	1.00	1.00	1.00
Parks & Rec	Lead Parks Specialist	N/A	N/A	1.00	0.00	0.00	0.00
Parks & Rec	Parks Specialist I	\$ 4,346	\$ 5,666	1.50	3.00	3.00	3.00
Parks & Rec	Parks Specialist II	\$ 5,086	\$ 6,635	3.00	1.00	1.00	1.00
Parks & Rec	Parks Specialist III	\$ 5,238	\$ 6,830	1.00	2.00	2.00	2.00
Parks & Rec	Arborist	\$ 5,238	\$ 6,830	1.00	1.00	1.00	1.00
Parks & Rec	Arborist Apprentice	\$ 4,352	\$ 5,787	0.00	1.00	1.00	1.00
Parks & Rec	Seasonal Laborer	\$ 3,716	\$ 4,942	1.20	1.20	1.20	1.20
Parks & Rec	Recreation Coordinator	\$ 5,049	\$ 6,714	1.00	1.00	1.00	1.00
Parks & Rec	Seasonal Sports Officials and Rec. Leaders	\$ 3,716	\$ 4,942	0.90	0.90	0.90	0.90
Streets	Lead Streets Specialist	N/A	N/A	1.00	0.00	0.00	0.00
Streets	Operations Foreman	\$ 6,441	\$ 8,402	0.00	1.00	1.00	1.00
Streets	Seasonal Laborer	\$ 3,716	\$ 4,942	0.40	0.80	0.80	0.80
Streets	Streets Specialist I	\$ 4,346	\$ 5,666	3.00	2.00	3.00	3.00
Streets	Streets Specialist II	\$ 5,238	\$ 6,830	0.00	1.00	1.00	1.00
P&R/The Center	Recreation Manager	\$ 7,459	\$ 9,919	1.00	1.00	1.00	1.00
P&R/The Center	Program Assistant	\$ 4,124	\$ 5,483	1.00	1.00	1.00	1.00
P&R/The Center	Program Coordinator	\$ 5,049	\$ 6,714	1.00	1.00	1.00	1.00
P&R/The Center	Bus Driver	\$ 3,716	\$ 4,942	0.50	0.50	0.50	0.50
P&R/The Center	Fitness Instructor	\$ 3,716	\$ 4,942	1.00	1.00	1.00	1.00
Water	Water Manager	\$ 7,459	\$ 9,919	1.00	1.00	1.00	1.00
Water	Seasonal Laborer	\$ 3,716	\$ 4,942	0.40	0.40	0.40	0.40
Water	Water Quality Specialist	\$ 5,448	\$ 7,104	1.00	1.00	1.00	1.00
Water	Water Specialist I	\$ 4,346	\$ 5,666	2.00	2.00	2.00	2.00
Water	Water Specialist II	\$ 5,238	\$ 6,830	1.00	1.00	1.00	1.00
Water	Water Specialist III	\$ 5,502	\$ 7,178	1.00	1.00	1.00	1.00
Wastewater	Operations Manager - SWR/SD/SW	\$ 8,617	\$ 11,461	0.33	0.33	0.33	0.33
Wastewater	Lab Chemist	\$ 5,895	\$ 7,689	1.00	1.00	1.00	1.00
Wastewater	Lead SD/WWC Specialist	N/A	N/A	0.50	0.00	0.00	0.00
Wastewater	Operations Foreman	\$ 6,441	\$ 8,402	0.00	0.50	0.50	0.50
Wastewater	Treatment Plant OIT	\$ 4,429	\$ 5,779	2.00	2.00	2.00	2.00
Wastewater	WWTP Operator I	\$ 4,839	\$ 6,314	2.00	3.00	3.00	3.00
Wastewater	WWTP Operator II	\$ 5,448	\$ 7,104	2.00	3.00	3.00	3.00
Wastewater	WWTP Manager	\$ 7,459	\$ 9,919	1.00	1.00	1.00	1.00
Wastewater	WWTP Operator III	N/A	N/A	2.00	0.00	0.00	0.00
Solid Waste	Operations Manager - SWR/SD/SW	\$ 8,617	\$ 11,461	0.33	0.33	0.33	0.33
Solid Waste	Operations Foreman	N/A	N/A	0.00	1.00	0.00	0.00
Solid Waste	Senior Operations Foreman (Reclass)	\$ 7,071	\$ 9,223	N/A	N/A	1.00	1.00
Solid Waste	Lead Solid Waste Collector	N/A	N/A	1.00	0.00	0.00	0.00
Solid Waste	Seasonal Laborer	\$ 3,716	\$ 4,942	0.20	0.20	0.20	0.20
Solid Waste	Solid Waste Collector I	\$ 4,346	\$ 5,666	1.00	2.00	3.00	3.00
Solid Waste	Solid Waste Collector II	\$ 5,086	\$ 6,635	5.00	4.00	4.00	4.00
Storm Drain	Operations Manager - SWR/SD/SW	\$ 8,617	\$ 11,461	0.34	0.34	0.34	0.34
Storm Drain	Lead Storm Drain Specialist	N/A	N/A	0.50	0.00	0.00	0.00
Storm Drain	SD/WW Compliance Inspector/Educator	N/A	N/A	1.00	1.00	0.00	0.00
Storm Drain	Special Pro./Sr. Compliance Inspect. (Reclass)	\$ 6,071	\$ 7,920	N/A	N/A	1.00	1.00
Storm Drain	SD/WWC Specialist I	\$ 4,346	\$ 5,666	1.00	2.00	2.00	2.00
Storm Drain	SD/WWC Specialist II	\$ 5,238	\$ 6,830	4.00	2.00	2.00	2.00
Storm Drain	SD/WWC Specialist III	\$ 5,502	\$ 7,178	0.00	1.00	1.00	1.00
Storm Drain	Seasonal Laborer	\$ 3,716	\$ 4,942	0.00	0.20	0.20	0.20
Storm Drain	Senior Inspector (New)	\$ 5,555	\$ 7,248	N/A	N/A	1.00	1.00

Department	Classification	Monthly Salary Range		January 1, 2025			
		Minimum	Maximum	2023	2024	2025	2026
P&R Marina	Harbormaster	\$ 7,459	\$ 9,919	1.00	1.00	1.00	1.00
P&R Marina	Marina Maintenance Attendant II	\$ 4,429	\$ 5,779	0.00	1.00	1.00	1.00
P&R Marina	Assistant Harbormaster	\$ 5,302	\$ 7,052	1.00	1.00	1.00	1.00
P&R Marina	Marina Maintenance Attendant III	\$ 4,608	\$ 6,012	2.00	1.00	1.00	1.00
P&R Marina	Marina Maintenance Tech P/T (New)	\$ 4,346	\$ 5,656	N/A	N/A	0.40	0.40
P&R Marina	Marina Operations Specialist III	\$ 4,608	\$ 6,012	1.00	1.00	1.00	1.00
P&R Marina	Seasonal Laborer	\$ 3,716	\$ 4,942	1.20	1.20	1.20	1.20
Shop/Repair	Maintenance Foreman	\$ 6,441	\$ 8,402	0.00	1.00	1.00	1.00
Shop/Repair	Lead Equipment Mechanic	N/A	N/A	1.00	0.00	0.00	0.00
Shop/Repair	Diesel Mechanic	\$ 5,555	\$ 7,248	1.00	1.00	2.00	2.00
Shop/Repair	Seasonal Laborer	\$ 3,716	\$ 4,942	0.40	0.40	0.40	0.40
Public Works	Public Works Director	\$ 11,573	\$ 15,389	1.00	1.00	1.00	1.00
Public Works	Archaeologist/Project Manager	\$ 7,459	\$ 9,919	1.00	1.00	1.00	1.00
Public Works	Capital Project Manager	\$ 7,459	\$ 9,919	1.00	1.00	1.00	1.00
Public Works	Central Services Manager	N/A	N/A	1.00	1.00	0.00	0.00
Public Works	Administration Manager (Reclass)	\$ 8,617	\$ 11,461	N/A	N/A	1.00	1.00
Public Works	Purchasing/Contract Coordinator	\$ 5,844	\$ 7,771	1.00	1.00	1.00	1.00
Public Works	City Engineer	\$ 9,996	\$ 13,294	1.00	1.00	1.00	1.00
Public Works	Construction Inspector	\$ 5,895	\$ 7,689	1.00	1.00	1.00	1.00
Public Works	Engineering Technician	\$ 5,502	\$ 7,178	2.00	1.00	1.00	1.00
Public Works	Utility Locator	\$ 4,608	\$ 6,012	0.00	1.00	1.00	1.00
Public Works	Facilities/Utility Maintenance Worker	\$ 5,086	\$ 6,635	1.00	1.00	1.00	1.00
Public Works	Project Engineer	N/A	N/A	1.00	1.00	0.00	0.00
Public Works	Senior/Utility Project Engineer (Reclass)	\$ 9,996	\$ 13,294	N/A	N/A	1.00	1.00
Public Works	Project Manager	N/A	N/A	0.00	0.00	0.00	0.00
Public Works	Seasonal Painter	\$ 3,716	\$ 4,942	0.00	0.40	0.40	0.40
Public Works	Sr. Administrative Assistant	\$ 5,565	\$ 7,402	1.00	1.00	1.00	1.00
Public Works	Sr. Engineering Technician	\$ 5,895	\$ 7,689	1.00	1.00	1.00	1.00
Public Works	Operations Manager - STR/WTR/FAC	\$ 8,617	\$ 11,461	1.00	1.00	1.00	1.00
Total				171.61	173.74	180.43	178.63

*Authorized per ordinance 1654 but not funded

Exhibit A , Attachment 1- Salary Commission -Elected Official Wages

Per Oak Harbor Municipal Code Chapter 2.02, the Oak Harbor Salary Commission has made the following determinations regarding the following elected official classifications.

	<u>Monthly Salary Range</u>		<u>Date of Action</u>
	<u>Minimum</u>	<u>Maximum</u>	
Mayor	\$ 11,250.00	\$ 11,250.00	July 2, 2024
Councilmember	\$ 1,200.00	\$ 1,200.00	Sept. 24, 2024

Exhibit B

To: Mayor Ronnie Wright and City Council
From: David Goldman, Deputy City Administrator / Finance Director
 Chas Webster, Finance Manager, Operations & Financial Planning
Date: November 19, 2024
Subject: Biennial Budget 2025-26 Reet 1 and 2 Report for the City of Oak Harbor

Background:

The purpose of this memo is to report on the Real Estate Excise Tax (REET) usage in the operating and capital budgets. RCW 82.46.037 requires REET 2 usage information to be reported with the adoption of the operating budget and mid-biennial budget amendment to qualify the City to use REET 2 for expanded purposes.

Requirements:

This report must satisfy and include four requirements. The requirements and relevant data to meet each requirement for the City of Oak Harbor are included below:

1. Demonstrate that a city has or will have adequate funding from all sources of public funding to pay for all capital projects, as defined in RCW 82.46.010 and 82.46.035, identified in its capital facilities plan for the succeeding two-year period:

2025-2026 Capital Budget (Current Draft CIP)			
Fund	2025	2026	Two year total
General Government	11,601,469.00	260,000.00	11,861,469.00
Parks and Recreation	4,094,623.00	2,820,000.00	6,914,623.00
Streets	3,878,278.00	984,500.00	4,862,778.00
Transportation Benefit District	2,570,587.00	900,000.00	3,470,587.00
Internal Services	4,647,205.00	1,925,000.00	6,572,205.00
Water	2,691,277.00	1,414,771.00	4,106,048.00
Wastewater	1,380,000.00	2,200,000.00	3,580,000.00
Solid Waste	475,000.00	-	475,000.00
Stormwater	744,247.00	-	744,247.00
Marina	699,584.00	19,269,771.00	19,969,355.00
Total:	32,782,270.00	29,774,042.00	62,556,312.00

2025-2026 CIP Preliminary Revenue Sources			
Dedicated Revenue	2025	2026	Two year total
General Government			
General Fund Revenues	1,445,000.00	260,000.00	1,705,000.00
Council Priority Projects	742,459.00		742,459.00
Capital Project Fund Balance Carryovers	8,819,010.00		8,819,010.00
Grants	595,000.00		595,000.00
REET 1			-
REET 2			-
Subtotal:	11,601,469.00	260,000.00	11,861,469.00
Parks and Recreation			
General Fund	213,773.00		213,773.00
Council Priority Projects	127,291.00		127,291.00
Capital Project Fund Balance Carryovers	1,526,672.00		1,526,672.00
Grants	1,905,587.00	2,670,000.00	4,575,587.00
Paths and Trails	10,000.00		10,000.00
REET 1	225,000.00		225,000.00
REET 2	86,300.00	150,000.00	236,300.00
Donations			-
Subtotal:	4,094,623.00	2,820,000.00	6,914,623.00
Streets			
Capital Project Fund Balance Carryovers	2,742,978.00		2,742,978.00
Grants	348,200.00	400,000.00	748,200.00
Streets Fund	312,100.00	157,500.00	469,600.00
REET 1	15,000.00	15,000.00	30,000.00
REET 2	235,000.00	115,000.00	350,000.00
Transportation Impact		72,000.00	72,000.00
Water	75,000.00	75,000.00	150,000.00
Sewer	75,000.00	75,000.00	150,000.00
Storm Drain	75,000.00	75,000.00	150,000.00
Subtotal:	3,878,278.00	984,500.00	4,862,778.00
Transportation Benefit District			
Capital Project Fund Balance Carryovers	1,670,587.00		1,670,587.00
TBD #1	900,000.00	900,000.00	1,800,000.00
Subtotal:	2,570,587.00	900,000.00	3,470,587.00
Internal Services			
Council Priority Projects	32,205.00		32,205.00
Capital Project Fund Balance Carryovers	465,000.00		465,000.00
Interfund Charge Revenues	4,150,000.00	1,925,000.00	6,075,000.00
Subtotal:	4,647,205.00	1,925,000.00	6,572,205.00

Water			
Capital Project Fund Balance Carryovers	1,412,882.00	791,971.00	2,204,853.00
Water Revenues	996,000.00	622,800.00	1,618,800.00
Water Cumulative Reserve	282,395.00		282,395.00
Navy Contributions	-		-
Subtotal:	2,691,277.00	1,414,771.00	4,106,048.00
Wastewater			
Capital Project Fund Balance Carryovers	400,000.00	50,000.00	450,000.00
Council Priority Projects	550,000.00	400,000.00	950,000.00
Sewer (Fund 402)	230,000.00	-	230,000.00
Grants	200,000.00	1,750,000.00	1,950,000.00
Subtotal:	1,380,000.00	2,200,000.00	3,580,000.00
Solid Waste			
Solid Waste Revenues	475,000.00	-	475,000.00
Subtotal:	475,000.00	-	475,000.00
Stormwater			
Capital Project Fund Balance Carryovers	299,247.00	-	299,247.00
Stormwater Revenues	445,000.00	-	445,000.00
Subtotal:	744,247.00	-	744,247.00
Marina			
Capital Project Fund Balance Carryovers	699,584.00	435,890.00	1,135,474.00
Marina Revenues	-	433,881.00	433,881.00
Unsecured Grant	-	18,400,000.00	18,400,000.00
Subtotal:	699,584.00	19,269,771.00	19,969,355.00
Total Revenue Sources:			
	32,782,270.00	29,774,042.00	62,556,312.00

- Identify how REET 1 and 2 revenues were used by the city or county during the prior two-year period:

REET 1 Uses			
Project Title	2023	2024	Total
Shoreline Restoration	15,000.00		15,000.00
Athletic Fields Renovation		163,100.00	163,100.00
City Hall Downstairs Remodel		270,000.00	270,000.00
Shoreline Midway-Regatta		15,000.00	15,000.00
Windjammer Park - Phase 2		363,004.00	363,004.00
City Hall Upstairs Remodel		50,000.00	50,000.00
Fire Station Carpeting	35,000.00		35,000.00
City Hall Upstairs Remodel	50,000.00		50,000.00
Parks Rec Open Space Plan		80,000.00	80,000.00
Law enforcement, fire protection, administrative facilities Maintenance, Operating, Service Support.	500,000.00		500,000.00
Parks Maintenance (up to this amount to be transferred prior to the end of the year)		250,000.00	250,000.00
Total REET 1 Uses:	600,000.00	1,191,104.00	1,791,104.00

REET 2 Uses			
Project Title	2023	2024	Total
Annual Street Improvements	450,000.00	500,000.00	950,000.00
Shoreline Midway-Regatta	15,000.00	15,000.00	30,000.00
Return of REET 2 funds transferred in prior years (funds not needed due to obtaining TIB grant funding)	(420,385.00)		(420,385.00)
Street Traffic Calming		15,000.00	15,000.00
Streets Maintenance, Operating, Service Support	200,000.00		200,000.00
Parks Maintenance, Operating, Service Support	450,000.00		450,000.00
Traffic Calming	15,000.00	85,000.00	100,000.00
City Playground Woodchips		93,000.00	93,000.00
Pickle Ball Courts		28,100.00	28,100.00
Streets Maintenance (up to this amount to be transferred prior to the end of the year)		250,000.00	250,000.00
Total REET 2 Uses:	709,615.00	986,100.00	1,695,715.00

3. Identify how REET 1 and 2 funds authorized for permitted expanded purposes will be used during the succeeding two-year period:

REET 1 Expanded Uses		
Project Title	2025	2026
Parks Maintenance	250,000.00	250,000.00
Total REET 1 Expanded Uses	250,000.00	250,000.00

REET 2 Expanded Uses		
Project Title	2025	2026
Street Maintenance	250,000.00	250,000.00
Total REET 2 Expanded Uses	250,000.00	250,000.00

4. Identify what percentage of funding for capital projects within the city or county is attributable to REET 1 and 2 compared to all other sources of capital project funding:

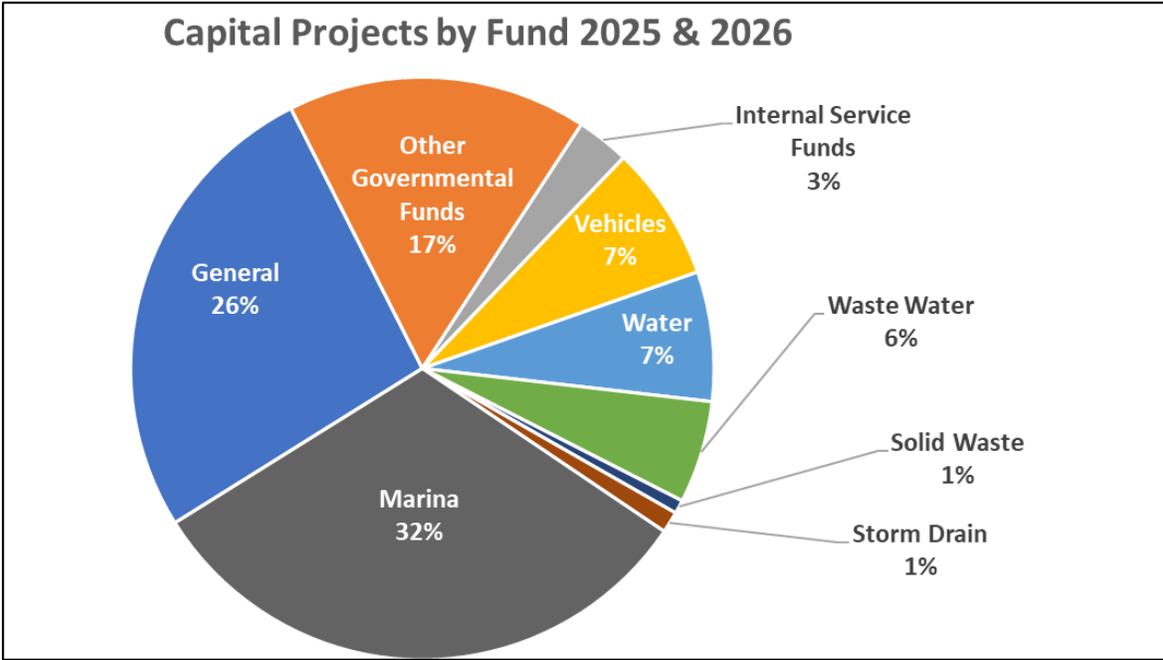
REET 1			
	2025	2026	Two Year Total
Total Capital Revenue	32,782,270.00	29,774,042.00	62,556,312.00
REET 1 Capital Projects	240,000.00	15,000.00	255,000.00
REET 1 use as a % of Total	1%	0%	0%

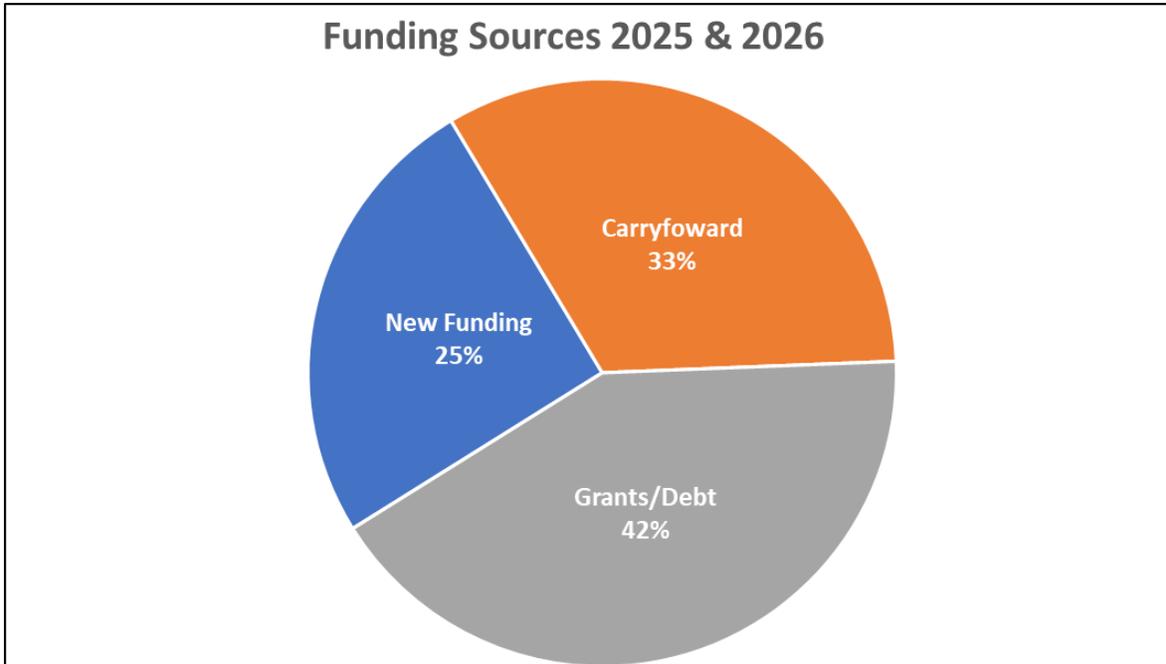
REET 2			
	2025	2026	Two Year Total
Total Capital Revenue	32,782,270.00	29,774,042.00	62,556,312.00
REET 2 Capital Projects	321,300.00	265,000.00	586,300.00
REET 2 use as a % of Total	1%	1%	2%

Long-term Capital Plan

Capital Improvement Plans in Washington State

In Washington State, the legislature connected planning for capital improvements to the Comprehensive Plan. The GMA requires that the Comprehensive Plan include a Capital Facilities Plan (CFP) element. The CFP identifies the existing infrastructure within the City to provide services as described in the Comprehensive Plan to the community. The required elements include utility services to meet health regulations and transportation systems. Cities can include additional capital facilities in their plans as needed to meet community expectations. Examples include public safety, general government, parks, recreation, and other facilities. The plan is to describe the needed facilities to accomplish level of service goals and the difference between the needed facilities and the current inventory. That forms the basis for analysis of the needed capital facilities within the community to conform to the Comprehensive Plan. To that end, staff has developed a comprehensive Capital Improvements Plan (CIP). The Long-Term Capital plan included in this document consists of items in the City’s 2025-2030 Capital Improvement Plan plus other items that do not meet the threshold of inclusion in the CIP.





Total portion of the Long-Term Capital Plan included as part of the biennial budget (2025 and 2026) is \$63.0 million. Total Long-Term Capital Plan for the planned six-year period totals \$129.8 million. The area with the largest amount of capital projects is the Marina due to the Marina Dredging & Mitigation and Marina Breakwater Replacement & Mitigation projects. The General Fund is the next largest while other governmental funds (Streets, TBD, and Windjammer Parks) is the third largest.

Detailed descriptions for each of the capital improvements are included in this section of the document.

Note: This budget includes estimated potential carryforward amounts from prior year City Council appropriations for on-going projects. As we receive invoices throughout the remainder of 2024, we may adjust the carryforward amounts. How project carryforward funds work: Project funds that have been budgeted will remain budgeted until the project has been completed or it is determined that the project will not occur. This authority permits unused project funds and project expenditure authority to automatically be carried-forward from previous budgets to the current Biennial Budget, between fiscal years contained within the Biennial Budget, and to future budgets adopted by the Oak Harbor City Council without the need for repetitive approval from the City Council to amend the budget.

2025-2030 SUMMARY

P A G E	Priority #	Fund or Department	NEW PROJECT FUND	BARS #	Project code	Project/Equipment Name	Total Requested Funds	Spent to Date (8/20/24)	PROJECT STATUS	FY 2025		FY 2026		FY 2027		FY 2028		FY 2029		FY 2030	
										Capital Imprv. Plan											
GOVERNMENTAL FUNDS																					
Fin																					
1	1 of 9	Police Department		001.50.521.50.4800	pd2501	OHPD Roof	\$ 550,000	\$ -	NEW 25	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	2 of 9	Police Department		001.50.594.21.6400	pd2502	OHPD Two (2) EV Patrol Cars	\$ 150,000	\$ -	NEW 25	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	3 of 9	Police Department		001.50.521.50.4800	pd2503	OHPD Locker Room and Restroom Remodel	\$ 75,000	\$ -	NEW 25	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	4 of 9	Police Department		001.50.521.70.3515	pd2304	OHPD SWAT Vests (different from bvp)	\$ 29,640	\$ 8,360		\$ 29,640	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	5 of 9	Police Department		001.50.521.70.3515	pd2303	OHPD Firearms, Tasers & Gear Replacements	\$ 164,814	\$ 35,186		\$ 164,814	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 25,000
6	6 of 9	Police Department		001.50.521.50.4800	pd26xx	OHPD Annex Carpeting-Conference & Training Room	\$ 50,000	\$ -	NEW 25	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	7 of 9	Police Department		001.50.521.50.4800	pd26xx	PD Prosecutor Annex Exterior Building Repairs	\$ 65,000	\$ -	NEW 25	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	8 of 9	Police Department		001.50.594.21.6400	pd28xx	OHPD Tactical Robot	\$ 80,000	\$ -	NEW 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -
9	9 of 9	Police Department		001.50.521.50.4800	pd28xx	OHPD Building Remodel	\$ 1,000,000	\$ -	NEW 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Department							\$ 27,600	\$ 192,207		\$ 27,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	1 of 3	Dev Services		001.38.558.60.4100	dev2302	Ecology Integrated Planning Grant for the Central Development Area	\$ 238,025	\$ 21,975		\$ 238,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	2 of 3	Dev Services		001.38.558.60.4100	dev2304	State Mandated 2025 Comp Plan Update	\$ 175,000	\$ -		\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	3 of 3	Dev Services		001.38.558.60.4100	dev2401	State Mandated Climate Sub Elements for Comp Plan	\$ 150,000	\$ -		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	1 of 1	Finance/Gen Gov	007	007.30.594.14.6400	fin2201	Citywide Enterprise Resource Planning System (ERP)	\$ 525,000	\$ -		\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	1 of 5	City Hall		001.45.594.18.6400	ch2301	City Hall Generator	\$ 100,000	\$ -		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	2 of 5	City Hall		001.45.518.30.4800	ch2302	City Hall Upstairs Remodel	\$ 102,575	\$ 17,425		\$ 102,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	3 of 5	City Hall		001.45.518.30.4800	ch2303	City Hall Downstairs Remodel	\$ 256,719	\$ 13,281		\$ 256,719	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	4 of 5	City Hall		001.45.518.30.4800	ch2501	City Hall Roof Restoration	\$ 250,000	\$ -	NEW 25	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	5 of 5	Gen Gov		001.45.518.30.4100	ch2502	City Hall and OHPD Station Facility Alternatives Study	\$ 160,000	\$ -	NEW 25	\$ 110,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Wide							\$ 111,273	\$ 617,120		\$ 111,273	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	1 of 2	Fire Department		001.55.522.50.4800	fir2501	Fire Station 81 -Flooring Replacement	\$ 65,000	\$ -	NEW 25	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	2 of 2	Fire Department	007	007.56.594.22.6***	fir2301	West Side Fire Station 82 (Swantown)	\$ 8,715,823	\$ 1,433,572		\$ 8,665,823	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	1 of 16	Parks	007	007.70.594.76.6300	gen2101	Pickleball Courts	\$ 1,377,392	\$ 708		\$ 77,392	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	2 of 16	Parks		001.70.576.80.4800	gen2301	Smith Park Improvements	\$ 51,090	\$ 9,858		\$ 51,090	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	3 of 16	Parks		001.70.576.80.4100	gen2403	Parks & Recreation Open Space Master Plan	\$ 80,000	\$ -		\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	4 of 16	Parks	007	007.70.594.76.6300	gen2401	Athletic Fields Renovation	\$ 663,100	\$ -		\$ 663,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	5 of 16	Parks		001.70.594.76.6400	gen2502	Harper TV 60 Turbo Vac	\$ 82,000	\$ -	NEW 25	\$ 82,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	6 of 16	Parks		001.70.594.76.6400	gen2503	Ventrac 4000 With Attachments	\$ 69,000	\$ -	NEW 25	\$ 69,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27	7 of 16	Parks		001.70.594.76.6400	gen2504	Tractor With Cab	\$ 58,000	\$ -	NEW 25	\$ 58,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	8 of 16	Parks		001.70.594.76.6400	gen2505	Security Cameras-Fort Nugent Park	\$ 61,300	\$ -	NEW 25	\$ 61,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	9 of 16	Parks		001.70.576.80.4100	gen2501	7th Avenue Wetlands Trail Feasibility Study	\$ 60,000	\$ -		\$ 10,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	10 of 16	Parks		001.70.594.76.6300	gen26xx	Catalina Park Improvements	\$ 450,000	\$ -	NEW 25	\$ -	\$ 150,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31	11 of 16	Parks		001.70.594.76.6400	gen27xx	Ridgehaven Park Renovation	\$ 900,000	\$ -		\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32	12 of 16	Parks		001.70.594.76.6300	gen27xx	Flintstone Park Pier	\$ 95,000	\$ -	NEW 25	\$ -	\$ -	\$ 22,000	\$ 73,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33	13 of 16	Parks		001.70.576.80.4100/594.76.6xxx	gen2402	Urban Forestry Management Plan	\$ 1,610,123	\$ 70,017		\$ 650,123	\$ 320,000	\$ 320,000	\$ -	\$ 320,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
34	14 of 16	Parks		001.70.594.76.6400	gen28xx	Summer Park Renovation	\$ 900,000	\$ -		\$ -	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
35	15 of 16	Parks		001.70.594.76.6400		Volunteer Park Skate Park Renovation	\$ 68,250	\$ -	on hold 24	\$ -	\$ -	\$ 68,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36	16 of 16	Parks	007	007.70.594.76.6300	gen1901	Park Plan Implementation	\$ 5,065,780	\$ 217,220	on hold 22	\$ 384,979	\$ -	\$ 4,680,801	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks Misc-CPP							\$ 65,451	\$ 9,549		\$ 65,451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
37	1 of 3	Park/Rec		001.71.594.75.6400	snr2202	The Center Generator	\$ 60,000	\$ -		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
38	2 of 3	Park/Rec		001.71.594.75.6300	snr2401	The Center Parking Lot Accessibility Improvements	\$ 450,000	\$ -		\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39	3 of 3	Park/Rec		001.71.575.50.4100	snr2502	Recreation Facility Feasibility Study	\$ 200,000	\$ -	NEW 25	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Senior Services							\$ 750	\$ 185,994		\$ 750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	1 of 7	Streets		101.00.544.40.4100	str2301	Safe Streets Study (80/20 match)	\$ 30,240	\$ -		\$ 30,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
41	2 of 7	Streets		101.00.542.64.4100	str2501	Transportation Comprehensive Plan	\$ 180,000	\$ -	NEW 25	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
42	3 of 7	Streets	102	102.00.595.61.6300	str2502	Whidbey Ave ADA Ramp Replacements	\$ 120,000	\$ -	NEW 25	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
43	4 of 7	Shared Project	102	102.00.595.31.6300	str1902	Shoreline Restoration of Rock Seawall	\$ 1,999,075	\$ 925		\$ 1,699,075	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44	5 of 7	Streets	102	102.00.595.64.6300	str2601	Serendipity Lane Mid-Block Crossing	\$ 72,000	\$ -	NEW 25	\$ -	\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
45	6 of 7	Streets	102	102.00.595.31.6300	str##02	Annual Street Improvements	\$ 4,398,852	\$ -		\$ 1,086,352	\$ 712,500	\$ 600,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -
46	7 of 7	Streets	102	102.00.595.30.6300	str2302	Safe Streets Implementation	\$ 5,462,611	\$ 52,389	NEW 23	\$ 162,611	\$ 500,000	\$ 4,500,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
47	1 of 6	Arterials	103	103.00.595.30.6300	art2201	NW Heller Street Overlay	\$ 483,000	\$ -		\$ -	\$ -	\$ 95,168	\$ 387,832	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
48	2 of 6	Arterials	103	103.00.595.30.6300	art27xx	Pioneer Way-SR20 to City Beach Street	\$ 3,055,000	\$ -		\$ -	\$ -	\$ 235,000	\$ 2,820,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
49	3 of 6	Arterials	103	103.00.595.30.6300	art28xx	Midway Blvd Improvements	\$ 1,778,000	\$ -		\$ -	\$ -	\$ -	\$ 98,000	\$ 1,680,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50	4 of 6	Arterials	103	103.00.595.30.6300	art28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 1,950,000	\$ -	NEW 25	\$ -	\$ -	\$ -	\$ 150,000	\$ 1,800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51	5 of 6	Arterials	103	103.00.595.30.6300	art29xx	West Whidbey Ave-Heller to Jib	\$ 1,625,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
52	6 of 6	Arterials	103	103.00.595.30.6300	art29xx	SR20-SW Eagle Vista Ave to SW 24th Ave	\$ 5,400,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,400,000
53	1 of 1	TBD	108	108.00.595.31.6300	tbd##01																

General Fund	Council Priority Projects	Proprietary	Project BFB	Grants/ Unsecured Funding	Specialty Funds	Funding Total	101 Streets	105 Transp Impact	106 Paths & Trails	107 TBD	127 Park Impact Fees	311 REET 1	312 REET 2	510 Shop/Fac	502 ERR	504 FACILITES	Total:	PAGE	
Funding Sources for Capital Cost							Detailed Breakdown												
\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1
\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2
\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3
\$ 20,000	\$ 3,586	\$ -	\$ 6,054	\$ -	\$ -	\$ 29,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4
\$ 150,000	\$ -	\$ -	\$ 14,814	\$ -	\$ -	\$ 164,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5
\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6
\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7
\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8
\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9
\$ -	\$ 27,600	\$ -	\$ -	\$ -	\$ -	\$ 27,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	\$ 38,025	\$ 200,000	\$ -	\$ 238,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10
\$ -	\$ -	\$ -	\$ 50,000	\$ 125,000	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	11
\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	12
\$ -	\$ 500,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 525,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	13
\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	14
\$ 20,000	\$ -	\$ -	\$ 82,575	\$ -	\$ -	\$ 102,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	15
\$ -	\$ -	\$ -	\$ 256,719	\$ -	\$ -	\$ 256,719	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	16
\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	17
\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	18
\$ -	\$ 111,273	\$ -	\$ -	\$ -	\$ -	\$ 111,273	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	19
\$ 250,000	\$ -	\$ -	\$ 8,345,823	\$ 120,000	\$ -	\$ 8,715,823	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	20
\$ -	\$ -	\$ -	\$ 77,392	\$ 1,300,000	\$ -	\$ 1,377,392	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	21
\$ -	\$ 1,090	\$ -	\$ -	\$ -	\$ 50,000	\$ 51,090	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	22
\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	23
\$ -	\$ -	\$ -	\$ 163,100	\$ 300,000	\$ 200,000	\$ 663,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	24
\$ 82,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	25
\$ 69,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	26
\$ 58,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	27
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,300	\$ 61,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,300	\$ -	\$ -	\$ -	\$ -	\$ -	28
\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 10,000	\$ 60,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	29
\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	30
\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 300,000	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	31
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	32
\$ -	\$ -	\$ -	\$ -	\$ 1,610,123	\$ -	\$ 1,610,123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	33
\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 300,000	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	34
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,250	\$ 68,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,125	\$ 34,125	\$ -	\$ -	\$ -	\$ -	\$ -	35
\$ -	\$ -	\$ -	\$ 384,979	\$ 3,795,801	\$ 885,000	\$ 5,065,780	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ -	36
\$ -	\$ 65,451	\$ -	\$ -	\$ -	\$ -	\$ 65,451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	37
\$ -	\$ -	\$ -	\$ -	\$ 450,000	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	38
\$ 4,773	\$ -	\$ -	\$ 1,227	\$ 194,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	39
\$ -	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	\$ 30,240	\$ -	\$ -	\$ 30,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	40
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	41
\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	42
\$ -	\$ -	\$ 450,000	\$ 1,399,075	\$ -	\$ 150,000	\$ 1,999,075	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	43
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,000	\$ 72,000	\$ -	\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	44
\$ -	\$ -	\$ -	\$ 1,251,052	\$ 348,200	\$ 2,799,600	\$ 4,398,852	\$ 1,799,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	45
\$ -	\$ -	\$ -	\$ 62,611	\$ 4,000,000	\$ 1,400,000	\$ 5,462,611	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	46
\$ -	\$ -	\$ -	\$ 71,813	\$ 298,000	\$ 113,187	\$ 483,000	\$ 113,187	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	47
\$ -	\$ -	\$ -	\$ -	\$ 2,642,575	\$ 412,425	\$ 3,055,000	\$ 412,425	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	48
\$ -	\$ -	\$ -	\$ 1,537,970	\$ 240,030	\$ 1,778,000	\$ 1,778,000	\$ 240,030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	49
\$ -	\$ -	\$ -	\$ -	\$ 1,950,000	\$ 1,950,000	\$ 1,950,000	\$ 1,950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	50
\$ -	\$ -	\$ -	\$ -	\$ 1,405,625	\$ 219,375	\$ 1,625,000	\$ 219,375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	51
\$ -	\$ -	\$ -	\$ -	\$ 4,671,000	\$ 729,000	\$ 5,400,000	\$ 729,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	52
\$ -	\$ -	\$ -	\$ 1,670,587	\$ -	\$ 4,500,000	\$ 6,170,587	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	53
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,845,000	\$ 1,845,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,845,000	\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,006,000	\$ 1,006,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,006,000	\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 685,000	\$ 685,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 685,000	\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,085,000	\$ 1,085,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,085,000	\$ -	\$ -	\$ -	-
\$ -	\$ -	\$ -	\$ 400,000	\$ 1,000,000	\$ -	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	54
\$ -	\$ -	\$ -	\$ 419,974	\$ 311,464	\$ 250,000	\$ 981,438	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	55
\$ 2,018,773	\$ 869,750	\$ 450,000	\$ 14,831,060	\$ 27,089,758	\$ 19,926,167	\$ 65,185,508	\$ 5,733,617	\$ 72,000	\$ 10,000	\$ 4,500,000	\$ -	\$ 1,364,125	\$ 3,575,425	\$ -	\$ 4,671,000	\$ -	\$ -	\$ 19,926,167	-
\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	56
\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	57
\$ -	\$ -	\$ -	\$ 405,000	\$ -	\$ -	\$ 405,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	58
\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	59
\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	60
\$ -	\$ -																		

2025-2030 SUMMARY

P A G E	Priority #	Fund or Department	NEW PROJECT FUND	BARS #	Project code	Project/Equipment Name	Total Requested Funds	Spent to Date (8/20/24)	PROJECT STATUS	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
										Capital Imprv. Plan					
															Fina
63	1 of 11	Water	431	431.00.594.34.6300	22afp	Ault Field Pump Station Electrical Rehabilitation	\$ 475,320	\$ 13,448		\$ 475,320	\$ -	\$ -	\$ -	\$ -	\$ -
64	2 of 11	Water	431	431.00.594.34.6300	wtr#02	Water System Telemetry Upgrades (SCADA)	\$ 855,116	\$ 94,884		\$ 855,116	\$ -	\$ -	\$ -	\$ -	\$ -
65	3 of 11	Water	431	431.00.594.34.6300	wtr2501	Lopez Drive Reconstruction	\$ 607,000	\$ -	NEW 25	\$ 607,000	\$ -	\$ -	\$ -	\$ -	\$ -
66	4 of 11	Water		401.00.534.00.4800	wtr2502	Westside Reservoir Exterior Coating	\$ 400,000	\$ -	NEW 25	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -
67	5 of 11	Water		401.00.534.00.4100	wtr2201	Water System Plans and Studies	\$ 483,841	\$ 16,159		\$ 283,841	\$ 200,000	\$ -	\$ -	\$ -	\$ -
68	6 of 11	Water	431	431.00.594.34.6300	wtr1905	Well 9 Replacement	\$ 413,464	\$ 10,536		\$ 70,000	\$ 343,464	\$ -	\$ -	\$ -	\$ -
69	7 of 11	Water	431	431.00.594.34.6300	wtr2102	SE 4th Avenue & SE Glencoe Street	\$ 1,291,971	\$ 25,829		\$ -	\$ 1,291,971	\$ -	\$ -	\$ -	\$ -
70	8 of 11	Water	431	431.00.594.34.6300	wtr2001	East Side Reservoir Demolition	\$ 200,000	\$ -		\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -
71	9 of 11	Water	431	431.00.594.34.6300	wtr2101	SR20-Campbell Lake Rd Water Main Replacement	\$ 616,893	\$ 33,107		\$ -	\$ -	\$ 25,000	\$ 591,893	\$ -	\$ -
72	10 of 11	Water	431	431.00.594.34.6300	wtr#01	Annual Steel/AC Water Main Replacements	\$ 2,000,000	\$ 643,405		\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
73	11 of 11	Water	431	431.00.594.34.6300	wtr28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 1,950,000	\$ -		\$ -	\$ -	\$ -	\$ 150,000	\$ 1,800,000	\$ -
		Water		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 1,910,000	\$ -		\$ 465,000	\$ 250,000	\$ 255,000	\$ 290,000	\$ 400,000	\$ 250,000
							\$ 11,203,605	\$ 837,368		\$ 3,156,277	\$ 2,085,435	\$ 980,000	\$ 1,531,893	\$ 2,700,000	\$ 750,000
74	1 of 6	Sewer		402.20.535.00.4800	swr2303	Sewer Lagoon -Decommissioning	\$ 550,000	\$ -		\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -
75	2 of 6	Sewer		402.20.535.00.4100	swr2501	Sewer Comprehensive Plan	\$ 180,000	\$ -	NEW 25	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -
76	3 of 6	Sewer	432	432.00.594.35.6300	swr2302	Inflow and Infiltration Correction Project	\$ 1,950,000	\$ -		\$ 200,000	\$ 1,750,000	\$ -	\$ -	\$ -	\$ -
77	4 of 6	Sewer	432	432.00.594.35.6300	swr28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 1,300,000	\$ -	NEW 25	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,200,000	\$ -
78	5 of 6	Sewer		422.60.594.35.6400	cwf2301	Clean Water Facility-Screens	\$ 500,000	\$ -		\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -
79	6 of 6	Sewer		422.60.594.35.6300	cwf2401	Clean Water Facility-Major O&M	\$ 400,000	\$ -		\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
		Sewer		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 620,000	\$ 67,817		\$ 460,000	\$ 40,000	\$ 120,000	\$ -	\$ -	\$ -
						<i>Sewer Total:</i>	\$ 5,500,000	\$ 67,817		\$ 1,840,000	\$ 2,240,000	\$ 120,000	\$ 100,000	\$ 1,200,000	\$ -
80	1 of 1	Solid Waste		403.30.594.37.6400	sol2501	Peterbilt/Labrie Side Arm Loader	\$ 475,000	\$ -	NEW 25	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ -
		Solid Waste		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 2,875,000	\$ 207,081		\$ 25,000	\$ -	\$ 1,350,000	\$ -	\$ 1,150,000	\$ 350,000
						<i>Solid Waste Total:</i>	\$ 3,350,000	\$ 207,081		\$ 500,000	\$ -	\$ 1,350,000	\$ -	\$ 1,150,000	\$ 350,000
81	1 of 3	Storm Drain	434	434.00.594.31.6300	stm1901	East Stormwater Outfall Replacement	\$ 654,247	\$ 75,753		\$ 654,247	\$ -	\$ -	\$ -	\$ -	\$ -
82	2 of 3	Storm Drain		404.00.531.00.4100	stm2501	Stormwater Comprehensive Plan Update	\$ 90,000	\$ -	NEW 25	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -
83	3 of 3	Storm Drain	434	434.00.594.31.6300	stm28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 975,000	\$ -	NEW 25	\$ -	\$ -	\$ -	\$ 75,000	\$ 900,000	\$ -
		Storm Drain		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 660,000	\$ 79,472		\$ 110,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 400,000
						<i>Storm Drain Total:</i>	\$ 2,379,247	\$ 155,225		\$ 854,247	\$ 150,000	\$ -	\$ 75,000	\$ 900,000	\$ 400,000
84	1 of 7	Marina	440	440.00.594.75.6300	mar2301	Marina Dock Improvements	\$ 250,000	\$ -		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
85	2 of 7	Marina	440	440.00.594.75.6300	mar2302	F Dock Storm Damage Repair-Phase 3	\$ 469,771	\$ 7,229		\$ -	\$ 469,771	\$ -	\$ -	\$ -	\$ -
86	3 of 7	Marina	440	440.00.594.75.6300	mar2202	Marina Dredging & Mitigation Project	\$ 11,749,584	\$ 290,216		\$ 449,584	\$ 11,300,000	\$ -	\$ -	\$ -	\$ -
87	4 of 7	Marina	440	440.00.594.75.6300	mar26xx	Marina Breakwater Replacement & Mitigation Project	\$ 7,500,000	\$ -		\$ -	\$ 7,500,000	\$ -	\$ -	\$ -	\$ -
88	5 of 7	Marina	440	440.00.594.75.6300	mar27xx	Channel Dredging	\$ 5,300,000	\$ -	NEW 25	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 5,000,000
89	6 of 7	Marina	440	440.00.594.75.6300	mar28xx	Marina Renovations & Mitigation Project	\$ 13,200,000	\$ -	NEW 25	\$ -	\$ -	\$ -	\$ 13,200,000	\$ -	\$ -
90	7 of 7	Marina	440	440.00.594.75.6xxx	mar28xx	Replace Southern Log Boom	\$ 395,000	\$ -	NEW 25	\$ -	\$ -	\$ -	\$ 395,000	\$ -	\$ -
		Marina		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 50,000	\$ -		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
						<i>Marina Total:</i>	\$ 38,914,355	\$ 297,445		\$ 749,584	\$ 19,269,771	\$ 300,000	\$ 13,595,000	\$ -	\$ 5,000,000
						<i>Proprietary Funds Total:</i>	\$ 61,347,207	\$ 1,564,937		\$ 7,100,108	\$ 23,745,206	\$ 2,750,000	\$ 15,301,893	\$ 5,950,000	\$ 6,500,000
						<i>Governmental Funds Total:</i>	\$ 68,407,713	\$ 3,973,095		\$ 25,082,162	\$ 7,049,500	\$ 13,221,219	\$ 9,373,832	\$ 6,701,000	\$ 6,980,000
						<i>Proprietary Funds Total:</i>	\$ 61,347,207	\$ 1,564,937		\$ 7,100,108	\$ 23,745,206	\$ 2,750,000	\$ 15,301,893	\$ 5,950,000	\$ 6,500,000
						<i>City Wide Grand Total:</i>	\$ 129,754,920	\$ 5,538,031		\$ 32,182,270	\$ 30,794,706	\$ 15,971,219	\$ 24,675,725	\$ 12,651,000	\$ 13,480,000

General Fund	Council Priority Projects	Proprietary	Project BFB	Grants/ Unsecured Funding	Specialty Funds	Funding Total	101 Streets	105 Transp Impact	106 Paths & Trails	107 TBD	127 Park Impact Fees	311 REET 1	312 REET 2	510 Shop/Fac	502 ERR	504 FACILITES	Total:	PAGE
cing Sources for Capital Cost																		
\$ -	\$ -	\$ -	\$ 475,320	\$ -	\$ -	\$ 475,320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	63
\$ -	\$ -	\$ 550,000	\$ 305,116	\$ -	\$ -	\$ 855,116	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	64
\$ -	\$ -	\$ 311,395	\$ 295,605	\$ -	\$ -	\$ 607,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	65
\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	66
\$ -	\$ -	\$ 17,000	\$ 466,841	\$ -	\$ -	\$ 483,841	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	67
\$ -	\$ -	\$ 122,800	\$ 290,664	\$ -	\$ -	\$ 413,464	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	68
\$ -	\$ -	\$ 500,000	\$ 791,971	\$ -	\$ -	\$ 1,291,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	69
\$ -	\$ -	\$ 90,000	\$ 110,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	70
\$ -	\$ -	\$ -	\$ 291,893	\$ 325,000	\$ -	\$ 616,893	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	71
\$ -	\$ -	\$ 250,000	\$ 1,750,000	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	72
\$ -	\$ -	\$ 1,950,000	\$ -	\$ -	\$ -	\$ 1,950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	73
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,910,000	\$ 1,910,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,910,000	\$ -	\$ 1,910,000	-
\$ -	\$ -	\$ 4,191,195	\$ 4,777,410	\$ 325,000	\$ 1,910,000	\$ 11,203,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,910,000	\$ -	\$ 1,910,000	-
\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	74
\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	75
\$ -	\$ -	\$ -	\$ -	\$ 1,950,000	\$ -	\$ 1,950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	76
\$ -	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	77
\$ -	\$ -	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	78
\$ -	\$ -	\$ 250,000	\$ 150,000	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	79
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620,000	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620,000	\$ -	\$ 620,000	-
\$ -	\$ 550,000	\$ 1,930,000	\$ 450,000	\$ 1,950,000	\$ 620,000	\$ 5,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620,000	\$ -	\$ 620,000	-
\$ -	\$ -	\$ 475,000	\$ -	\$ -	\$ -	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	80
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,875,000	\$ 2,875,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,875,000	\$ -	\$ 2,875,000	-
\$ -	\$ -	\$ 475,000	\$ -	\$ -	\$ 2,875,000	\$ 3,350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,875,000	\$ -	\$ 2,875,000	-
\$ -	\$ -	\$ 355,000	\$ 299,247	\$ -	\$ -	\$ 654,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	81
\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	82
\$ -	\$ -	\$ 975,000	\$ -	\$ -	\$ -	\$ 975,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	83
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,000	\$ 660,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,000	\$ -	\$ 660,000	-
\$ -	\$ -	\$ 1,420,000	\$ 299,247	\$ -	\$ 660,000	\$ 2,379,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,000	\$ -	\$ 660,000	-
\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	84
\$ -	\$ -	\$ 33,881	\$ 435,890	\$ -	\$ -	\$ 469,771	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	85
\$ -	\$ -	\$ 400,000	\$ 449,584	\$ 10,900,000	\$ -	\$ 11,749,584	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	86
\$ -	\$ -	\$ -	\$ -	\$ 7,500,000	\$ -	\$ 7,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	87
\$ -	\$ -	\$ -	\$ -	\$ 5,300,000	\$ -	\$ 5,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	88
\$ -	\$ -	\$ -	\$ -	\$ 13,200,000	\$ -	\$ 13,200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	89
\$ -	\$ -	\$ -	\$ -	\$ 395,000	\$ -	\$ 395,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	90
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	-
\$ -	\$ -	\$ 433,881	\$ 1,135,474	\$ 37,295,000	\$ 50,000	\$ 38,914,355	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	-
\$ -	\$ 550,000	\$ 8,450,076	\$ 6,662,131	\$ 39,570,000	\$ 6,115,000	\$ 61,347,207	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,115,000	\$ -	\$ 6,115,000	-
\$ 2,018,773	\$ 901,955	\$ 450,000	\$ 15,296,060	\$ 27,089,758	\$ 22,651,167	\$ 68,407,713	\$ 5,733,617	\$ 72,000	\$ 10,000	\$ 4,500,000	\$ -	\$ 1,364,125	\$ 3,575,425	\$ 850,000	\$ 6,046,000	\$ 500,000	\$ 22,651,167	-
\$ -	\$ 550,000	\$ 8,450,076	\$ 6,662,131	\$ 39,570,000	\$ 6,115,000	\$ 61,347,207	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,115,000	\$ -	\$ 6,115,000	-
\$ 2,018,773	\$ 1,451,955	\$ 8,900,076	\$ 21,958,191	\$ 66,659,758	\$ 28,766,167	\$ 129,754,920	\$ 5,733,617	\$ 72,000	\$ 10,000	\$ 4,500,000	\$ -	\$ 1,364,125	\$ 3,575,425	\$ 850,000	\$ 12,161,000	\$ 500,000	\$ 28,766,167	-

City of Oak Harbor
6 Year Project/Equipment Plan 2025-2030
Biennial Budget (2025-2026)

2028

P A G E	Priority #	Fund or Department	NEW PROJECT FUND	BARS #	Project code	Project/Equipment Name	Total Requested Funds	Spent to Date (8/20/24)	PROJECT STATUS	FY 2028 Capital Imprv. Plan	General Fund	Council Priority Projects	Proprietary	Project BFB	Grants/ Unsecured Funding	Specialty Funds	Total	101 Streets	105 Transp Impact	106 Paths & Trails	107 TBD	127 Park Impact Fees	129 Sr Services	311 REET 1	312 REET 2	510 Shop/Fac	502 ERR	504 FACILITY	505 TECH	Total:						
GOVERNMENTAL FUNDS																	Financing Sources for Capital Cost										Detailed Breakdown									
5	5 of 9	Police Department		001.50.521.70.3515	pd2303	OHPD Firearms, Tasers & Gear Replacements	\$ 25,000	\$ 35,186		\$ 25,000	\$ 25,000						\$ 25,000															\$ -				
8	8 of 9	Police Department		001.50.594.21.6400	pd28xx	OHPD Tactical Robot	\$ 80,000	\$ -	NEW 25	\$ 80,000				\$ 80,000			\$ 80,000															\$ -				
9	9 of 9	Police Department		001.50.521.50.4800	pd28xx	OHPD Building Remodel	\$ 1,000,000	\$ -		\$ 1,000,000				\$ 1,000,000			\$ 1,000,000															\$ -				
32	12 of 16	Parks		001.70.594.76.6300	gen27xx	Flintstone Park Pier	\$ 73,000	\$ -	NEW 25	\$ 73,000				\$ 73,000			\$ 73,000								\$ 73,000						\$ 73,000					
33	13 of 16	Parks		001.70.576.80.4100/594.76.6xxx	gen2402	Urban Forestry Management Plan	\$ 320,000	\$ 70,017		\$ 320,000				\$ 320,000			\$ 320,000															\$ -				
34	14 of 16	Parks		001.70.594.76.6400	gen28xx	Summer Park Renovation	\$ 900,000	\$ -		\$ 900,000				\$ 900,000			\$ 900,000							\$ 150,000	\$ 150,000						\$ 300,000					
45	6 of 7	Streets	102	102.00.595.31.6300	str#02	Annual Street Improvements	\$ 650,000	\$ -		\$ 650,000				\$ 650,000			\$ 650,000	\$ 400,000													\$ 650,000					
46	7 of 7	Streets	102	102.00.595.30.6300	str2302	Safe Streets Implementation	\$ 100,000	\$ 52,389	NEW 23	\$ 100,000				\$ 100,000			\$ 100,000								\$ 250,000	\$ 100,000					\$ 100,000					
47	1 of 6	Arterials	103	103.00.595.30.6300	art2201	NW Heller Street Overlay	\$ 387,832	\$ -		\$ 387,832				\$ 387,832			\$ 387,832	\$ 113,187													\$ 113,187					
48	2 of 6	Arterials	103	103.00.595.30.6300	art27xx	Pioneer Way-SR20 to City Beach Street	\$ 2,820,000	\$ -		\$ 2,820,000				\$ 2,439,300	\$ 274,645		\$ 2,820,000	\$ 380,700													\$ 380,700					
49	3 of 6	Arterials	103	103.00.595.30.6300	art28xx	Midway Blvd Improvements	\$ 98,000	\$ -		\$ 98,000				\$ 84,770	\$ 13,230		\$ 98,000	\$ 13,230													\$ 13,230					
50	4 of 6	Arterials	103	103.00.595.30.6300	art28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 150,000	\$ -	NEW 25	\$ 150,000				\$ 150,000			\$ 150,000	\$ 150,000													\$ 150,000					
53	1 of 1	TBD	108	108.00.595.31.6300	td#001	Transportation Benefit District (TBD) Overlays	\$ 900,000	\$ -		\$ 900,000				\$ 900,000			\$ 900,000			\$ 900,000											\$ 900,000					
		Fire		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 1,600,000	\$ 122,837		\$ 1,600,000				\$ 1,600,000			\$ 1,600,000														\$ 1,600,000					
		General Govt		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 50,000	\$ -		\$ 50,000				\$ 50,000			\$ 50,000														\$ 50,000					
		Streets		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 20,000	\$ -		\$ 20,000				\$ 20,000			\$ 20,000														\$ 20,000					
		Police		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 165,000	\$ 167,254		\$ 165,000				\$ 165,000			\$ 165,000														\$ 165,000					
						Governmental Total:	\$ 9,338,832	\$ 3,812,075		\$ 9,338,832	\$ 25,000	\$ -	\$ -	\$ -	\$ 4,798,715	\$ 4,515,117	\$ 9,338,832	\$ 1,057,117	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ 150,000	\$ 573,000	\$ -	\$ 1,835,000	\$ -	\$ -	\$ -	\$ 4,515,117					
		Motor Pool		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 35,000	\$ 112,394		\$ 35,000				\$ 35,000			\$ 35,000													\$ 35,000						
						Shop/Facility Total:	\$ 35,000	\$ 161,020		\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000						
						Governmental Funds Total:	\$ 9,373,832	\$ 3,973,095		\$ 9,373,832	\$ 25,000	\$ -	\$ -	\$ -	\$ 4,798,715	\$ 4,550,117	\$ 9,373,832	\$ 1,057,117	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ 150,000	\$ 573,000	\$ -	\$ 1,870,000	\$ -	\$ -	\$ -	\$ 4,550,117					
GOVERNMENTAL FUNDS																	Financing Sources for Capital Cost										Detailed Breakdown									
71	9 of 11	Water	431	431.00.594.34.6300	wtr2101	SR20-Campbell Lake Rd Water Main Replacement	\$ -	\$ 33,107		\$ 591,893				\$ -			\$ -														\$ -					
72	10 of 11	Water	431	431.00.594.34.6300	wtr#001	Annual Steel/AC Water Main Replacements	\$ -	\$ 643,405		\$ 500,000				\$ -			\$ -														\$ -					
73	11 of 11	Water	431	431.00.594.34.6300	wtr28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 150,000	\$ -		\$ 150,000			\$ 150,000				\$ 150,000														\$ -					
		Water		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 290,000	\$ -		\$ 290,000				\$ 290,000			\$ 290,000														\$ 290,000					
						Governmental Total:	\$ 440,000	\$ 837,368		\$ 1,531,893	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 290,000	\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ 290,000					
77	4 of 6	Sewer	432	432.00.594.35.6300	swr28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 100,000	\$ -	NEW 25	\$ 100,000				\$ 100,000			\$ 100,000														\$ -					
						Sewer Total:	\$ 100,000	\$ 67,817		\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
83	3 of 3	Storm Drain	434	434.00.594.31.6300	stm28xx	SR20-Swantown Ave Vicinity Roundabouts	\$ 75,000	\$ -	NEW 25	\$ 75,000				\$ 75,000			\$ 75,000														\$ -					
						Storm Drain Total:	\$ 75,000	\$ 155,225		\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
89	6 of 7	Marina	440	440.00.594.75.6300	mar28xx	Marina Renovations & Mitigation Project	\$ 13,200,000	\$ -	NEW 25	\$ 13,200,000				\$ 13,200,000			\$ 13,200,000														\$ -					
90	7 of 7	Marina	440	440.00.594.75.6xxx	mar28xx	Replace Southern Log Boom	\$ 395,000	\$ -	NEW 25	\$ 395,000				\$ 395,000			\$ 395,000														\$ -					
						Marina Total:	\$ 13,595,000	\$ 297,445		\$ 13,595,000	\$ -	\$ -	\$ -	\$ -	\$ 13,595,000	\$ -	\$ -	\$ 13,595,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
						Proprietary Funds Total:	\$ 14,210,000	\$ 1,564,937		\$ 15,301,893	\$ -	\$ -	\$ 325,000	\$ -	\$ 13,595,000	\$ 290,000	\$ 14,210,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ 290,000					
						Governmental Funds Total:	\$ 9,373,832	\$ 3,973,095		\$ 9,373,832	\$ 25,000	\$ -	\$ -	\$ -	\$ 4,798,715	\$ 4,550,117	\$ 9,373,832	\$ 1,057,117	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ 150,000	\$ 573,000	\$ -	\$ 1,870,000	\$ -	\$ -	\$ -	\$ 4,550,117					
						Proprietary Funds Total:	\$ 14,210,000	\$ 1,564,937		\$ 15,301,893	\$ -	\$ -	\$ 325,000	\$ -	\$ 13,595,000	\$ 290,000	\$ 14,210,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ 290,000					
						City Wide Grand Total:	\$ 23,583,832	\$ 5,538,031		\$ 24,675,725	\$ 25,000	\$ -	\$ 325,000	\$ -	\$ 18,393,715	\$ 4,840,117	\$ 23,583,832	\$ 1,057,117	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ 150,000	\$ 573,000	\$ -	\$ 2,160,000	\$ -	\$ -	\$ -	\$ 4,840,117					

City of Oak Harbor
6 Year Project/Equipment Plan 2025-2030
Biennial Budget (2025-2026)

2030

P A G E	Priority #	Fund or Department	NEW PROJECT FUND	BARS #	Project code	Project/Equipment Name	Total Requested Funds	Spent to Date (8/20/24)	PROJECT STATUS	FY 2029 Capital Imprv. Plan	General Fund	Council Priority Projects	Proprietary	Project BFB	Grants/ Unsecured Funding	Specialty Funds	Total	101 Streets	105 Transp Impact	106 Paths & Trails	107 TBD	127 Park Impact Fees	129 Sr Services	311 REET 1	312 REET 2	510 Shop/Fac	502 ERR	504 FACILITY	505 TECH	Total:		
GOVERNMENTAL FUNDS											Financing Sources for Capital Cost											Detailed Breakdown										
5	5 of 9	Police Department		001.50.521.70.3515	pd2303	OHPD Firearms, Tasers & Gear Replacements	\$ 25,000	\$ 35,186		\$ 25,000	\$ 25,000						\$ 25,000															
45	6 of 7	Streets	102	102.00.595.31.6300	str#02	Annual Street Improvements	\$ 700,000	\$ -		\$ 700,000						\$ 700,000	\$ 700,000	\$ 400,000							\$ 300,000							\$ 700,000
46	7 of 7	Streets	102	102.00.595.30.6300	str2302	Safe Streets Implementation	\$ 100,000	\$ 52,389	NEW 23	\$ 100,000						\$ 100,000	\$ 100,000							\$ 100,000							\$ 100,000	
51	5 of 6	Arterials	103	103.00.595.30.6300	art29xx	West Whidbey Ave-Heller to Jib	\$ 1,500,000	\$ -		\$ 1,500,000				\$ 1,297,500	\$ 202,500	\$ 1,500,000	\$ 202,500	\$ 202,500													\$ 202,500	
52	6 of 6	Arterials	103	103.00.595.30.6300	art29xx	SR20-SW Eagle Vista Ave to SW 24th Ave	\$ 4,400,000	\$ -		\$ 4,400,000				\$ 3,806,000	\$ 594,000	\$ 4,400,000	\$ 594,000	\$ 594,000													\$ 594,000	
53	1 of 1	TBD	108	108.00.595.31.6300	tbd#01	Transportation Benefit District (TBD) Overlays	\$ -	\$ -		\$ -						\$ -	\$ -														\$ -	
		Fire		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 20,000	\$ 122,837		\$ 20,000						\$ 20,000	\$ 20,000									\$ 20,000				\$ 20,000		
		Streets		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 50,000	\$ -		\$ 50,000						\$ 50,000	\$ 50,000									\$ 50,000				\$ 50,000		
		Parks		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 50,000	\$ -		\$ 50,000						\$ 50,000	\$ 50,000									\$ 50,000				\$ 50,000		
		Police		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 135,000	\$ 167,254		\$ 135,000						\$ 135,000	\$ 135,000									\$ 135,000				\$ 135,000		
						Governmental Funds Total:	\$ 6,980,000	\$ 3,812,075		\$ 6,980,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 5,103,500	\$ 1,851,500	\$ 6,980,000	\$ 1,196,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 255,000	\$ -	\$ -	\$ 1,851,500	
						Governmental Funds Total:	\$ 6,980,000	\$ 3,973,095		\$ 6,980,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 5,103,500	\$ 1,851,500	\$ 6,980,000	\$ 1,196,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 255,000	\$ -	\$ -	\$ 1,851,500	
											Financing Sources for Capital Cost											Detailed Breakdown										
72	10 of 11	Water	431	431.00.594.34.6300	wtr#01	Annual Steel/AC Water Main Replacements	\$ 250,000	\$ 643,405		\$ 500,000				\$ 250,000		\$ 250,000	\$ 250,000									\$ 250,000				\$ 250,000		
		Water		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 250,000	\$ -		\$ 250,000						\$ 250,000	\$ 250,000									\$ 250,000				\$ 250,000		
							\$ 500,000	\$ 837,368		\$ 750,000						\$ 500,000	\$ 500,000									\$ 250,000				\$ 250,000		
		Solid Waste		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 350,000	\$ 207,081		\$ 350,000						\$ 350,000	\$ 350,000									\$ 350,000				\$ 350,000		
						Solid Waste Total:	\$ 350,000	\$ 207,081		\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000		
		Storm Drain		502.10.594.18.6400		502 Vehicle/Equipment Replacements	\$ 400,000	\$ 79,472		\$ 400,000						\$ 400,000	\$ 400,000									\$ 400,000				\$ 400,000		
						Storm Drain Total:	\$ 400,000	\$ 155,225		\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ 400,000		
88	5 of 7	Marina	440	440.00.594.75.6300	mar27xx	Channel Dredging	\$ 5,000,000	\$ -	NEW 25	\$ 5,000,000				\$ 5,000,000		\$ 5,000,000	\$ 5,000,000													\$ -		
						Marina Total:	\$ 5,000,000	\$ 297,445		\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ -	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
						Proprietary Funds Total:	\$ 6,250,000	\$ 1,564,937		\$ 6,500,000	\$ -	\$ -	\$ 250,000	\$ -	\$ 5,000,000	\$ 1,000,000	\$ 6,250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000		
						Governmental Funds Total:	\$ 6,980,000	\$ 3,973,095		\$ 6,980,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 5,103,500	\$ 1,851,500	\$ 6,980,000	\$ 1,196,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 255,000	\$ -	\$ -	\$ 1,851,500	
						Proprietary Funds Total:	\$ 6,250,000	\$ 1,564,937		\$ 6,500,000	\$ -	\$ -	\$ 250,000	\$ -	\$ 5,000,000	\$ 1,000,000	\$ 6,250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000		
						City Wide Grand Total:	\$ 13,230,000	\$ 5,538,031		\$ 13,480,000	\$ 25,000	\$ -	\$ 250,000	\$ -	\$ 10,103,500	\$ 2,851,500	\$ 13,230,000	\$ 1,196,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 1,255,000	\$ -	\$ -	\$ 2,851,500	

**City of Oak Harbor
502 Vehicle/Equipment Replacements Summary
FY 2025-2030**

DEPARTMENT/FUND:	2025	2026	2027	2028	2029	2030	6 YR TOTAL:
GENERAL GOVT				50,000			50,000
FIRE	75,000	150,000		1,600,000	0	20,000	1,845,000
PARKS	375,000	15,000	170,000		75,000	50,000	685,000
POLICE	660,000			165,000	125,000	135,000	1,085,000
STREETS	600,000		150,000	20,000	186,000	50,000	1,006,000
PUBLIC WORKS	1,180,000	120,000	5,000	35,000	35,000		1,375,000
TOTAL GOVERNMENTAL:	2,890,000	285,000	325,000	1,870,000	421,000	255,000	6,046,000
WATER	465,000	250,000	255,000	290,000	400,000	250,000	1,910,000
WASTEWATER	460,000	40,000	120,000				620,000
SOLID WASTE	25,000		1,350,000		1,150,000	350,000	2,875,000
STORM	110,000	150,000				400,000	660,000
MARINA	50,000						50,000
TOTAL PROPRIETARY:	1,110,000	440,000	1,725,000	290,000	1,550,000	1,000,000	6,115,000
GRAND TOTAL:	4,000,000	725,000	2,050,000	2,160,000	1,971,000	1,255,000	12,161,000

City of Oak Harbor
502 Vehicle/Equipment Replacements Detail
FY 2025-2030

Replacement Year	Fund	Asset #	Description	2025	2026	2027	2028	2029	2030
2005	STREETS	#E-18	85 Ziem Tilt/Roller Flatbed Trailer	\$ 50,000					
2007	PUBLIC WORKS	#E-34	87 Simpson Sprayer (Portable)	\$ 10,000					
2009	PUBLIC WORKS	#E-9	89 Trailing TKT40 Trailer	\$ 60,000					
2010	MARINA	#M-01	1995 Chevy S-10 Pickup (4x4)	\$ 50,000					
2012	FIRE	#G-10	92 Onan Generator	\$ 75,000					
2012	PUBLIC WORKS	#E-1	92 Air Compressor Ingersoll-Rand	\$ 20,000					
2014	PUBLIC WORKS	#13	99 Ford Tractor Loader	\$ 150,000					
2014	WATER	#15	99 International Svc Truck	\$ 100,000					
2015	WASTEWATER	#E-17	95 Godwin Pump	\$ 50,000					
2016	POLICE	#G-09	96 Onan Generator	\$ 90,000					
2017	FIRE	#F-11	97 Seagraves Engines (Engine 813) levy?	\$ -					
2017	FIRE	#F-12	97 Seagraves Engines (Engine 814)	\$ -					
2017	STREETS	#32	98 Ingersoll-Rand Roller (Big)	\$ 35,000					
2018	PUBLIC WORKS	#38	03 Chevy Silverado Service Truck	\$ 40,000					
2018	PUBLIC WORKS	#E-32	98 Ideal Trailer (Big Black)	\$ 15,000					
2018	STORM	#42	03 Chevrolet Pickup	\$ 35,000					
2018	STREETS	#78	03 Chevy Silverado Pick up	\$ 40,000					
2019	PUBLIC WORKS	#11	04 Chevy Colorado PU	\$ 35,000					
2019	PUBLIC WORKS	#37	04 Ford F350 Pick up	\$ 35,000					
2019	PUBLIC WORKS	#85	99 CAT Fork Lift	\$ 35,000					
2019	STREETS	#40	04 F450 Pick up plus flatbed	\$ 50,000					
2019	STREETS	#E-2	99 Echo Pavement Cutter w/Trailer	\$ 20,000					
2019	WASTEWATER	#36	04 Chevrolet Silverado 25	\$ 35,000					
2020	PUBLIC WORKS	#27	00 Freightliner 5 Yd Swaploader Dump Truck	\$ 200,000					
2020	PUBLIC WORKS	#33	05 Ford Ranger 4x4	\$ 45,000					
2020	PUBLIC WORKS	#55	00 Caterpillar Loader	\$ 200,000					
2020	STREETS	#E-10B	00 Interstate Trailer (Paint)	\$ 10,000					
2020	WASTEWATER	#43	05 Ford Ranger 4x2	\$ 35,000					
2021	SOLID WASTE	#E-3	01 K-PAK Refuse Container (#27)	\$ 25,000					
2021	STORM	#20	06 Ford 450 1 ton	\$ 75,000					
2021	STREETS	#67	06 Silverado Pick Up	\$ 40,000					
2021	WASTEWATER	#21	06 Chevrolet Camera Van	\$ 225,000					
2021	WASTEWATER	#66	06 Ford Escape Hybrid	\$ 35,000					
2022	POLICE	#P-13	15 Ford SUV	\$ 75,000					
2022	POLICE	#P-14	15 Ford SUV	\$ 75,000					
2022	WATER	#17	07 Ford Ranger	\$ 35,000					
2023	PARKS	#41	04 Chevrolet Colorado Pick-up	\$ 50,000					
2023	PARKS	#9	04 Chevrolet Silverado Pick Up w/dumper dog	\$ 50,000					
2023	POLICE	#P-02	16 Ford SUV	\$ 75,000					
2023	POLICE	#P-03	16 Ford SUV	\$ 75,000					
2023	POLICE	#P-17	16 Ford SUV	\$ 75,000					
2023	POLICE	#P-18	16 Ford SUV	\$ 75,000					
2023	POLICE	#P-19	16 Ford SUV	\$ 75,000					
2023	PUBLIC WORKS	#E-15	03 Rocking Chair Trailer	\$ 10,000					

City of Oak Harbor
502 Vehicle/Equipment Replacements Detail
FY 2025-2030

Replacement Year	Fund	Asset #	Description	2025	2026	2027	2028	2029	2030
2023	STREETS	#E-10	03 Linelazer (Walk Behind)	\$ 10,000					
2024	PUBLIC WORKS	#25	04 CAT Backhoe	\$ 175,000					
2024	PUBLIC WORKS	#G-01	04 Onan Generator	\$ 150,000					
2024	STREETS	#29	04 Int'l Bucket Truck	\$ 160,000					
2024	STREETS	#6	04 John Deere Tractor	\$ 100,000					
2024	WASTEWATER	#G-11	04 Onan Generator (trl)	\$ 40,000					
2024	WATER	#G-02	04 Onan Generator	\$ 40,000					
2024	WATER	#G-03	04 Onan Generator	\$ 40,000					
2025	PARKS	#30	07 Ford F450 Dump	\$ 65,000					
2025	PARKS	#56	05 Ford Ranger Pick Up	\$ 50,000					
2025	PARKS	#69	07 John Deere Tractor w/new auger	\$ 100,000					
2025	PARKS	#E-20	05 Tycrop Topdresser	\$ 60,000					
2025	POLICE	#P-21	05 Chevrolet Grand Caravan	\$ 45,000					
2025	STREETS	#E-24	05 EZLiner Painter (Skid)	\$ 75,000					
2025	STREETS	#E-48	05 Radar Trailer	\$ 10,000					
2025	WASTEWATER	#G-06	Old Goldie Road Generator	\$ 40,000					
2025	WATER		Water Meters	\$ 250,000					
2026	FIRE	#F-06	11 Ford Rescue Rig		\$ 150,000				
2026	PARKS	#47	18 Toro Mower		\$ 15,000				
2026	PUBLIC WORKS	#00	96 CMH Bridgecrane 20,000 Lb		\$ 75,000				
2026	PUBLIC WORKS	#2	06 Ford Hybrid Escape		\$ 45,000				
2026	STORM	#58	06 New Holland Mower		\$ 150,000				
2026	WASTEWATER	#G-14	06' Onan Generator		\$ 40,000				
2026	WATER		Water Meters		\$ 250,000				
2027	PARKS	#35	14 Toro Mower			\$ 150,000			
2027	PARKS	#E-37	07 Premier Trailer			\$ 10,000			
2027	PARKS	#E-7	04 L&L Trailer			\$ 10,000			
2027	PUBLIC WORKS	#E-52	07 Light Unit			\$ 5,000			
2027	SOLID WASTE	#63	2020 Peterbilt 520 Labrie ASL Body			\$ 450,000			
2027	SOLID WASTE	#83	2020 Peterbilt Labrie			\$ 450,000			
2027	SOLID WASTE	#84	2020 Peterbilt Labrie			\$ 450,000			
2027	STREETS	#8	07 Freightliner Hotpatch Truck			\$ 150,000			
2027	WASTEWATER	#G-05	07 Terex Generator (trl)			\$ 40,000			
2027	WASTEWATER	#G-15	07 Onan Generator			\$ 40,000			
2027	WASTEWATER	#G-19	07 Kohler Generator			\$ 40,000			
2027	WATER	#E-54	Tuff Trailer Work Crew			\$ 5,000			
2027	WATER		Water Meters			\$ 250,000			
2028	FIRE	#F-09	08 E-One Engine (Engine 812)				\$ 800,000		
2028	FIRE	#F-10	08 E-One Engine (Engine 81)				\$ 800,000		
2028	GENERAL GOVT	#54	08 Toyota Prius				\$ 50,000		
2028	POLICE	#P-05	18 Ford SUV				\$ 90,000		
2028	POLICE	#P-08	08 Honda Motorcycle				\$ 30,000		
2028	POLICE	#P-22	08 Subaru Outback				\$ 45,000		

City of Oak Harbor
502 Vehicle/Equipment Replacements Detail
FY 2025-2030

Replacement Year	Fund	Asset #	Description	2025	2026	2027	2028	2029	2030
2028	PUBLIC WORKS	#53	08 Chevrolet Uplander				\$ 35,000		
2028	STREETS	#50	08 Wacker Roller (Small)				\$ 20,000		
2028	WATER	#G-04	08 Wacker Generator				\$ 40,000		
2028	WATER		Water Meters				\$ 250,000		
2029	FIRE	#F-14	92 Seagraves Aerial (Ladder 81)					\$ -	
2029	PARKS	#39	16 Gator					\$ 75,000.00	
2029	POLICE	#P-04	19 Ford SUV					\$ 90,000.00	
2029	POLICE	#P-12	14 Dodge Dart Undercover					\$ 35,000.00	
2029	PUBLIC WORKS	#51	09 Toyota Prius					\$ 35,000.00	
2029	SOLID WASTE	#26B	2019 Solid Waste Truck					\$ 250,000.00	
2029	SOLID WASTE	#45	2022 Peterbilt					\$ 450,000.00	
2029	SOLID WASTE	#46	2022 Peterbilt					\$ 450,000.00	
2029	STREETS	#24	09 Superior Broom					\$ 100,000.00	
2029	STREETS	#E-31	09 Tar Pot (Crack Sealer)					\$ 50,000.00	
2029	STREETS	#E-35	SC10-E Scarifier					\$ 6,000.00	
2029	STREETS	#E-62	Varitech De Icer/Pump					\$ 30,000.00	
2029	WATER	#G-18	09 Onan Generator					\$ 150,000.00	
2029	WATER		Water Meters					\$ 250,000.00	
2030	FIRE	#F-25	05 Fast River Trailer (Air)						\$ 20,000.00
2030	PARKS	#7	16 Ford F-250						\$ 50,000.00
2030	POLICE	#65	10 Ford F250 Pick Up (animal)						\$ 35,000.00
2030	POLICE	#P-07	20 Ford SUV (hybrid)						\$ 100,000.00
2030	SOLID WASTE	#81	2020 Peterbilt Roll Off						\$ 350,000.00
2030	STORM	#73	10 Swartz Sweeper						\$ 400,000.00
2030	STREETS		Salt Brine Production System						\$ 50,000.00
2029	WATER		Water Meters						\$ 250,000.00
6 YEAR TOTAL:				4,000,000	725,000	2,050,000	2,160,000	1,971,000	1,255,000

PROJECT DESCRIPTION: This project aims to retrofit the existing roof located at the Oak Harbor Police Department (OHPD).

PROJECT NEED: A facility condition assessment was done in January 2024, which indicated the Police Department roof is deteriorating and is projected to last another one to three (1-3) years. Estimates were given based on two options. Due to current discussions regarding working on a new OHPD building, it is recommended to do the Better Option estimate which is to retrofit the roof versus replacement. This will have a 30 year life span with warranty.

DEVELOPMENT PLAN & STATUS: : The building condition assessment has been completed and bid documents have been created. Depending on the weather, bids, and construction will be completed in Spring 2025.

COST & FINANCING DATA: .

COST ASSUMPTIONS	001.50.521.50.4800	pd2501
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment		\$0
Construction Services	pd2501.con.171	\$550,000
Subtotal:		\$550,000
Contingency Fees		\$0
TOTAL:		\$550,000

FUND 001.50 POLICE

OHPD Roof

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

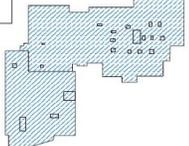
Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



Police Station Low Slope Roof Inspection



Total Sq. Footage: 21,000 sq. ft.
 Approximate R value: 2 above the deck
 Number of Roofing Systems: 2

Summary:
 The core sample revealed that the existing single ply roofing system is installed in 2008. This membrane was installed over a quarter inch of polystyrene and an aged Built-Up Roofing(BUR) system and a wooden deck. This means that there is very little insulation over the deck. We also found that the original roofing system was coated with a silver coating which was usually made with asbestos. During our inspection we found that the field of the roofing system was in fair condition with very little slope in one roof section which has lead to a large ponding water area. Otherwise the system looks to be holding up well for it's age. Most of the roof would be a great candidate for a restoration system but the ponding water area will need to be re-sloped when it's time to pursue a solution.



This is an overview of the lower roof section. This is one of the larger ponding water areas in on the building which has also lead to a fair amount of debris build up.



Some debris build up in ponding water areas.



The overflow drain is raised above the roof line which is an odd detail.



Low flashing height next to a drane.



Large ponding water areas are prevalent in one area on the building.



This is an overview of another area on the building with excellent slope.



The coping has a very shallow lip and uses a lap seam detail which relies heavily on sealant to keep the detail waterproof.

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	-	\$550,000						\$550,000
TOTAL REQUESTED FUNDS:	-	\$550,000						\$550,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Two (2) new Sport Utility Vehicle (SUV) EVs for the Oak Harbor Police Department (OHPD).

PROJECT NEED: Two (2) additional patrol cars for redundancy and to aid in assisting law enforcement personnel when other vehicles are unavailable due to maintenance or downtime. Staff received estimates for two Chevrolet EVs. The cost estimates include uplifting each vehicle for \$75,000 for a total additional cost of \$150,000.

DEVELOPMENT PLAN & STATUS: New addition to fleet.

COST & FINANCING DATA: Costs will be added for ongoing Repair and Maintenance (R&M).

FUND 001.50 POLICE

OHPD Two (2) EV Patrol Cars

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



COST ASSUMPTIONS	001.50.594.21.6400	pd2502
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment	pd2502.mac.049	\$150,000
Construction Services		\$0
Subtotal:		\$150,000
Contingency Fees		\$0
TOTAL:		\$150,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	-	\$150,000						\$150,000
TOTAL REQUESTED FUNDS:	-	\$150,000						\$150,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The project involves completely renovating the male and female locker rooms bathroom and carpet in the Oak Harbor Police Department (OHPD). The facility was originally built in 1986. The plan is to update outdated facilities and ensure compliance with modern accessibility standards. The renovation will include new fixtures, improved lighting, upgraded plumbing, and enhanced ventilation in the bathroom area and carpet in the locker room to create a more comfortable, easily clean, and efficient environment for all users.

PROJECT NEED: The renovation is urgently needed due to poor ventilation leading to mold growth in the shower areas and the current tile and grout installations being extremely difficult to clean and maintain. Completing the project within a constricted time line is crucial, because these locker rooms are highly utilized by employees, and mitigating dust and debris contamination is essential to ensuring the health and safety of staff during the renovation. Upgrading these facilities will address health concerns, improve hygiene and employee satisfaction. Estimated cost of project is \$75,000.00.

DEVELOPMENT PLAN & STATUS: This is a new project for the police department, which will need to be bid through the Request for Proposal (RFP) process. The project is broken into four (4) phases and is estimated to take 6-9 months to complete: Assessment and Design Phase: An assessment of need has been conducted on the existing locker room bathroom. Public Works Facilities has determined that this project scope is in need of a contractor to complete. Bidding and Contractor Selection: Issue a RFP, review bids, and select qualified contractors to execute. Renovation: Execute the renovation plan, including demolition of old facilities, repair and replacement of damaged structures, and installation of new ventilation systems, fixtures, tiles, and plumbing, with continuous progress monitoring and quality control. Final Inspection and Handover: Conduct a final inspection and sign-off to ensure all work meets standards and specifications, followed by the handover of the facilities for use.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.50.521.50.4800	pd2503
Engineering/Design Services		\$0
Machinery & Equipment		\$0
Construction Services	pd2503.con.171	\$75,000
Subtotal:		\$75,000
Contingency Fees		\$0
TOTAL:		\$75,000

FUND 001.50 POLICE

OHPD Locker Room and Restroom Remodel

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
General Fund	-	\$75,000						\$75,000
TOTAL REQUESTED FUNDS:	-	\$75,000						\$75,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The Oak Harbor Police Department (OHPD) has five (5) trained Special Weapons and Tactics (SWAT) team members. These officers have ballistic vests which they wear during operations and which are a specifically rated protection for high risk incidents, different than the soft body armor worn by uniformed patrol officers. The SWAT vests expire every five (5) years and need to be replaced.

PROJECT NEED: Five (5) ballistic vests with covers. These vests offer a higher level threat protection, including "protection" against many rifle rounds, for our SWAT members. To comply with Washington Accreditation standards and law enforcement best practices, each vest has a "five-year (5) expiration" as determined by the manufacturer and OHPD has a requirement to maintain current, non-expired vests. The officers use these vests while conducting training each month and for all SWAT related "call-outs" or deployments. The current cycle of vests are due for replacement at the end of 2025 and are due for replacement in 2026.

DEVELOPMENT PLAN & STATUS: Through collective bargaining, OHPD provides body armor for employees as issued equipment. The department continues to apply for grant funding opportunities, such as the body armor grant through the Department of Justice (DOJ); unfunded amounts are requested from the general fund.

COST & FINANCING DATA: The purchase will be funded by the General Fund and grant funding.

COST ASSUMPTIONS	001.50.521.70.3515	pd2304
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	pd2304.mac.vst	\$38,000
Construction Services		\$ -
Subtotal:		\$38,000
Contingency Fees		\$ -
TOTAL:		\$38,000

FUND 001.50—POLICE

OHPD SWAT Vests

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY
 Purchase/Construction: FY 2021 & FY 2026
 Estimated Completion: FY 2021 & FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	\$1,946	\$6,054		\$20,000					\$20,000
Drug Seizure	\$2,000								
Council Priority Project (23)	\$4,414		\$3,586						\$3,586
Project BFB			\$6,054						\$6,054
TOTAL REQUESTED FUNDS:	\$8,360		\$9,640	\$20,000					\$29,640

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Oak Harbor Police Department (OHPD) firearms (rifles/pistols), sights (optical), Tasers, other assorted equipment related to these items (such as new holsters, software (Tasers), etc.) and other assorted technical and equipment related items.

PROJECT NEED: Firearms have a usable "life", which can be determined by a number of factors, but often is associated with number of rounds fired. Barrels, other parts wear and replacements of parts or the entire weapon is eventually needed. Additionally, new technology can improve items (such as optics for pistols) and their use. Every officer has a Taser issued to them and many of these Tasers have end of life (per manufacturer) in 2024. New Taser technology is constantly developed, including new training opportunities, such as "Virtual" Tasers, which provide a virtual training environment and enhance de-escalation opportunities. Additional gear to allow for the deployment of lethal and non-lethal weapons can further assisted our mission and enhance safety for officers and citizens. Patrol and Special Weapons and Tactics (SWAT) assorted equipment.

DEVELOPMENT PLAN & STATUS: . The department continues to apply for grant funding opportunities; however, unfunded amounts are requested from the general fund.

COST & FINANCING DATA: The project will be fully funded by the General Fund.

COST ASSUMPTIONS	001.50.521.70.3515	pd2303
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	pd2303.mac.ftg	\$200,000
Construction Services		\$ -
Subtotal:		\$200,000
Contingency Fees		\$ -
TOTAL:		\$200,000

FUND 001.50—POLICE

OHPD Firearms, Tasers & Gear Replacements

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY
 Purchase/Construction: FY 2023-2030
 Estimated Completion: FY 2023-2030



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	\$35,186	\$14,814	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
Project BFB			\$14,814						\$ 14,814
TOTAL REQUESTED FUNDS:	\$35,186		\$39,814	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$164,814

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The Oak Harbor Police Department (OHPD) Annex requires replacement of the carpeting. The building is over 25 years old and the carpeting is worn and torn. Repairs are no longer feasible.

PROJECT NEED: Replacing the carpet in the OHPD Annex is essential to maintaining a safe and professional environment, as the current flooring is over 25 years old and poses potential health and safety risks due to wear and deterioration. Updated carpeting will also improve the overall aesthetics and functionality of the of the workspaces, contributing to higher morale and productivity among staff and guests. The cost estimate cost to remove current material, prepare flooring surface, and install new commercial carpet is at \$50,000.

DEVELOPMENT PLAN & STATUS: Plan for a future expenditure for this project, allocate money based on product and labor costs, put the project out for bid and award, begin and complete the project and utilize the space.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.50.521.50.4800	pd26xx
Engineering/Design Services		\$0
Machinery & Equipment		\$0
Construction Services		\$50,000
Subtotal:		\$50,000
Contingency Fees		\$0
TOTAL:		\$50,000

FUND 001.50 POLICE

OHPD Annex Carpeting-Conference & Training Room

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2026

Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
General Fund	-		\$50,000					\$50,000
TOTAL REQUESTED FUNDS:	-		\$50,000					\$50,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Replace and repair siding and paint in the Oak Harbor Police Department (OHPD) Prosecutor Annex building. This building is the office location for the City’s Prosecutor and Co-Responder.

PROJECT NEED: Pressure wash, strip old paint, replace/repair siding and paint the OHPD Prosecutor Annex building. These repairs are essential to maintaining a safe and professional environment, as the current structure is over 100 years old and was last professionally painted and maintained over 15 years ago. The paint poses a potential health and safety risks due to age of structure and wear and deterioration of materials. Updating the paint and siding will also improve the overall aesthetics and functionality of the of the workspaces, contributing to higher morale and productivity among staff and guests. The cost estimate is \$65,000.

DEVELOPMENT PLAN & STATUS: Plan for a future expenditure for this project, allocate money based on product and labor costs, put the project out for bid and award, begin and complete the project.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.50.521.50.4800	pd26xx
Engineering/Design Services		\$0
Machinery & Equipment		\$0
Construction Services		\$65,000
Subtotal:		\$65,000
Contingency Fees		\$0
TOTAL:		\$65,000

FUND 001.50 POLICE

OHPD Prosecutor Annex Exterior Building Repairs

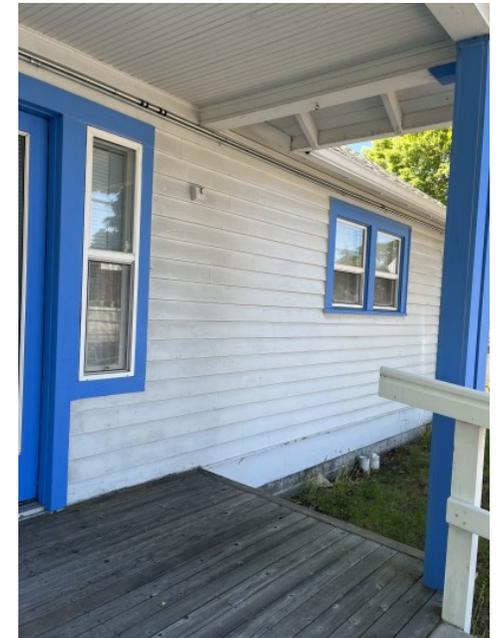
ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2026

Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
General Fund	-		\$65,000					\$65,000
TOTAL REQUESTED FUNDS:	-		\$65,000					\$65,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: A Oak Harbor Police Department (OHPD) tactical robot is a remotely operated device designed to assist law enforcement in high-risk situations. These robots equipped with cameras, sensors, and sometimes tools used to safely navigate and assess dangerous environments, such as suspicious packages, bomb threats, active shooter incidents, and aid with persons in crises.

PROJECT NEED: OHPD intends to purchase the equipment through federal grant funding. If grant funding is unavailable, the police department will pursue a cost share from the law enforcement agencies on the North Cascades Regional SWAT to split the cost for the regional asset. The OHPD portion would be estimated at one-quarter the price of the equipment or \$20,000, which would be requested from the general fund.

DEVELOPMENT PLAN & STATUS: OHPD acquired four (4) robots at no cost to the city through the Department of Defense's demilitarized property program. These robots are between 15 and 20 years old and have exceeded the useful service life of the equipment. Additionally, the manufacturer does not support the equipment or offer replacement parts. OHPD needs valuable and reliable technology to aid in investigations and high-risk incidents and avoid placing officers in harm's way.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.50.594.21.6400	pd28xx
Engineering/Design Services		\$0
Machinery & Equipment		\$80,000
Construction Services		\$0
Subtotal:		\$80,000
Contingency Fees		\$0
TOTAL:		\$80,000

FUND 001.50 POLICE

OHPD Tactical Robot

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2028

Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Grant Funding—unsecured, funding To Be Determined	-				\$80,000			\$80,000
TOTAL REQUESTED FUNDS:	-				\$80,000			\$80,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Project to connect two separate Oak Harbor Police Department (OHPD) buildings by adding office space to provide for a safer and more efficient work-space/building and environment.

PROJECT NEED: OHPD currently has two building spaces which are not connected. To enter the conference/training room section of the building, staff must exit the main building through the front or rear door and then enter the other section through a front or rear door of that section. OHPD no longer maintains an inmate housing facility (jail) and the current "night lobby" is no longer needed, as it was when we had a jail. The new plan would be to add a new covered interior area to the front of the building, connecting the two sections of OHPD. This would connect the area around the night lobby entrance and the front door of the conference/training room area. The new addition would join these two areas, thus providing a fluid connection and in essence, making one OHPD building/office space area. It would also provide space for a new room or two, to be used as an office or as otherwise allocated. This would extend the life of the building and provide enclosed space between these two sections, providing for more safe passage in an environmentally controlled area - as well as provide additional workspace. This would add approximately 1000 square feet of usable indoor office and hallway space, and connect the buildings.

DEVELOPMENT PLAN & STATUS: Plan for a future expenditure for this project, allocate money for the design process (architect) and project based on design and building costs, put the project out for bid and award, begin and complete the project and utilize the space.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.50.594.21.6200	pd28xx
Pre-Design/Feasibility		\$50,000
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment		\$0
Construction Services		\$950,000
Subtotal:		\$1,000,000
Contingency Fees		\$0
TOTAL:		\$1,000,000

FUND 001.50 POLICE

OHPD Building Remodel

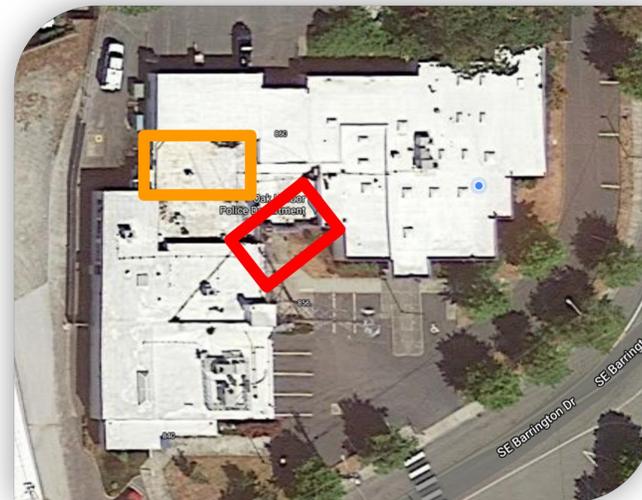
ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2028

Purchase/Construction: FY 2028

Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Grant Funding-Unsecured, funding To Be Determined	-				\$1,000,000			\$1,000,000
TOTAL REQUESTED FUNDS:	-				\$1,000,000			\$1,000,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Three agreements are related to the City's environmental cleanup for property owned by the City at 1081 and 1091 Pioneer Way, and redevelopment of the City parcels as well as for the surrounding Central Development Area (CDA).

PROJECT NEED:

- 1) Remedial Investigation & Feasibility Study - \$107,000
 - 2) Integrated Planning - \$68,000
 - 3) Economic/Market Analysis & Public Workshops City Share \$10,000 Gen fund
(CCLR donated services value \$90,000 no additional city cost)
 - 4) Grant and Project Administration - \$20,000
 - 5) Building Hazardous Materials - \$5,000
 - 6) Prior council authorized amount - \$50,000 from General Fund
- ESTIMATED TOTAL - \$260,000

DEVELOPMENT PLAN & STATUS:

Summer 2024 - Draft redevelopment market studies and renderings.
 Fall 2024 - Public Outreach and Workshop.
 Spring 2025 - Final plans.
 Most of the \$260,000 in funds will be obligated in 2025.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.38.558.60.4100	dev2302
Pre-Design/Feasibility	dev2302.pre.001	\$250,000
Donated Services value \$100,000 –CCLR	dev2302.pre.001	\$10,000
Machinery & Equipment		\$-
Construction Services		\$0-
Subtotal:		\$260,000
Contingency Fees		\$ -
TOTAL:		\$260,000

FUND 001.38 DEV. SERVICES

Ecology Integrated Planning Grant for the CDA

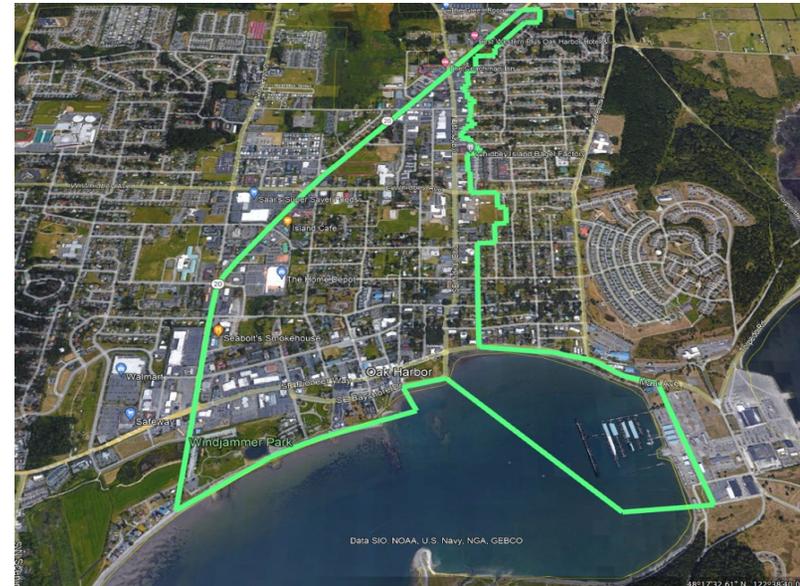
ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2023-2025

Purchase/Construction:

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Ecology IPG grant-secured	-	\$200,000							
General Fund	\$21,975	\$38,025							
Project BFB			\$238,025						\$238,025
TOTAL REQUESTED FUNDS:	\$21,975		\$238,025						\$238,025

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This is the major update to the Comprehensive Plan (Comp Plan) for 2025. State requirements drive the completion of this plan. There are several elements to the plan that require completion such as Land Use, Housing, Transportation, etc.

PROJECT NEED: The State Growth Management Act requires the completion of the Comp Plan update in 2025. To give communities more time, the deadline has been extended from June to December 2025. Diversity, equity, and inclusion will be added to the process to enable participation from all demographic groups. A robust public engagement plan is underway.

DEVELOPMENT PLAN & STATUS: Project is funded for 2023-2024. Project will continue through December of 2025.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.38.558.60.4100	dev2304
Pre-Design/Feasibility	dev2304.pre.001	\$125,000
Engineering/Design Services	dev2304.des.010	\$50,000
Machinery & Equipment		\$0
Construction Services		\$0
Subtotal:		\$175,000
Contingency Fees		\$ -
TOTAL:		\$175,000

FUND 001.38 DEV. SERVICES

State Mandated 2025 Comp Plan Update

ESTIMATED PROJECT & PURCHASE TIMELINE
Pre-Design: FY
Engineering/Design: FY 2023-2025
Purchase/Construction:
Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Commerce Grant-secured	-	\$62,500	\$62,500						\$62,500
General Fund		\$50,000							
Project BFB			\$112,500						\$112,500
TOTAL REQUESTED FUNDS:	-		\$175,000						\$175,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: State law requires a city to have a Comprehensive Plan (Comp Plan) that includes a climate sub-element. Also, a resilience sub-element and greenhouse gas emissions mitigation sub-elements are required.

PROJECT NEED: The state is requiring the addition of climate sub-elements to our Comp Plan in 2025. This project will involve reviewing subjects such as critical areas analysis, best available science, sea-level rise, and public engagement to name a few. The state has extended the deadline for the Comp Plan update from June 2025 to December 2025.

DEVELOPMENT PLAN & STATUS: Project started in 2024 and carry over will be needed into 2025.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.38.558.60.4100	dev2401
Pre-Design/Feasibility	dev2401.pre.001	\$100,000
Engineering/Design Services	dev2401.des.053	\$50,000
Machinery & Equipment		\$0
Construction Services		\$0
Subtotal:		\$150,000
Contingency Fees		\$ -
TOTAL:		\$150,000

FUND 001.38 DEV. SERVICES

State Mandated Climate Sub Elements for Comp Plan

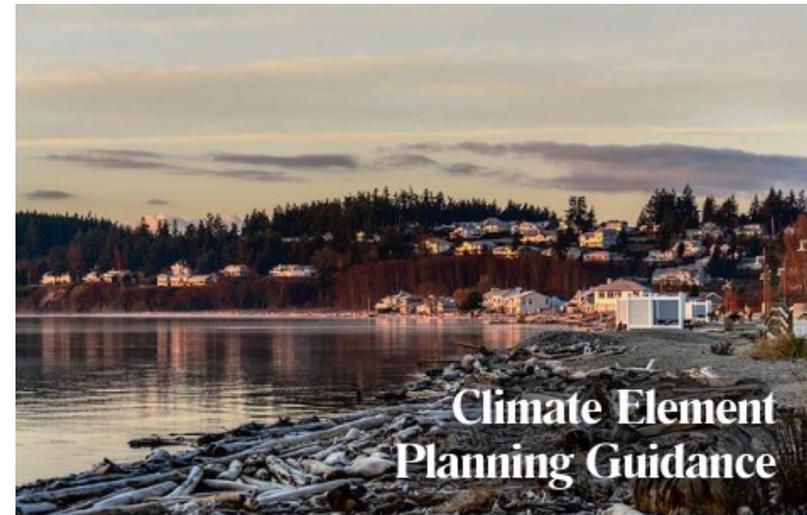
ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2024-2025

Purchase/Construction:

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Commerce Grant-secured	-	\$75,000	\$75,000						\$75,000
Project BFB			\$75,000						\$75,000
TOTAL REQUESTED FUNDS:	-		\$150,000						\$150,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Plan to purchase a new financial software program, Enterprise Resource Planning System (ERP).

PROJECT NEED: The City’s current financial software system EDEN is outdated and will eventually be unsupported. This was the predominant choice of Washington local governments in the 1990’s. Eden was purchased and assumed into Tyler Technologies (Tyler) in 2003. Tyler made some initial improvements to Eden early on, but has stopped evolving the product long ago. As such, the software functionality has not kept pace with modern finance office processes. The City’s systems are primarily paper-based and “bureaucratic”. Bureaucracy serves a purpose and a certain amount helps provide necessary controls on financial activity. However, many processes are overly burdensome due to the age of the financial software systems in place.

DEVELOPMENT PLAN & STATUS: Council Approval June 4, 2024. Implementation start January 1, 2025. Phase 1 Core Financials 2025. Phase 2 HR, Payroll, Time & Attendance 2026. Phase 3 Utility Billing and Resident Access 2027. Phase 4 Assets and GIS 2028.

COST & FINANCING DATA: The purchase will be funded from General Fund and Council Priority Project funds.

FUND 007.30 FINANCE CAPITAL

Citywide Enterprise Resource Planning System (ERP)

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY
Engineering/Design: FY
Purchase/Construction: FY 2022-2027
Estimated Completion: FY 2027



COST ASSUMPTIONS	007.30.594.14.6400	fin2201
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	fin2201.mac.sft (for now)	\$525,000
Construction Services		\$ -
Subtotal:		\$525,000
Contingency Fees		\$ -
TOTAL:		\$525,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-Memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	-	\$25,000							
Council Priority Project (2022)			\$500,000						\$500,000
Project BFB			\$25,000						\$25,000
TOTAL REQUESTED FUNDS:	-		\$525,000						\$525,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The purpose of this project is to procure one new generator for City Hall.

PROJECT NEED: City Hall is the redundancy point for the City's network and the location of administration. A temporary generator is set up as needed, but depending on emergency issues, that generator may not get to the site for sometime. It makes sense to have emergency power at this site to keep operational.

DEVELOPMENT PLAN & STATUS: Size and requirements determined, procurement is next.

COST & FINANCING DATA: The contribution will be funded by Council Priority Project Funds.

FUND 001.45 GENERAL GOV

City Hall Generator

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2022-2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	001.45.594.18.6400	ch2301
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	ch2301.mac.049	\$ 100,000
Construction Services		\$ -
Subtotal:		\$100,000
Contingency Fees		\$ -
TOTAL:		\$100,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Council Priority Project (2022)	-	\$100,000						\$100,000
TOTAL REQUESTED FUNDS:	-	\$100,000						\$100,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This capital project includes changes to City Hall. The plan includes modifying Council Chambers, copy/mail room move, creating two more offices in the old copier room, and putting copy/mail room in alcove by Mayor’s Office. Council Chambers will be reconfigured to replace outdated/broken materials and adjust space to provide more room for staff and attendees.

PROJECT NEED: Staff has identified a need for work stations. This proposal is to create them in the existing copier room by moving the items in copy room to alcove area outside Executive offices. Electrical work may be needed. Staff has identified a need to modify Council Chambers. The plan includes updating the room layout, dais, and video setup. Electrical work may be needed. Staff has identified a need to remove the old reception counter from the lobby and make this area more friendly to the public to receive information and connect with staff. Flooring will need to be redone in this area. Electrical work may be needed. Furniture (chairs/dais), equipment, update layout to provide more room for staff, and demolition and/or rebuild of some areas.

DEVELOPMENT PLAN & STATUS: This remodel contains several parts. The offices and security upgrades are in process and will be completed in 2024. The breakroom and council chamber upgrades will begin after the first upgrades are done in August. Expected to be completed by Spring of 2025.

COST & FINANCING DATA: .

COST ASSUMPTIONS	001.45.518.30.4800	ch2302
Pre-Design/Feasibility		\$0
Engineering/Design Services	ch2302.des.130	\$11,000
Land		\$0
Machinery & Equipment	ch2032.mac.049	\$49,000
Construction Services	ch2302.con.070	\$60,000
Subtotal:		\$120,000
Contingency Fees		\$ -
TOTAL:		\$120,000

FUND 001.45 GENERAL GOV

City Hall Upstairs Remodel

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2023-2025

Purchase/Construction: FY 2023-2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-Memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
REET 1	\$17,425	\$82,575							
General Fund			\$20,000						\$20,000
Project BFB			\$82,575						\$82,575
TOTAL REQUESTED FUNDS:	\$17,425		\$102,575						\$102,575

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This capital project is to remodel the downstairs portion of City Hall. Planning has created a scope of work and estimated numbers have been obtained from a contractor. Included are the upgrades to the IT/Server room.

PROJECT NEED: This is necessary to create more office spaces and will include security upgrades for downstairs staff. Included in this project are the upgrades to the IT and server rooms to address cybersecurity measures. These are necessary to ensure the stability and sustainability of the City's network system.

DEVELOPMENT PLAN & STATUS: Planning has developed a floor plan. Contractor has provided an estimate. IT/Server room upgrades have been included. HVAC and electrical components have been included.

FUND 001.45 GENERAL GOV

City Hall Downstairs Remodel

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

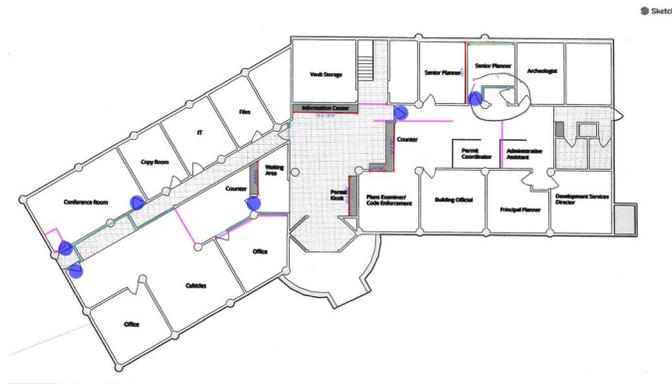
Engineering/Design: FY 2024-2025

Purchase/Construction: FY 2024-2025

Estimated Completion: FY 2025

COST & FINANCING DATA:

COST ASSUMPTIONS	001.45.518.30.4800	ch2303
Pre-Design/Feasibility		\$0
Engineering/Design Services	ch2303.des.130	\$100,000
Land		\$0
Machinery & Equipment	ch2303.mac.049	\$20,000
Construction Services	ch2303.con.070	\$150,000
Subtotal:		\$270,000
Contingency Fees		\$ -
TOTAL:		\$270,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
REET 1	\$13,281	\$256,719							
Project BFB			\$256,719						\$256,719
TOTAL REQUESTED FUNDS:	\$13,281		\$256,719						\$256,719

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project aims to repair the existing roof located at City Hall.

FUND 001.45 GENERAL GOV

City Hall Roof Restoration

PROJECT NEED: A facility condition assessment was done in January 2024, which indicated the City Hall roof is deteriorating and will last less than 12 months. Estimates were given based on three options. Due to current discussions regarding working on a new City Hall building, it is recommended to do the Good Option estimate which is to restore the roof versus replacement. This will have a ten (10) year life span with warranty.

DEVELOPMENT PLAN & STATUS: The building condition assessment has been completed and bid documents have been created. If the weather permits, bidding and construction will be completed in Spring 2025. Expected to be done in two weeks.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.45.518.30.4800	ch2501
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment		\$0
Construction Services	ch2501.con.070	\$250,000
Subtotal:		\$250,000
Contingency Fees		\$ -
TOTAL:		\$250,000

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY
Engineering/Design: FY
Purchase/Construction: FY 2025
Estimated Completion: FY 2025

City Hall Low Slope Roof Inspection

Total Sq. Footage: 9,500 sq. ft.
 Approximate R value: 2 above the deck
 Number of Roofing Systems: 2

Summary:
 The core sample revealed that the existing JP Stevens roofing system is installed over a half inch of blue board and an aged Built-Up Roofing(BUR) system and a wooden deck. This means that there is very little insulation over the deck. We also found that the original roofing system was coated with a silver coating which was usually made with asbestos. During our inspection we found that the field of the roofing system was in fair condition with very little slope built into the structure of the building. We found some areas where the membrane was beginning to wear through to the reinforcement scrim which is a major concern. We've found that most of the penetrations sealant around all of the seams is peeling away from the membrane. We have also noticed that there is a fair amount of metal details that are made out of galvanized metal which is rusting prematurely. Several areas have been repaired but we are beginning to see failures at those locations once again.

This is an overview of the low slope roof over Oak Harbor City Hall. As you can see, there are several areas where the system was not designed with enough slope to eliminate ponding water on the membrane. This is particularly concerning considering that this is the same JP Stevens product that we've seen fail at the Senior Center as well as a number of other buildings across western Washington.

Here is an overview of the HVAC Pen where we have the most penetrations pairs with the least amount of slope in the roofing system.

This is another area where we are seeing not only water pond under the ductwork but also debris like sea shells that can cut or abrad the membrane.

Here we can see that the drain is actually higher than the area around it.

Here we can see that this aged internal drain is not equipped with any backup drain which is particularly concerning considering the Hypalon membrane.

Here we can see that the perimeter termination detail relies entirely on sealant.

Here we can see how thin the existing membrane is as well as the silver coat on the original roof.

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	-		\$250,000						\$250,000
TOTAL REQUESTED FUNDS:	-		\$250,000						\$250,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: City Hall and the Oak Harbor Police Department (OHPD) Station buildings are nearing the end of their useful life. An alternative study would be completed to make the most cost effective decision for the next 50-plus years (2025 to 2075).

PROJECT NEED: Hire an facility planning/architect consultant to analyze the long-term alternatives, and invest future funding to the best option. Leverage the City's Financial Advisor, Bond Counsel, and Finance Department expertise to conduct cost-benefit analysis of the financial, legal, tax, and operational differences among alternatives.

DEVELOPMENT PLAN & STATUS: Plan development to begin 2025 and expected take 12 months.

COST & FINANCING DATA: .

COST ASSUMPTIONS	001.45.518.30.4100	ch2502
Pre-Design/Feasibility	ch2502.pre.001	\$160,000
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment		\$0
Construction Services		\$0
Subtotal:		\$160,000
Contingency Fees		\$ -
TOTAL:		\$160,000

FUND 001.45 GENERAL GOV

City Hall and OHPD Station Facility Alternatives Study

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY 2025-2026
 Purchase/Construction: FY
 Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	-		\$110,000	\$50,000					\$160,000
TOTAL REQUESTED FUNDS:	-		\$110,000	\$50,000					\$160,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Replace carpeting on west side of Fire Station 81.

PROJECT NEED: Flooring needed for Station 81 west side (sleeping quarters, hallway, and full upstairs). This area of the station has the original carpeting from 1992 when the station was built. It is worn out. The intent is to replace it with the same type of laminate plank flooring used in our training room in 2023.

DEVELOPMENT PLAN & STATUS: Phase 1 replacement of the east side flooring (original 1992) was completed in 2023. Phase 2 of the Fire Station 81 project is replacement of the west side flooring (sleeping quarters, hallway, and full upstairs). The cost estimate for this project is \$65,000.

COST & FINANCING DATA: The project will be fully funded by the General Fund.

FUND 001.55—FIRE

Fire Station 81 - Flooring Replacement

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	001.55.522.50.4800	fir2501
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	fir2501.con.171	\$65,000
Subtotal:		\$65,000
Contingency Fees		\$ -
TOTAL:		\$65,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund	-		\$65,000						\$65,000
TOTAL REQUESTED FUNDS:	-		\$65,000						\$65,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Construct a two-bay satellite fire station on the south-west side of the City and purchase a new Quint engine/ladder truck.

PROJECT NEED: With the continued growth in the south and southwest areas of the City, the level of emergency service will diminish and response times will continue to rise. This is a multiple phased project, requiring a facility, an additional fire apparatus, and additional staffing.

DEVELOPMENT PLAN & STATUS: Voters’ overwhelmingly approved both a property tax levy lid lift for operations, equipment, and maintenance, and an excess property tax levy for a bond for the station construction and Quint fire truck apparatus. Staff is also pursuing grant funding where available for high value equipment. A feasibility study and conceptual design was completed in 2016 and 2017. The property for the station has been purchased. The Engineering/Design phase will be completed in 2024 with construction to commence in early 2025. It is expected to take between 18 to 24 months to complete construction. The apparatus is on order with delivery expected by mid-2025.

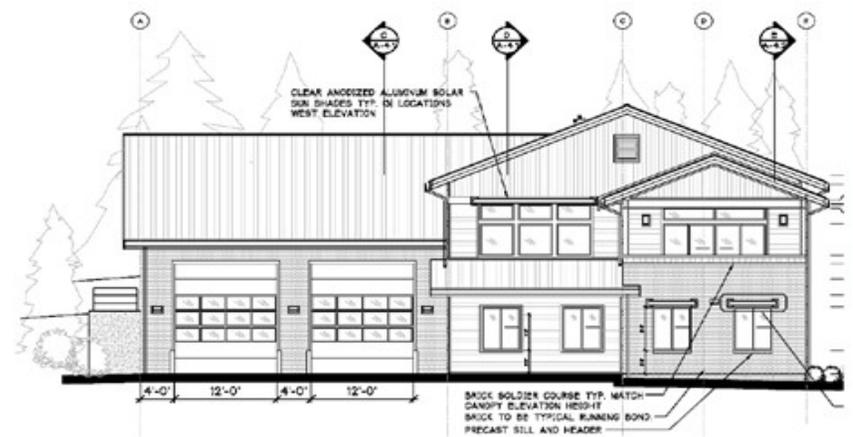
COST & FINANCING DATA: The project will be funded by a GO Bond.
Land-6100, Bldg-6200, Ladder truck-6400

COST ASSUMPTIONS	007.56.594.22.6xxx	fir2301
Pre-Design/Feasibility	6200	fir2301.pre.054
Engineering/Design Services	6200	fir2301.des.053
Land	6100	fir2301.lnd.060
Machinery & Equipment	6400	fir2301.mac.xxx
Construction Services-bldg	6200	fir2301.con.xxx
Subtotal:		\$10,149,395
Contingency Fees		\$ -
TOTAL:		\$10,149,395

FUND 007.56—FIRE CAPITAL

West Side Fire Station 82 (Swantown)

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY 2023
 Purchase/Construction: FY 2023-2026
 Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
GO Bond	\$1,433,572	\$8,766,428							
CDBG Grant-secured			\$120,000						\$120,000
Available Interest earnings		\$579,395	\$200,000	\$50,000					\$250,000
Project BFB			\$8,345,823						\$8,345,823
TOTAL REQUESTED FUNDS:	\$1,433,572		\$8,665,823	\$50,000					\$8,715,823

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Planning, design, and construction of pickle ball courts at Fort Nugent Park with Americans with Disabilities Act (ADA) access, protective fencing, and associated amenities. The goal of this project is to increase the City's parks infrastructure, increase recreational opportunities and meet community's desire for facilities.

PROJECT NEED: Whidbey Island has very few public pickleball courts. Community feedback over the last 10 years has consistently prioritized pickleball courts. Pickleball is the only outdoor sport without a dedicated court in Oak Harbor. Building eight (8) may not meet the demand for the sport, but will begin to address it with courts that are built to USA Pickleball rules and regulations.

DEVELOPMENT PLAN & STATUS: City Council approved funding for the Planning and Engineering Design of the 8 court complex at Ft. Nugent Park in in 2023 with award of contract to RWD in Feb. 2024. Public engagement, permitting and design work in process. Staff are pursuing two RCO grants to fully fund the project, with notice of award in Oct. 2024. If awarded, construction could begin in 2025.

COST & FINANCING DATA:

COST ASSUMPTIONS	007.70.594.76.6300	gen2101
Engineering Services	gen2101.des.053	\$78,100
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	gen2101.con.xxx	\$1,300,000
Subtotal:		\$1,378,100
Contingency Fees		\$ -
TOTAL:		\$1,378,100

FUND 007.70—PARKS CAPITAL

Pickleball Courts

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2021-2026

Purchase/Construction: FY 2021-2026

Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
REET 2	\$708	\$77,392							
Grant Funding—unsecured, funding To Be Determined				\$800,000					\$800,000
RCO-COAF Grant-unsecured				\$500,000					\$500,000
Project BFB			\$77,392						\$77,392
TOTAL REQUESTED FUNDS:	\$708		\$77,392	\$1,300,000					\$1,377,392

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Renovate park planters and information signage, install new historic park sign, complete maintenance to existing fences and gazebo, installation of historical aesthetic elements and safety lighting and electrical access at the gazebo, install Americans with Disabilities Act (ADA) pathway, and remove 30 year old playground equipment scattered though out park.

PROJECT NEED: Smith Park has received State Historical designation. Stone pillars that have been saved for the sign will be etched and installed with the park's inception date. The pedestrian path needs to be upgraded to be accessible and safety lighting is needed in the park and gazebo, as well as electrical access for special events. Lighting and all future improvements will maintain a historic aesthetic and feel the reflects the City's founding centered at the park.

DEVELOPMENT PLAN & STATUS: Wildflower beds have been installed along with Garden Club Centennial Plaque. Historic Stone Identifier Sign has been installed.

COST & FINANCING DATA: The project will be primarily funded by REET.

COST ASSUMPTIONS	001.70.594.76.6300	gen2301
Engineering Services	gen2301.des.053	\$ 1,000
Other Professional Services		\$ -
Machinery & Equipment	gen2301.att.spn	\$ -
Construction Services	gen2301.con.070	\$59,948
Subtotal:		\$60,948
Contingency Fees		\$ -
TOTAL:		\$ 60,948

FUND 001.70 PARKS

Smith Park Improvements

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2023-2025

Purchase/Construction: FY 2024-2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	TOTAL
REET 1 (311)			\$25,000						\$25,000
REET 2 (312)			\$25,000						\$25,000
Council Priority Project	\$9,858	\$1,090							
Project BFB			\$1,090						\$1,090
TOTAL REQUESTED FUNDS:	\$9,858		\$51,090						\$51,090

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Development of a Parks and Recreation Open Space Master Plan to guide facility improvements, new facility planning, program development, and assess community needs for the Parks and Recreation Department.

PROJECT NEED: With the creation of the new Parks and Recreation Department, the City's 2019 Parks, Recreation and Open Space (PROS) plan needs to be updated to reflect the restructure, new recreation programs, and new priorities of the Department and Council.

DEVELOPMENT PLAN & STATUS: Request for Proposal (RFP) set to go out in 2024 and a planner will be selected.

COST & FINANCING DATA: The project will be primarily funded by REET.

FUND 001.70 PARKS

Parks & Recreation Open Space Master Plan

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2024-2025

Purchase/Construction: FY 2024-2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	001.70.576.80.4100	gen2403
Engineering Services		\$ -
Other Professional Services	gen2403.pre.xxx	\$ 80,000
Machinery & Equipment		\$ -
Construction Services		\$ -
Subtotal:		\$80,000
Contingency Fees		\$ -
TOTAL:		\$ 80,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	TOTAL
REET 1 (311)	-	\$80,000							
Project BFB			\$80,000						\$80,000
TOTAL REQUESTED FUNDS:			\$80,000						\$80,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Rehabilitation of the City's athletic fields used for baseball, softball, football, rugby, soccer, and other sports.

PROJECT NEED: The purpose of these improvements is to give the citizens a sense of pride in our community and positive places to play baseball, football, and soccer in Oak Harbor. City athletic fields need serious attention with specialized aeration equipment, specialized dirt, and supplies to ensure that children and adults have safe playing fields.

DEVELOPMENT PLAN & STATUS: Windjammer Ballfields infield improvements will be completed in 2024 at \$163,000. Equipment purchases for better maintenance of all sports fields and especially the softball fields at Volunteer park will be purchased in 2025. Staff will continue to seek additional funding for renovation of the Ft. Nugent and Volunteer park facilities in 2025-2026.

FUND 007.70—PARKS CAPITAL

Athletic Fields Renovation

ESTIMATED PROJECT & PURCHASE TIMELINE

Engineering/Design: FY 2024-2025

Purchase/Construction: FY 2024-2026

Estimated Completion: FY 2026

COST & FINANCING DATA:

COST ASSUMPTIONS	007.70.594.76.6300	gen2401
Pre-Design/Feasibility	gen2401.pre.001	\$10,000
Engineering Design/Services	gen2401.des.053	\$100,000
Machinery & Equipment	gen2401.mac.049	\$150,000
Construction Services	gen2401.con.070	\$350,000
Subtotal:		\$610,000
Contingency Fees		\$ 53,100
TOTAL:		\$663,100



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
REET 1			\$200,000						\$200,000
REET 1 from WJP	-	\$163,100							
Grant Funding—unsecured, funding To Be Determined			\$300,000						\$300,000
Project BFB			\$163,100						\$163,100
TOTAL REQUESTED FUNDS:	-		\$663,100						\$663,100

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Purchase of a Harper TV 60 Turbo Vac.

PROJECT NEED: To address Council Priority for aeration. Maneuverable and versatile, the TV60 RHD is the ideal tool for verti-cutting and vacuuming in one pass. Thoroughly removes litter, grass and leaves from sports fields, parks and recreational grounds with the adaptable 60 inch swath. The Recirculating Air System additionally runs cleaner and quieter than competitors in the market. Never leave the driver's seat with the wireless remote at your fingertips.

DEVELOPMENT PLAN & STATUS: New addition to fleet.

COST & FINANCING DATA: Costs will be added for ongoing repairs, maintenance, and replacement.

COST ASSUMPTIONS	001.70.594.76.6400	gen2502
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment	gen2502.mac.049	\$82,000
Construction Services		\$0
Subtotal:		\$82,000
Contingency Fees		\$0
TOTAL:		\$82,000

FUND 001.70 PARKS

Harper TV 60 Turbo Vac

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
General Fund	-	\$82,000						\$82,000
TOTAL REQUESTED FUNDS:	-	\$82,000						\$82,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Purchase of a Ventrac 4000 with contour deck, ballpark renovator and groomer attachments.

PROJECT NEED: The Ventrac is an agile multi-purpose machine that is needed for slope mowing, ball field renovator and groomer. Parks Operations does not currently have a slope mower or any machinery for grooming playing surfaces. The contour deck responds to undulations and subsidence's for even and improved one cut mowing that will reduce labor hours.

OMNIA Pricing:

\$65,000.00 - Ventrac 4000 with contour deck attachment

\$ 1,400.00 - Ballpark renovator attachment

\$ 2,600.00 - Ballpark groomer attachment

\$69,000.00 - Grand Total

DEVELOPMENT PLAN & STATUS: New addition to fleet.

COST & FINANCING DATA: Costs will be added for ongoing R&M and Replacement.

COST ASSUMPTIONS	001.70.594.76.6400	gen2503
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment	gen2503.mac.049	\$69,000
Construction Services		\$0
Subtotal:		\$69,000
Contingency Fees		\$0
TOTAL:		\$69,000

FUND 001.70 PARKS

Ventrac 4000 With Attachments

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
General Fund	-	\$69,000						\$69,000
TOTAL REQUESTED FUNDS:	-	\$69,000						\$69,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Purchase of a utility tractor with cab with 40 hp, Power Take-Off (PTO), and front arm receiver.

PROJECT NEED: Utility tractor for aerification of fields, topdressing, mowing and hauling. With more staff, a small utility tractor will allow Parks Operations to maintain public parks and green spaces at a higher standard of care.

DEVELOPMENT PLAN & STATUS: New addition to fleet. State Contract Pricing.

COST & FINANCING DATA: Costs will be added for ongoing repairs, maintenance, and replacement.

COST ASSUMPTIONS	001.70.594.76.6400	gen2504
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment	gen2504.mac.049	\$58,000
Construction Services		\$0
Subtotal:		\$58,000
Contingency Fees		\$0
TOTAL:		\$58,000

FUND 001.70 PARKS

Tractor With Cab

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
General Fund	-	\$58,000						\$58,000
TOTAL REQUESTED FUNDS:	-	\$58,000						\$58,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Purchase and installation of security cameras at Fort Nugent Park.

PROJECT NEED: Almost every other park in the city has security cameras and the City has found that they deter vandalism, graffiti and other malicious mischief. Oak Harbor Police Department (OHPD) is able to review footage and identify suspects at the City’s other parks. Fort Nugent Park is one of the busiest parks in Oak Harbor and sees a lot of vandalism, graffiti and malicious mischief. The concessions and restrooms are regularly vandalized and sprayed with graffiti. Over the last 18 months, OHPD responded to 50 calls from Ft. Nugent Park. Three (3) security cameras in the vicinity of the concessions stand and restrooms cost \$23,592. Two (2) cameras to the upper field cost \$29,672. The feature for live streaming the cameras cost \$8,000 with a monthly service charge.

DEVELOPMENT PLAN & STATUS: The city has been working with a vendor in 2024 for planning the placement of the security cameras and identifying needed equipment and a site plan has been put together. Bids will go out in 2025 once funds become available.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.70.594.76.6400	gen2505
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment	gen2505.mac.049	\$61,300
Construction Services		\$0
Subtotal:		\$61,300
Contingency Fees		\$0
TOTAL:		\$61,300

FUND 001.70 PARKS

Security Cameras-Fort Nugent Park

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
REET 2	-	\$61,300						\$61,300
TOTAL REQUESTED FUNDS:	-	\$61,300						\$61,300

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will provide a feasibility studies and planning required to construct trails on city owned property in the Northern section of the City.

PROJECT NEED: Currently there are few recreational opportunities within this location of the city. A trail network will provide passive recreation and will also provide pedestrian access to local residents, service providers and businesses in the area.

DEVELOPMENT PLAN & STATUS:

Feasibility Study in 2025
 Engineering/Design 2026
 Construction 2027

COST & FINANCING DATA: The study will be funded by the Transportation Alternatives Program (TAP) Grant and Paths & Trails funds.

COST ASSUMPTIONS	001.70.576.80.4800	gen2501
Pre-Design /Feasibility	gen2501.pre.001	\$10,000
Engineering Services	gen2501.des.053	\$ 50,000
Machinery & Equipment		\$ -
Construction Services		\$ -
Subtotal:		\$60 000
Contingency Fees		\$ -
TOTAL:		\$60 000

FUND 001.70—PARKS

7th Avenue Wetlands Trail Feasibility Study

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY 2024

Engineering/Design: FY 2024-2026

Purchase/Construction: FY 2024-2026

Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Paths & Trails	-	\$10,000						\$10,000
Grant-TAP-IRTPO-unsecured	-		\$50,000					\$50,000
TOTAL REQUESTED FUNDS:	-	\$10,000	\$50,000					\$60,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Renovation of Catalina Park and amenities to include an interactive, fun, themed play environment, picnic area, and Mini Golf Course.

PROJECT NEED: Catalina Park is in a beautiful location adjacent to the Oak Harbor Marina. It is used for special events, rentals in conjunctions with the Yacht Club, by guests of the City of Oak Harbor Marina and the general public. The playground equipment at Catalina Park is deteriorated and features have started to break. The bocce ball pits are eroded and the park is in desperate need of a refresh. A new playground needs to be installed and improvements to the rest of the existing park will be constructed to match the new facilities. A mini golf course will also be installed in an effort to invite the public to the Marina and enjoy its amenities.

DEVELOPMENT PLAN & STATUS: Landscape design RFP will go out in 2026 with grant funding applications being submitted once engineering estimates are completed.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.70.594.76.6300	gen26xx
Pre-Design /Feasibility		
Engineering Services		\$50,000
Machinery & Equipment		
Construction Services		\$400,000
Subtotal:		\$450,000
Contingency Fees		
TOTAL:		\$450,000

FUND 001.70—PARKS

Catalina Park Improvements

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY 2026

Engineering/Design: FY 2026-2027

Purchase/Construction: FY 2026-2027

Estimated Completion: FY 2027



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
REET 2	-		\$150,000					\$150,000
RCO Grants-unsecured	-			\$300,000				\$300,000
TOTAL REQUESTED FUNDS:	-		\$150,000	\$300,000				\$450,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Renovation of Ridgehaven Park and amenities to include an interactive, fun, themed play environment, and picnic areas.

PROJECT NEED: The playground equipment at Ridgehaven Park was removed due to the unsafe and deteriorated condition of the equipment. A new playground needs to be installed and improvements to the rest of the existing park will be constructed to match the new facilities.

DEVELOPMENT PLAN & STATUS: Landscape design RFP will go out in 2027 with grant funding applications being submitted once engineering estimates are completed.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.70.594.76.6400	gen27xx
Engineering Services		\$ 90,000
Other Professional Services		\$ -
Machinery & Equipment		\$300,000
Construction Services		\$450,000
Subtotal:		\$ 840,000
Contingency Fees		\$60,000
TOTAL:		\$ 900,000

FUND 001.70 PARKS

Ridgehaven Park Renovation

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2027

Purchase/Construction: FY 2027

Estimated Completion: FY 2027



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	TOTAL
REET 1 (311)	-			\$150,000				\$150,000
REET 2 (312)	-			\$150,000				\$150,000
RCO Grants-unsecured				\$600,000				\$600,000
TOTAL REQUESTED FUNDS:	-			\$900,000				\$900,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Replacement of pilings for the Flintstone Park Pier.

PROJECT NEED: The Flintstone Park Pier and attached dock are used for the hydroplane races, fishing, crabbing, and non-motorized vessel docking. The pilings supporting the Flintstone Pier that the dock attaches to has been inspected and engineers estimate about a five (5) year useful life left on some of the pilings. Permitting will take anywhere from approximately 18 months with costs estimated at approximately \$15,000 per piling for installation, not including any mitigation credits that may be required.

DEVELOPMENT PLAN & STATUS: Pile inspections have been completed by Moffit & Nichol. Permitting will be submitted in 2026-2027 with replacement work anticipated in 2028-2029 depending on mitigation credit project costs.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.70.594.76.6300	gen27xx
Engineering Services		\$ 22,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services		\$73,000
Subtotal:		\$95,000
Contingency Fees		\$ -
TOTAL:		\$ 95,000

FUND 001.70 PARKS

Flintstone Park Pier

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2027

Purchase/Construction: FY 2027-2028

Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
REET 2 (312)	-			\$22,000	\$73,000			\$95,000
TOTAL REQUESTED FUNDS:	-			\$22,000	\$73,000			\$95,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The program will include an Urban Forestry Management Plan (UFMP), Green Careers promotion through a Full-Time Arborist Apprenticeship and Seasonal Internships, and a series of Forestry Projects to improve access to green spaces, increase and beautify the urban canopy, and other forestry resiliency projects that will be informed by the Forestry Management Plan over the five (5) year life of the grant 2024-2028.

PROJECT NEED: Oak Harbor is a designated Tree City USA and the project will gather all data regarding the current state of Oak Harbor's urban forests. It will provide a comprehensive vision for short and long term resiliency of the City's forests which does not currently exist. The UFMP will be the basis for policy and program decisions for the new Parks & Recreation Department as urban forests continue to face threats from development, climate change, storms, disease and pests. It will educate community members and leadership about the importance of a healthy tree canopy in urban areas. This project aligns with and will directly support Washington State's Forest Action Plan.

DEVELOPMENT PLAN & STATUS: The City was awarded a Forest Service Urban and Community Forestry Management Program Grant for \$1,680,140 in 2024. Grant supported staff hired 2024. Urban Forestry Management Plan 2024-2025. Resiliency Projects 2024-2028.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.70.576.80.xxxx	gen2402
Engineering/Design Services 576.80.4100	gen2402.des.053	\$75,000
Staff/Train & Operating Costs 576.80.1100/2100/3xxx/4x00	gen2402.xxx.xxx	\$611,840
Machinery & Equipment 594.76.6400	gen2402.mac.xxx	\$300,000
Construction Services 594.76.6300	gen2402.con.xxx	\$693,300
Subtotal:		\$1,680,140
Contingency Fees		\$ -
TOTAL:		\$1,680,140

FUND 001.70—PARKS

Urban Forestry Management Plan

ESTIMATED PROJECT & PURCHASE TIMELINE
Engineering/Design: FY 2024
Purchase/Construction: FY 2024-2028
Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
USDA FSIRA FG - Secured	\$70,017	\$330,123	\$320,000	\$320,000	\$320,000	\$320,000			\$1,280,000
Project BFB			\$330,123						\$330,123
TOTAL REQUESTED FUNDS:	\$70,017		\$650,123	\$320,000	\$320,000	\$320,000			\$1,610,123

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Renovation of Sumner Park and amenities to include an interactive, fun, themed play environment, picnic areas, and refurbishing of the tennis courts.

PROJECT NEED: Replacement of the existing playground equipment at Sumner Park that is over 30 years old and deteriorated, with a new playground and accessible access. Improvements to the rest of the existing park will be constructed to match the new facilities. Improvements to the parking lot and resurfacing of the tennis courts. Installation of a drinking fountain and safety fencing.

DEVELOPMENT PLAN & STATUS: Landscape design RFP will go out in 2028 with grant funding applications being submitted once engineering estimates are completed.

COST & FINANCING DATA:

COST ASSUMPTIONS	001.70.594.76.6400	gen28xx
Engineering Services		\$90,000
Other Professional Services		\$ -
Machinery & Equipment		\$300,000
Construction Services		\$450,000
Subtotal:		\$ 840,000
Contingency Fees		\$ 60,000
TOTAL:		\$900,000

FUND 001.70 PARKS

Sumner Park Renovation

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2028

Purchase/Construction: FY 2028

Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	TOTAL
REET 1 (311)					\$150,000			\$150,000
REET 2 (312)					\$150,000			\$150,000
RCO Grant—unsecured					\$600,000			\$600,000
TOTAL REQUESTED FUNDS:					\$900,000			\$900,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Refurbish Skate Park surface and remove excess graffiti at the skate park located in Volunteer Park.

PROJECT NEED: Volunteer Skate Park must be resurfaced to remove graffiti and safety issues. Will meet six (6) year comprehensive Park Plan goals.

DEVELOPMENT PLAN & STATUS: Project to be completed in 2027.

COST & FINANCING DATA: The proposed funding comes from REET.

FUND 001.70 PARKS

Volunteer Park Skate Park Renovation

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2027

Purchase/Construction: FY 2027

Estimated Completion: FY 2027



COST ASSUMPTIONS	001.70.594.76.6400	
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ 65,000
Construction Services		\$ -
Subtotal:		\$ 65,000
Contingency Fees		\$ 3,250
TOTAL:		\$ 68,250

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
REET 1 (311)				\$34,125				\$34,125
REET 2 (312)				\$34,125				\$34,125
	ON HOLD 2024							
TOTAL REQUESTED FUNDS:				\$68,250				\$68,250

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Planning for a regional park to support recreational needs of the community and construction of additional recreational facilities.

PROJECT NEED: The regional park is necessary to meet the communities needs for sports fields. Approximately 1,800 children participate in outdoor sports. Many of the existing sports fields are on school district property which the school district could decide to use for their own needs.

DEVELOPMENT PLAN & STATUS: Grant applications for future funding are forthcoming. A preliminary master plan was developed for a regional park. However, the estimated cost for the development of the plan, that included access roadway improvements by the County were approximately \$60.7 million. Additional planning and consideration of site selection is currently being conducted.

COST & FINANCING DATA: The project will be funded by a combination of grants, REET, Impact Fees, and donations.

FUND 007.70—PARKS CAPITAL

Park Plan Implementation

ESTIMATED PROJECT & PURCHASE TIMELINE
 Engineering/Design: FY 2021-2022
 Purchase/Construction: FY 2023-2027
 Estimated Completion: FY 2027



COST ASSUMPTIONS	007.70.594.76.6300	gen1901
Engineering/Design Services	gen1901.des.053	\$ 175,000
Land Purchase	Land has been capitalized	
Machinery & Equipment	gen1901.mac.049	
Construction Services	gen1901.con.171	\$5,108,000
Subtotal:		\$5,283,000
Contingency Fees		\$ -
TOTAL:		\$5,283,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
REET 1/2	\$123,752	\$300,449			\$885,000				\$885,000
Park Impact Fees	\$67,025	\$72,546	ON HOLD 2022						
Grant Funding—unsecured, funding To Be Determined	-				\$3,795,801				\$3,795,801
General Fund	\$26,443	\$11,984							
Project BFB	-		\$384,979						\$384,979
TOTAL REQUESTED FUNDS:	\$217,220		\$384,979		\$4,680,801				\$5,065,780

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Purchase of an emergency generator for The Center.

PROJECT NEED:

The Center is used as an emergency center and relocation site during emergencies and there is a need to keep the facility open and operational for community support. Staff is exploring sharing a generator with the Fire Department, which is next to them. The Fire Department generator is up for replacement and can be resized to power both locations.

DEVELOPMENT PLAN & STATUS: Competitive bidding in 2024 and installation will be done in 2025.

COST & FINANCING DATA: Council Priority Project funding.

FUND 001.71—PARK/REC

The Center Generator

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2024-2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	001.71.594.75.6400	snr2202
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	snr2202.mac.049	\$ 60,000
Construction Services		\$ -
Subtotal:		\$ 60,000
Contingency Fees		\$ -
TOTAL:		\$ 60,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Council Priority Project (2022)	-	\$60,000						\$60,000
TOTAL REQUESTED FUNDS:	-	\$60,000						\$60,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Grading and renovation of the parking lot servicing The Center, the leased modular building, the district's Pool, and the elementary school.

PROJECT NEED: The current parking lot is not in line with current the Americans with Disabilities Act (ADA) guidelines. This has resulted in incidents, falls and injuries. A needs assessment is requested to identify and correct key areas to update for safety. An expansion of the existing lot is also needed.

DEVELOPMENT PLAN & STATUS: Rep. Larsen is supporting this project with \$200k. Planning and additional grant funding applications will be submitting in 2025.

COST & FINANCING DATA: The funding has not been secured at this time.

FUND 001.71—PARK/REC

The Center Parking Lot Accessibility Improvements

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2024-2026

Estimated Completion: FY 2026



COST ASSUMPTIONS	001.71.594.75.6300	snr2401
Engineering Services		\$50,000-
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services		\$400,000
Subtotal:		\$450,000
Contingency Fees		\$ -
TOTAL:		\$450,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
CLP-Unsecured	-	\$250,000						\$250,000
Grant Funding—unsecured, funding To Be Determined		\$200,000						\$200,000
TOTAL REQUESTED FUNDS:	-	\$450,000						\$450,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: A Feasibility Study exploring the viability, planning and construction of a recreation center. The Study will include a Market Analysis, Citizen Participation Plan, Programming, Site Analysis, Conceptual Layout and Design, Operations Analysis, Economic Impact Projections, Project Capital Cost Estimate, Partnerships, and Project Funding Analysis in the final report.

PROJECT NEED: The construction of indoor recreational facilities is one of Council's Priorities and the most requested amenity requested by city residents. The City of Oak Harbor Parks and Recreation Department received notice on March 7, 2024 that its request for a Recreation Center Feasibility Study was funded through the Washington State Legislature Supplemental Capital Budget. The request was sponsored by Representative Clive Shavers with the support of Representative Dave Paul. The City will receive \$200,000 starting in July 1, 2024 to conduct the feasibility study.

DEVELOPMENT PLAN & STATUS: Rep. Shavers is supporting this project with \$200k from the Washington Department of Commerce. Required documentation was submitted in July 2024 with agreements and funding availability by end of summer 2024. RFP for the study will go out Fall 2024 with work to be completed in 2025.

COST & FINANCING DATA: Costs will be added for ongoing repair, maintenance, and replacement.

FUND 001.71—PARK/REC

Recreation Facility Feasibility Study

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	001.71.575.50.4100	snr2502
Pre-design/Feasibility Study	snr2502.pre.001	\$ 200,000
Machinery & Equipment		\$ -
Construction Services		\$ -
Subtotal:		\$ 200,000
Contingency Fees		\$ -
TOTAL:		\$200,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
DOC– Leg. Direct funds-secured	-		\$194,000						\$194,000
General fund			\$4,773						\$4,773
Donation		\$1,227							
Project BFB			\$1,227						\$1,227
TOTAL REQUESTED FUNDS:	-		\$200,000						\$200,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will develop a county-wide Comprehensive Safety Action Plan, funded by a federal Safe Streets for All (SS4A) grant.

PROJECT NEED: The City of Oak Harbor is a joint-participant in an Island County Comprehensive Safety Action Plan funded by a federal Safe Streets for All (SS4A) grant. The county-wide safety action plan with specific sub-plans for each community, including Oak Harbor. Once this plan is adopted by City Council, the City can apply for SS4A implementation grants, which have \$3 billion remaining funds nationally through 2026.

The plan will identify locations that need safety improvements based on historical data, and will allow for grant support as part of the Safe Streets implementation project.

DEVELOPMENT PLAN & STATUS: The plan development is underway and expected to be completed and brought to City Council for adoption in the first half of 2025.

COST & FINANCING DATA: .

COST ASSUMPTIONS	101.00.544.40.4100	str2301
Pre-Design/Feasibility	str2301.pre.053	\$30,240
Engineering/Design Services		\$0
Land		\$0
Machinery & Equipment		\$0
Construction Services		\$0
Subtotal:		\$30,240
Contingency Fees		\$ -
TOTAL:		\$30,240

FUND 101—STREETS

Safe Streets Study (80/20 match)

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2024-2025

Purchase/Construction: FY

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Streets 101	-	\$30,240							
Project BFB			\$30,240						\$30,240
TOTAL REQUESTED FUNDS:	-		\$30,240						\$30,240

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will develop a new Transportation Comprehensive Plan for the City's street network.

PROJECT NEED: The City's last transportation comprehensive plan was completed in 2016. A new plan is needed. The State's Growth Management Act of 1990 requires communities to prepare a transportation plan that ties directly to the City's land use decisions and financial planning. Given that SR20 is a major transportation corridor that travels through Oak Harbor, this plan will include coordination with the Washington State Department of Transportation (WSDOT) to ensure that these state facilities can adequately serve the region's needs. The Oak Harbor's Transportation Plan will direct projects to provide a safe, balanced, and efficient multi-modal transportation system that is consistent with the City's vision and adequately serves anticipated growth. This plan will be influenced by the city growth as defined in the City's 2025 Comprehensive Plan.

DEVELOPMENT PLAN & STATUS: The plan development is to begin in 2025 and expected to take 12 months.

COST & FINANCING DATA:

COST ASSUMPTIONS	101.00.542.64.4100	str2501
Pre-Design/Feasibility		\$0
Engineering/Design Services	str2501.des.053	\$150,000
Machinery & Equipment		\$0
Construction Services		\$0
Subtotal:		\$150,000
Contingency Fees		\$30,000
TOTAL:		\$180,000

FUND 101—STREETS

Transportation Comprehensive Plan

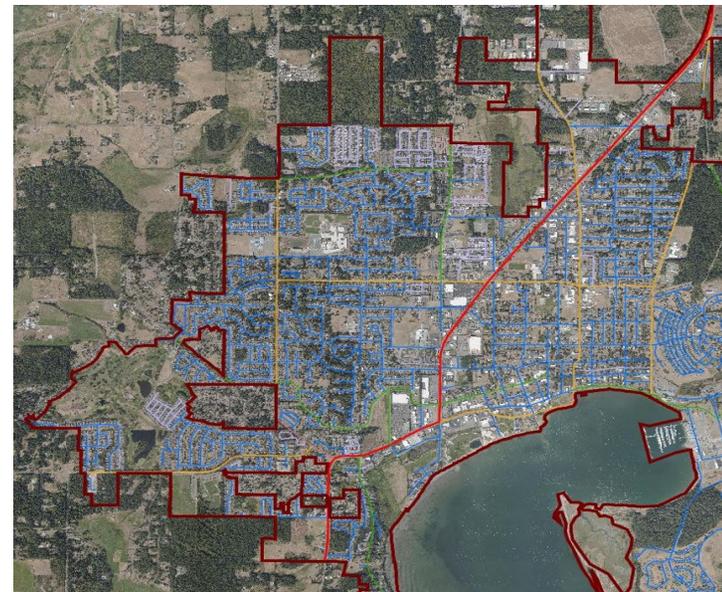
ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Streets 101	-		\$180,000						\$180,000
TOTAL REQUESTED FUNDS:	-		\$180,000						\$180,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Concrete sidewalk ramps along Whidbey Avenue from Jib Street to Kettle Street that do not meet current Americans with Disabilities Act (ADA) standards will be replaced.

PROJECT NEED: Whidbey Avenue has received overlays over the last several years. These overlays require an analysis of the concrete sidewalk ramps to see if they meet current ADA standards and staff has determined approximately twenty ramps are sub-standard. This project will reconstruct those ramps so they meet current ADA standards to keep the City in compliance with federal requirements. Replacing this number of ramps in one project will achieve an economy of scale.

DEVELOPMENT PLAN & STATUS: Construction is expected to begin in 2025 and anticipated to take three months.

COST & FINANCING DATA:

COST ASSUMPTIONS	102.00.595.61.6300	str2502
Pre-Design/Feasibility		\$0
Engineering/Design Services		\$0
Machinery & Equipment		\$0
Construction Services	str2502.con.171	\$100,000
Subtotal:		\$100,000
Contingency Fees		\$20,000
TOTAL:		\$120,000

FUND 102—STREETS CAPITAL

Whidbey Ave ADA Ramp Replacements

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
REET 2	-		\$120,000						\$120,000
TOTAL REQUESTED FUNDS:	-		\$120,000						\$120,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project would be a combined effort from Streets, Water, Sewer, and Storm Drain to replace our infrastructure from Flintstone Park to east of Regatta Drive that is protected by the current rock seawall.

PROJECT NEED: City is pursuing grant funding to study the shoreline and allowed long-term environmental solutions and alternatives when seawall has failures. City's water, sewer, storm, and other utilities at risk, as well as portions of existing roadways.

DEVELOPMENT PLAN & STATUS: A Feasibility analysis is needed. The construction timeframe is unknown at this time.

COST & FINANCING DATA: This project will be fully funded by a combination Streets & REET 1/2, Water, Wastewater, & Storm Drain Funds.

FUND 102—STREETS CAPITAL

Shoreline Restoration of Rock Seawall

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY 2019-2026

Engineering/Design: FY 2019-2026

Purchase/Construction: FY 2022-2026

Estimated Completion: FY 2026

COST ASSUMPTIONS (2019-2024)	102.00.595.31.6300	str1902
Pre-Design/Feasibility Services	str1902.pre.001	\$200,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	str1902.con.171	\$1,800,000
Subtotal:		\$2,000,000
Contingency Fees		\$ -
TOTAL:		\$2,000,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Street Operations/REET	\$925	\$349,075	\$75,000	\$75,000					\$150,000
Water Operations	-	\$350,000	\$75,000	\$75,000					\$150,000
Wastewater Operations	-	\$350,000	\$75,000	\$75,000					\$150,000
Storm Drain Operations	-	\$350,000	\$75,000	\$75,000					\$150,000
Project BFB			\$1,399,075						\$1,399,075
TOTAL REQUESTED FUNDS:	\$925		\$1,699,075	\$300,000					\$1,999,075

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The Serendipity Lane Improvement project was completed in 2024. A crossing at SE Bayshore Drive and Serendipity Lane was identified, but not included in the project scope due to funding. This project will construct an enhanced mid-block crossing that may include concrete bump-outs, rectangular rapid flashing beacons, storm drain work, signage and striping.

PROJECT NEED: Identified need to provide a safe pedestrian connection from the improved Serendipity Lane across SE Bayshore Drive to the City's Waterfront Trail.

DEVELOPMENT PLAN & STATUS: The design could begin in 2026 with construction taking up to three months.

FUND 102—STREETS CAPITAL

Serendipity Lane Mid-Block Crossing

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2026

Purchase/Construction: FY 2026

Estimated Completion: FY 2026

COST & FINANCING DATA:

COST ASSUMPTIONS	102.00.595.64.6300	str2601
Pre-Design/Feasibility		\$0
Engineering/Design Services	str2601.des.053	\$10,000
Machinery & Equipment		\$0
Construction Services		\$50,000
Subtotal:		\$60,000
Contingency Fees		\$12,000
TOTAL:		\$72,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Transportation Impact Fees	-			\$72,000					\$72,000
REET 2 (if needed)									
TOTAL REQUESTED FUNDS:	-			\$72,000					\$72,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Maintenance of City streets, including reconstruction, overlays, chip seals, crack-sealing, pothole repair, and other street improvements.

PROJECT NEED: The City owns and maintains approximately 150 miles of streets, which need frequent maintenance to extend their life. The 2018 StreetSaver Pavement Management System Implementation recommends clearing the \$3,000,000 of deferred maintenance and allotting \$500,000 annually to ongoing maintenance. This is increased biennially to account for increasing construction costs.

Staff is approaching the State Transportation Improvement Board (TIB) for the Arterial Preservation Program grant. There is a local match of 15%. Swantown Avenue appears to be a competitive candidate.

DEVELOPMENT PLAN & STATUS: This project is for annual maintenance activities with most work occurring during the dry season.

COST & FINANCING DATA: Annual project will be funded by a combination of REET 1 & 2 and Street Operation funds. 2025/2026 Unsecured TIB Grants.

COST ASSUMPTIONS (2019-2026)	102.00.595.31.6300	str##02
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	str##02.mac.049	\$260,000
Construction Services	str##02.con.171	\$4,026,352
Subtotal:		\$4,286,352
Contingency Fees		\$ -
TOTAL:		\$4,286,352

FUND 102—STREETS CAPITAL

Annual Street Improvements

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2023-2030

Estimated Completion: FY 2030



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	Spent 2024	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Street Operations		\$560,854	\$87,100	\$112,500	\$400,000	\$400,000	\$400,000	\$400,000	\$1,799,600
REET 2		\$528,143			\$200,000	\$250,000	\$250,000	\$300,000	\$1,000,000
Arterials		\$162,055							
TIB grant-unsecured			\$348,200						\$348,200
Project BFB			\$1,251,052						\$1,251,052
TOTAL REQUESTED FUNDS:	-		\$1,686,352	\$112,500	\$600,000	\$650,000	\$650,000	\$700,000	\$4,398,852

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This is an implementation project taking a holistic approach to roadway safety efforts, based on what we have learned from our Street Traffic Calming Projects and our Safe Streets for All (SS4A) Comprehensive Safety Action Plan. Safety improvements will be made in a city-wide targeted approach based on data to provide that greatest cost/benefit.

PROJECT NEED: The implementation project will follow the City's adoption of the Comprehensive Safety Action Plan. The City can then apply for SS4A implementation grants, which have \$3 billion remaining funds nationally through 2026. The intent is to utilize these funds with a data-driven targeted approach to have the greatest impact to reduce traffic deaths and serious injuries. The Washington State Safety Commission reports that in Washington State in 2023 there were 810 traffic deaths, a 10% increase from 2022, and the largest number of traffic deaths since 1990. 2023 experienced the highest number of pedestrian and motorcyclist deaths on record. Typical SS4S implementation grant requests range from \$2.5 million to \$25 million. If grant funds are not secured, local funds will be used for implementation projects.

DEVELOPMENT PLAN & STATUS: This project is driven by the Safe Streets Study (Comprehensive Safety Action Plan), this project will need a design phase followed by construction/implementation. This timeline will be driven by the type and scale of the project selected from the Comprehensive Safety Action Plan.

COST & FINANCING DATA:

COST ASSUMPTIONS	102.00.595.30.6300	str2302
Pre-Design/Feasibility		\$0
Engineering/Design Services	str2302.des.053	\$530,000
Land		\$0
Machinery & Equipment		\$135,000
Construction Services	str2302.con.171	\$4,600,000
Subtotal:		\$5,065,000
Contingency Fees		\$250,000
TOTAL:		\$5,515,000

FUND 102—STREETS CAPITAL

Safe Streets Implementation

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2023-2030

Purchase/Construction: FY 2023-2030

Estimated Completion: FY 2030



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Reet 2	\$52,389	\$62,611	\$100,000	\$100,000	\$900,000	\$100,000	\$100,000	\$100,000	\$1,400,000
Fed SS4A Grant-Unsecured				\$400,000	\$3,600,000				\$4,000,000
Project BFB			\$62,611						\$62,611
TOTAL REQUESTED FUNDS:	\$52,389		\$162,611	\$500,000	\$4,500,000	\$100,000	\$100,000	\$100,000	\$5,462,611

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will apply a maintenance overlay to NW Heller Street from Whidbey Avenue to Crosby Avenue and provide necessary sidewalk/crosswalk improvements.

PROJECT NEED: NW Heller Street from Whidbey Ave to Crosby Ave is a highly traffic minor arterial. Significant school bus traffic impacts this road as the Oak Harbor High School and Hillcrest Elementary abut this roadway segment. Sidewalk and crosswalk improvements are likely required to meet Americans with Disabilities Act (ADA) requirements.

DEVELOPMENT PLAN & STATUS: The design is anticipated to begin in 2027 with construction to occur in 2028 and expected to take three months.

COST & FINANCING DATA: The City has secured a federal Surface Transportation Block Grant (STBG) in the amount of \$298,000 requiring a 13.5% local match.

FUND 103—ARTERIALS CAPITAL

NW Heller Street Overlay

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2026-2027

Purchase/Construction: FY 2026-2028

Estimated Completion: FY 2028

COST ASSUMPTIONS	103.00.595.30.6300	art2201
Engineering Services	art2201.des.053	\$27,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	art2201.con.171	\$380,000
Subtotal:		\$407,000
Contingency Fees		\$76,000
TOTAL:		\$483,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB –memo	FY 2025	FY2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
IRTPO Grant-secured	-				\$23,355	\$274,645			\$298,000
Streets						\$113,187			\$113,187
Arterials	-	\$71,813							
Project BFB					\$71,813				\$71,813
TOTAL REQUESTED FUNDS:	-				\$95,168	\$387,832			\$483,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Water main replacement and other utility upgrades. Roadway improvement to include street reconstruction and restriping the road for multi-modal improvements.

PROJECT NEED: Known Asbestos Cement (AC) water main in need of replacement and road has already reached the end of its life. Other utilities including sewer and storm will need adjustments and/or replacements as well. The roadway segment has been identified in the City's Active Transportation Plan to add bicycle facilities.

DEVELOPMENT PLAN & STATUS: The design and scope is to be guided by the City's 2025 Comprehensive Plan. The design is expected to occur in 2027 and construction in 2028 with a timeframe dependent upon the scale of work.

COST & FINANCING DATA:

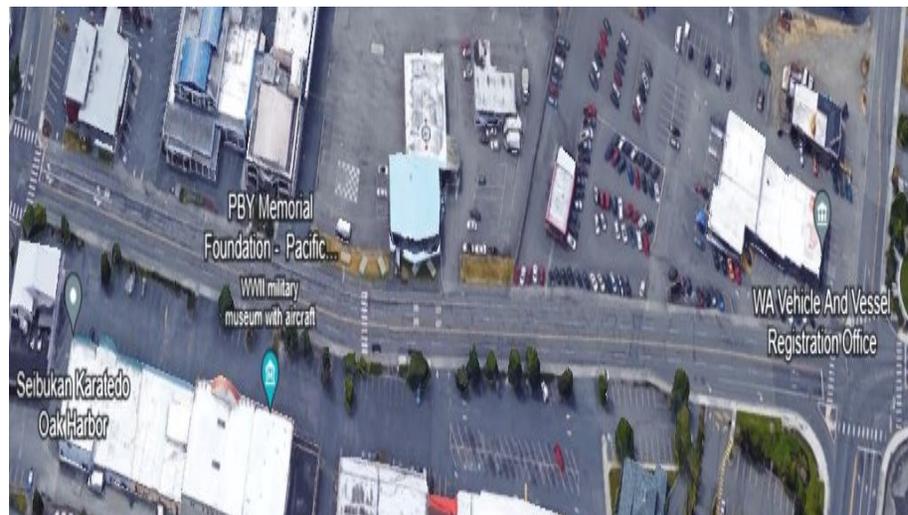
A Transportation Improvement Board grant or other similar grant programs will be needed to fund this project. Grant UNSECURED.

COST ASSUMPTIONS	103.00.595.30.6300	art27xx
Engineering Services		\$235,000
Right of Way Acquisition		\$ -
Machinery & Equipment		\$ -
Construction Services		\$2,350,000
Subtotal:		\$2,585,000
Contingency Fees		\$470,000
TOTAL:		\$3,055,000

FUND 103—ARTERIALS CAPITAL

Pioneer Way-SR20 to City Beach Street

ESTIMATED PROJECT & PURCHASE TIMELINE
Pre-Design: FY
Engineering/Design: FY 2026-2027
Purchase/Construction: FY 2026-2028
Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Streets	-			\$31,725	\$380,700			\$412,425
Grant Funding—unsecured, funding To Be Determined				\$203,275	\$2,439,300			\$2,642,575
TOTAL REQUESTED FUNDS:	-			\$235,000	\$2,820,000			\$3,055,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will provide pavement preservation, Americans with Disabilities Act (ADA) improvements, and re-striping of Midway Boulevard from a four (4)-lane roadway to a three (3)-lane roadway with bike facilities.

PROJECT NEED: In the 2016 Transportation Element of the Comprehensive Plan, a "roadway diet" for Midway Boulevard was identified as the 2nd highest priority roadway project as part of the public process. The project includes pavement preservation, converting the existing four-lane undivided roadway segment between Pioneer Way and NE 7th Avenue to a three-lane segment consisting of two travel lanes, center left-turn lane, and bike facilities. Sidewalk and crosswalk improvements will likely be needed to meet ADA standards.

DEVELOPMENT PLAN & STATUS: The design is expected to occur in 2028 followed by construction in 2029 which is anticipated to take six months.

COST & FINANCING DATA: The City has secured a federal Surface Transportation Block Grant (STBG) in the amount of \$950,000 requiring a 13.5% local match. With rising construction costs additional funding will be needed from both the arterial fund and unsecured grant(s).

COST ASSUMPTIONS	103.00.595.30.6300	art28xx
Engineering Services		\$98,000
Right of Way Acquisition		\$ -
Machinery & Equipment		\$ -
Construction Services		\$1,400,000
Subtotal:		\$1,498,000
Contingency Fees		\$280,000
TOTAL:		\$1,778,000

FUND 103—ARTERIALS CAPITAL

Midway Blvd Improvements

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2028

Purchase/Construction: FY 2028-2029

Estimated Completion: FY 2029



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							6 YR TOTAL
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Streets	-				\$13,230	\$226,800		\$240,030
STBG/IRTPO Grant-secured					\$84,770	\$865,230		\$950,000
Grant Funding—unsecured, funding To Be Determined						\$587,970		\$587,970
TOTAL REQUESTED FUNDS:	-				\$98,000	\$1,680,000		\$1,778,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The 2015 Connecting Washington funding package invests approximately \$30 million into highway improvements on State Route 20 (SR20) in Oak Harbor, Washington (Project ID No L2000169). The project’s identified deficiency is that future growth anticipates intersection failure by 2025. WSDOT's project name is "Connecting Washington Investments: SR20/Oak Harbor to Swantown Roundabout"

PROJECT NEED: As WSDOT develops this \$30,000,000 intersection improvement project on SR20 from Swantown Avenue to the vicinity of Oak Harbor Road, the City will likely be required to relocate city-owned utilities to accommodate the intersection improvements. These utilities include water main, sewer mains, and storm lines. WSDOT has yet to begin design of this project so the impacts to utilities are unknown at this time. City street improvements in the project vicinity may be needed as well. A scoping-level approximate cost allocation is provided at this time.

DEVELOPMENT PLAN & STATUS: This has a WSDOT driven schedule as part of their SR20/Oak Harbor to Swantown Roundabout project, with a funding timeline of 2026-2031. The construction duration is unknown at this time.

COST & FINANCING DATA:

COST ASSUMPTIONS	103.00.595.30.6300	art28xx
Engineering Services		\$150,000
Right of Way Acquisition		\$ -
Machinery & Equipment		\$ -
Construction Services		\$1,500,000
Subtotal:		\$1,650,000
Contingency Fees		\$300,000
TOTAL:		\$1,950,000

FUND 103—ARTERIALS CAPITAL

SR20-Swantown Ave Vicinity Roundabouts

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY 2026-2028
 Purchase/Construction: FY 2026-2029
 Estimated Completion: FY 2029



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Streets	-				\$150,000	\$1,800,000		\$1,950,000
TOTAL REQUESTED FUNDS:	-				\$150,000	\$1,800,000		\$1,950,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Roadway improvements including sidewalks, bicycle facilities, and roadway resurfacing. Grades likely will necessitate retaining walls.

PROJECT NEED: This project is necessary because there are gaps in the sidewalks and there are no bicycle facilities on a known route to school. Additionally, the roadway is reaching its life and has been identified as a candidate for replacement. A retaining wall and other utility improvements are likely needed.

DEVELOPMENT PLAN & STATUS: The design is expected in 2029 followed by construction in 2030 with is anticipated to take six (6) months.

COST & FINANCING DATA: A "Safe Routes to School" grant or other similar grant will be needed to fund this project. Grant-UNSECURED

FUND 103—ARTERIALS CAPITAL

West Whidbey Ave-Heller to Jib

ESTIMATED PROJECT & PURCHASE TIMELINE

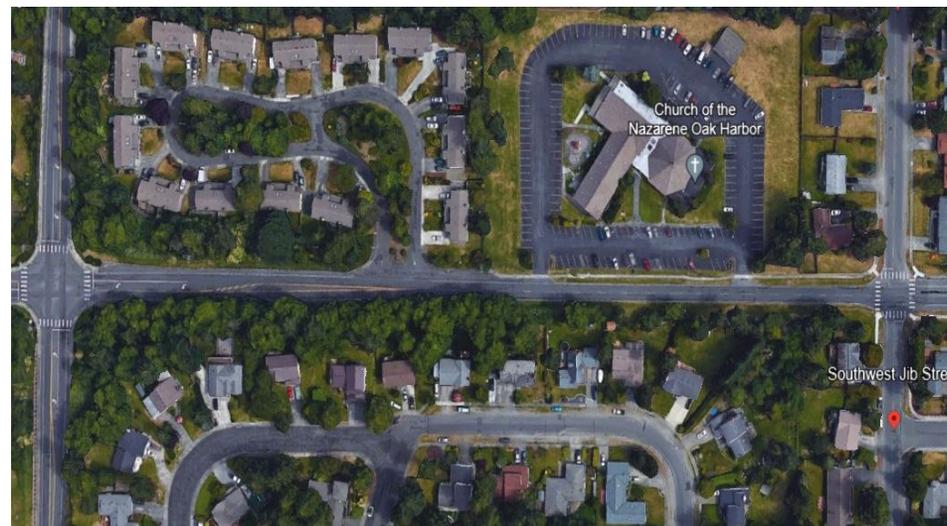
Pre-Design: FY

Engineering/Design: FY 2029

Purchase/Construction: FY 2029-2030

Estimated Completion: FY 2030

COST ASSUMPTIONS	103.00.595.30.6300	art29xx
Engineering Services		\$125,000
Right of Way Acquisition		\$ -
Machinery & Equipment		\$ -
Construction Services		\$1,250,000
Subtotal:		\$1,375,000
Contingency Fees		\$250,000
TOTAL:		\$1,625,000



-REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Streets						\$16,875	\$202,500	\$219,375
Grant Funding—unsecured, funding To Be Determined						\$108,125	\$1,297,500	\$1,405,625
TOTAL REQUESTED FUNDS:	-					\$125,000	\$1,500,000	\$1,625,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Pedestrian and safety improvements, including providing crossings on State Route 20 (SR20), improved access to transit and traffic calming treatments. Work may include construction of roundabouts at the intersections and speed limits reductions to promote a safe transition from rural highway to an urban setting.

PROJECT NEED: The City will and is experiencing continued residential development in the southwest quadrant. Traffic volumes and demands at the SR20 intersections of SW Eagle Vista Ave and SW 24th Ave will increase. Improvements will be necessary to promote a safe transition from rural highway to an urban setting. SR20 is a WSDOT owned facility and will require partnering and permitting from them. This project is compatible with WSDOT's "Connecting Washington Investments: SR20/Oak Harbor to Swantown Roundabout" project.

DEVELOPMENT PLAN & STATUS: The design is expected in 2029, followed by construction in 2030 and anticipated to take six months.

COST & FINANCING DATA: Grants are UNSECURED.

COST ASSUMPTIONS	103.00.595.30.6300	art29xx
Engineering Services		\$1,000,000
Right of Way Acquisition		\$ -
Machinery & Equipment		\$ -
Construction Services		\$4,000,000
Subtotal:		\$5,000,000
Contingency Fees		\$ 400,000
TOTAL:		\$5,400,000

FUND 103—ARTERIALS CAPITAL

SR20-SW Eagle Vista Ave to SW 24th Ave

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY 2029
 Purchase/Construction: FY 2029-2030
 Estimated Completion: FY 2030



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS							
	SPENT TO DATE	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Streets						\$135,000	\$594,000	\$729,000
Grant Funding—unsecured, funding To Be Determined						\$865,000	\$3,806,000	\$4,671,000
TOTAL REQUESTED FUNDS:	-					\$1,000,000	\$4,400,000	\$5,400,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This ongoing local sales tax funded project provides pavement preservation including reconstruction, overlay, and chip seals.

PROJECT NEED: The 2018 StreetSaver Pavement Preservation report identified that the City has over \$3,000,000 in deferred roadway maintenance and additional revenue streams would be needed maintain our streets. In 2019 the citizens of Oak Harbor the City of Oak Harbor's first Transportation Benefit District (TBD), imposing a sales and use tax of two-tenths of one percent (0.2%) to be used for pavement preservation of city-owned streets. The revenue generated has averaged \$1,100,000 annually, with a projected increase of 3%/year. The City has delivered an average of \$735,000 in TBD pavement preservation annually. The TBD is in place for 10 years, set to expire in 2029, and then must be go to a vote of people for continuance of another 10 years. Therefore, the revenue in 2030 is shown as \$0.

DEVELOPMENT PLAN & STATUS: Annual projects in which design occurs the year prior to construction and construction typically takes three months.

2025 –SW Lopez Drive damage due to washout, roadway reconstruction needed to be completed with Lopez Drive-Water main replacement.

2026-SE 4th Ave between Midway Blvd & SE Glencoe St and SE Glencoe St between 4th & E Whidbey Ave to be completed with SE 4th Ave & Glencoe water project.

FUND 108—TBD CAPITAL

Transportation Benefit District (TBD) Overlays

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2021-2029

Purchase/Construction: FY 2021-2029

Estimated Completion: FY 2029



COST & FINANCING DATA: The project will be funded by TBD funds.

COST ASSUMPTIONS	108.00.595.31.6300	tbd##01
Engineering Services		\$70,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	tbd##01.con.024	\$5,300,887
Subtotal:		\$5,370,887
Contingency Fees		\$799,700
TOTAL:		\$6,170,587

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	Spent 2024	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
TBD Funds (Fund 107)	-		\$900,000	\$900,000	\$900,000	\$900,000	\$900,000	-	\$4,500,000
Unspent 2021/2022		\$770,587							
Unspent 2024		\$900,000							
Project BFB			\$1,670,587						\$1,670,587
TOTAL REQUESTED FUNDS:	-	More avail	\$2,570,587	\$900,000	\$900,000	\$900,000	\$900,000	-	\$6,170,587

**Spent to Date is posted amounts through 08/20/24*

PROJECT DESCRIPTION: Oak Harbor will install the first all-inclusive play environment on Whidbey Island. The play environment will include exciting and fun adaptive and all-inclusive equipment, numerous sensory stations, pour-n-play surface, inclusive apparatus layout and an inviting, fun theme. The playground will be ADA-compliant, landscaped, furnished with areas offering shade and comfort. The 12,000-16,000 sq. ft. playground will be located next to other park amenities at Windjammer Park.

PROJECT NEED: Oak Harbor has higher than average number of families with children with disabilities. Oak Harbor School District reports 20 percent of its students have a disability. The national average is 15 percent. Naval Air Station Whidbey Island (NASWI) is designated as an Exceptional Family Base, meaning it is specially equipped to support families with children with disabilities. Currently, the closest all-inclusive playground is over 65 miles away.

DEVELOPMENT PLAN & STATUS: Preliminary designs have been put together by Allplay Systems and staff have submitted a RCO grant funding application with notice of award in Fall of 2024. Engineering design and construction is anticipated in 2025 if funding is awarded.

COST & FINANCING DATA: The equipment will be funded by REET 1/2, Park Impact fees, Grants, and the General Fund.

COST ASSUMPTIONS	325.10.594.76.6300	eng2501
Engineering/Design Services	eng2501.des.053	\$150,000
Machinery & Equipment		\$ -
Construction Services	eng2501.con.xxx	\$1,200,000
Subtotal:		\$1,350,000
Contingency Fees		\$ 50,000
TOTAL:		\$1,400,000

FUND 325—WINDJAMMER PARK

Inclusive Playground

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Grant Funding—unsecured, funding To Be Determined	-			\$700,000					\$700,000
Community Donations				\$150,000					\$150,000
In Kind Material Donations				\$150,000					\$150,000
From WJP imp—127 Park Impact		\$250,000							
From WJP imp -REET1		\$50,000							
From WJP imp -REET2		\$100,000							
WJP Improvement funds BFB			\$400,000						\$400,000
TOTAL REQUESTED FUNDS:	-		\$400,000	\$1,000,000					\$1,400,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Additional project implementations for Windjammer Park (WJP) phases 2-3. Projects are selected with input from community survey, staff evaluation, and council feedback. Improvements include: • Interpretive Center Public Access • Splash Park Improvements • Irrigation System Replacement, Topsoil and Event Space Resilience • Shade Structures • Kitchen BBQ, Heaters, Locks and Rental Amenities • Safety Lighting • Lagoon Picnic Areas and Access • ADA Access Improvements • Equipment for Maintenance, Larger Improvements that will be tracked with a separate project # with a portion of funds coming from WJP Improvements include: • Ballfields • Inclusive Playground • Amphitheater Planning

PROJECT NEED: This project is part of the Clean Water Facility Project. Improvement projects were selected with input from the community survey, staff/Parks Commission evaluation, and City Council feedback.

DEVELOPMENT PLAN & STATUS: Phase II includes multiple large and small projects and improvements. Funds have been and will be transferred to track larger capital projects separately including Phase I and II of the battlefields and the Inclusive Playground. Smaller projects such as the pavilion improvements, shade structures and other amenities will be installed end of 2024 into 2025. Additional infrastructure improvements such as irrigation, topsoil, and the Interpretive Center Entry will start planning in 2025-2026 with work to start in 2027.

COST & FINANCING DATA: The equipment will be funded by REET 1/2, Impact fees, Grants, and the General Fund.

COST ASSUMPTIONS	325.10.594.76.6300	eng1701
Pre-Design/Feasibility		\$50,000
Engineering/Pre-Design Services	eng1701.psd.010	\$100,000
Machinery & Equipment		\$300,000
Construction Services	eng1701.con.xxx	\$1,167,636
Subtotal:		\$1,617,636
Contingency Fees		\$ -
TOTAL:		\$1,617,636

FUND 325—WINDJAMMER PARK

Windjammer Park Improvements

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY 2021

Engineering/Design: FY 2022

Purchase/Construction: FY 2023-2027 (P2)

Estimated Completion: FY 2027



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
General Fund		\$24,486							
Park Impact Fees (127)	\$47,467								
REET 1		\$313,004			\$125,000				\$125,000
REET 2	\$36,597	\$3,403			\$125,000				\$125,000
Unsecured-funding to be determined			\$311,464						\$311,464
Fund 422	\$498	\$79,081							
21/22/23 expenditures	\$151,636								
Funding to Inclusive Playground	\$400,000								
Project BFB			\$419,974						\$419,974
TOTAL REQUESTED FUNDS:	\$636,198		\$731,438		\$250,000				\$981,438

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Purchase request to restore the mechanic shop floor at the City Shop for safety and efficiency.

PROJECT NEED: Our current floor is over 20 years old, the coating/special paint has been chipped and worn off over time. The floor was designed to heat the shop using overhead radiant heat. The floor acts as a reflector to push the heat throughout the shop. The coating will be white for the mechanics visibility for tools, parts, etc. Spills are easy to identify and clean up as well.

DEVELOPMENT PLAN & STATUS: Planning for the project to take two (2) weeks. Currently bidding for vendors to perform the work and plan on starting work in late 2024/early 2025.

COST & FINANCING DATA: This will be purchased from the Shop/Facility fund.

FUND 510—FACILTY

Shop Floor Restoration

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY
 Purchase/Construction: FY 2021-2025
 Estimated Completion: FY 2025



COST ASSUMPTIONS	510.50.518.30.4800	err2301
Engineering Services		\$ -
Other Professional Services	err2301.psc.053	\$60,000
Machinery & Equipment		\$ -
Construction Services		\$ -
Subtotal:		\$60,000
Contingency Fees		\$ -
TOTAL:		\$60,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Shop/Facility (2021)	-	\$60,000							
Project BFB			\$60,000						\$60,000
TOTAL REQUESTED FUNDS:	-		\$60,000						\$60,000

*Spent to Date is posted amounts through 08/20/24

FUND 510—FACILITY

Bathroom for City Shop Annex

PROJECT DESCRIPTION: Installation of a bathroom for the City Shop Annex building.

PROJECT NEED: When the City Shop Annex building was created, there was not enough time to add in a bathroom and per building codes it was not required. There is a desire to add a bathroom for the staff that utilizes the annex as office space.

DEVELOPMENT PLAN & STATUS: Bidding planned for 2025 (possibly use OMNIA contracts). Construction starting in late 2025/early 2026. Expected to take up to three (3) months to complete.

COST & FINANCING DATA: This will be purchased from the Shop/Facility fund.

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	510.50.594.18.6300	err2501
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	err2501.con.171	\$50,000
Subtotal:		\$50,000
Contingency Fees		\$ -
TOTAL:		\$50,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
510 Facility Operations	-		\$50,000						\$50,000
TOTAL REQUESTED FUNDS:	-		\$50,000						\$50,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Construct covered storage on the north side of the City shop.

PROJECT NEED: This is needed to cover materials and equipment to prolong the life. The funds are available in the 504 replacement fund to transfer into 510.50.

DEVELOPMENT PLAN & STATUS: Plan to request bids for this project in 2025 (possibly use OMNIA contracts). Start construction in late 2025/2026. Expect the project to take up to 6 months to complete.

COST & FINANCING DATA: This will be purchased from the Shop/Facility fund.

FUND 510—FACILITY

Covered Storage

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2023-25

Estimated Completion: FY 2025

COST ASSUMPTIONS	510.50.594.18.6200	err2401
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	err2401.con.056	\$405,000
Subtotal:		\$405,000
Contingency Fees		\$ -
TOTAL:		\$405,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
510 Facility Operations (2023)	-	\$405,000							
Project BFB			\$405,000						\$405,000
TOTAL REQUESTED FUNDS:	-		\$405,000						\$405,000

*Spent to Date is posted amounts through 08/20/24

FUND 510—FACILITY

PW Shop Gutter Replacements

PROJECT DESCRIPTION: This project aims to replace the existing gutters at the City Shop.

PROJECT NEED: The purpose of gutters is to guide rain and storm water off the roof and away from the foundation of the building. This prevents damage and protects the building's exterior and the fabric of the building by avoiding dampness and mold growth. The City Shop's gutters are 26+ years old and are showing signs of wear and tear. It is time to replace them.

DEVELOPMENT PLAN & STATUS: The building condition assessment has been completed and bid documents created. If the weather permits, bidding and construction will be completed in Spring 2026. Anticipating the project will take two weeks.

COST & FINANCING DATA: This will be purchased from the Shop/Facility fund.

COST ASSUMPTIONS	510.50.518.30.4800	err2502
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	err2502.con.xxx	\$50,000
Subtotal:		\$50,000
Contingency Fees		\$ -
TOTAL:		\$50,000

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2026

Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
510 Facility Operations	-			\$50,000					\$50,000
TOTAL REQUESTED FUNDS:	-			\$50,000					\$50,000

*Spent to Date is posted amounts through 08/20/24

FUND 510—FACILITY

Locator Position Truck

PROJECT DESCRIPTION: New Pickup truck to the Motor Pool Fleet

PROJECT NEED: The Utility Locator position in Public Works Engineering is a position that must travel into the field most of the day. The City's current motor pool fleet is maxed out and no other vehicles are available for this position. Therefore, a new truck to the fleet is necessary for this work to be done.

DEVELOPMENT PLAN & STATUS: State Contract vehicles typically open in March and October and can take up to 12 months for delivery of pickups. It is suggested to obtain quotes from dealerships to expedite the process.

COST & FINANCING DATA: This will be purchased from the Shop/Facility fund.

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	510.50.594.18.6400	err2503
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	err2503.mac.049	\$ 50,000
Construction Services		\$ -
Subtotal:		\$50,000
Contingency Fees		\$ -
TOTAL:		\$50,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
510 Facility Operations	-		\$50,000						\$50,000
TOTAL REQUESTED FUNDS:	-		\$50,000						\$50,000

*Spent to Date is posted amounts through 08/20/24

FUND 510—FACILITY

City Shop Perimeter Fence Phase 2

PROJECT DESCRIPTION: Replacement of existing worn out perimeter fence on the north side of the City Shop.

PROJECT NEED: This fencing is vital to ensure city assets are protected and secured. Several holes have been cut and patched up due to perimeter breaches. The fence is now in need of replacement. The length is 1,060 feet. City staff will do the take down and removing the vegetation as required in-house.

DEVELOPMENT PLAN & STATUS: Requesting quotes. Planning to install the fence in mid 2025. Expect the project to take two weeks to complete.

COST & FINANCING DATA: This will be purchased from the Shop/Facility fund.

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	510.50.594.18.6300	err2504
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	err2504.con.171	\$50,000
Subtotal:		\$50,000
Contingency Fees		\$ -
TOTAL:		\$50,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
510 Facility Operations	-		\$50,000						\$50,000
TOTAL REQUESTED FUNDS:	-		\$50,000						\$50,000

*Spent to Date is posted amounts through 08/20/24

FUND 510—FACILITY

City Shop Roof Replacement

PROJECT DESCRIPTION: This project aims to replace the existing roof located at the City Shop.

PROJECT NEED: A facility condition assessment was done in January 2024, which indicated the City Shop roof is nearing its useful life and will last an additional one to three (1-3) years. Estimates were given based on three options. The City Shop building is now 26 years old and has three buildings with three roofs to maintain. It is recommended to do the Best Option estimate which is to replace the existing roof on all buildings. This will have a 30 year life span with warranty.

DEVELOPMENT PLAN & STATUS: Completed the building condition assessment. Created bid documents. If the weather permits, bidding and construction will be completed in Spring 2026. Anticipate two weeks to complete.

COST & FINANCING DATA: This will be purchased from the Shop/Facility fund.

COST ASSUMPTIONS	510.50.518.30.4800	err26xx
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	err2601.con.171	\$1,150,000
Subtotal:		\$1,150,000
Contingency Fees		\$ -
TOTAL:		\$1,150,000

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

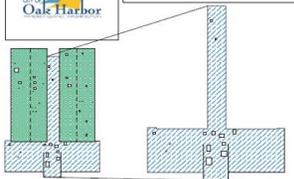
Engineering/Design: FY

Purchase/Construction: FY 2026

Estimated Completion: FY 2026



PW Main Building Low Slope Roof Assessment



Total Sq. Footage: 10,000 sq. ft.
Approximate R value: 22
Number of Roofing Systems: 1

Summary:
The core sample revealed that the existing roofing system is an aged EPDM single ply system installed directly over 4 inches of poly-iso insulation and a wooden deck. The rigid insulation is mechanically fastened to the metal deck, meaning some of the R value listed above is most likely lost due to thermal bridging. During our inspection we found that the field of the roofing system was in fair condition with slope built into the structure of the building. We found some areas where the membrane was beginning to wear through to the reinforcement scrim which is a major concern. We've found that most of the penetrations sealant around all of the seams is peeling away from the membrane, leaving these edge details exposed. We have also noticed that there is a fair amount of metal details that are made out of galvanized metal which is rusting prematurely. Several areas have been repaired but we are beginning to see failures at those locations once again.



This is an overview of the low slope roof over the south section of the main building on the public works campus. As you can see, there are a fair amount of penetrations throughout this section which can become early failure points if not maintained properly.



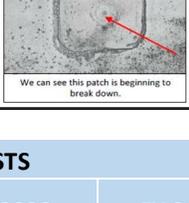
This is an overview of the low slope roof over the north section of the building. As you can see, this section also supports roughly 8,000 sq. ft. of metal roof as well.



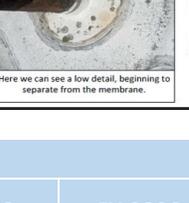
Here we can see that the perimeter sealant is beginning to peel up, leaving the edge of these T seams exposed.



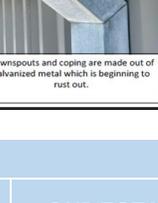
Here we have area where one roofing system directs shedding water through a wall to a full drain assembly. This can be a very problematic detail and should be monitored.



We can see this patch is beginning to break down.



Here we can see a low detail, beginning to separate from the membrane.



Downspouts and coping are made out of galvanized metal which is beginning to rust out.

FISCAL YEAR FUNDING REQUESTS

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
510 Facility Operations	-			\$650,000					\$650,000
Facility Replacement Fund				\$500,000					\$500,000
TOTAL REQUESTED FUNDS:	-			\$1,150,000					\$1,150,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project consists of upgrading the electrical system at the Ault Field Water Pump Station including replacing the motor control centers; installing new circuit breakers and variable frequency drives; installing the associated wiring, conduits and other appurtenances.

PROJECT NEED: Ault Field Pump Station is the main drinking water feed to the City, providing the necessary water pressure at the transition point from the transmission mains to the distribution mains. The existing electrical system is a critical failure point on the City water system, constructed in the 1970s, and past its useful life.

DEVELOPMENT PLAN & STATUS: Design completed in 2024. Construction to begin in 2025 and expected to take one month.

COST & FINANCING DATA: The purchase will be funded by Water Operations.

FUND 431—WATER

Ault Field Pump Station Electrical Rehabilitation

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2021-2025

Estimated Completion: FY 2025

COST ASSUMPTIONS	431.00.594.34.6300	22afp
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	22afp.mac	\$60,000
Construction Services	22afp.con	\$347,307
Subtotal:		\$407,307
Contingency Fees		\$81,461
TOTAL:		\$488,768



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water Operations	\$13,448	\$475,320							
Project BFB			\$475,320						\$475,320
TOTAL REQUESTED FUNDS:	\$13,448		\$475,320						\$475,320

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Upgrade the City's water system telemetry, aka Supervisory Control and Data Acquisition (SCADA), hardware and software.

PROJECT NEED: Existing telemetry hardware is obsolete and no longer supported. The system uses outdated MOSCAD RTU technology that is no longer supported by the inter-grater and marketplace. The replacement hardware for current system can't even be found through third party private sellers (eBay). Parts-on-hand are running out. Program software also needs to be updated to allow remote access to SCADA system by the Public Works Water Division after hours duty staff.

DEVELOPMENT PLAN & STATUS: The design is to be completed in 2025. Construction is anticipated to begin in 2026 and expected to take 18 months.

FUND 431—WATER CAPITAL

Water System Telemetry Upgrades (SCADA)

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2022-2025

Estimated Completion: FY 2025

COST & FINANCING DATA: The project will be funded by Water Operations.

COST ASSUMPTIONS	431.00.594.34.6300	wtr##02
Engineering Services	wtr##02.des.053	\$100,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr##02.con.171	\$850,000
Subtotal:		\$950,000
Contingency Fees		\$ -
TOTAL:		\$950,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water Operations (401)	\$94,884	\$305,116	\$550,000						\$550,000
Project BFB			\$305,116						\$305,116
TOTAL REQUESTED FUNDS:	\$94,884		\$855,116						\$855,116

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: SW Lopez Drive experienced a washout event when a City water main was struck, causing the roadway subgrade to be washed out resulting in significant roadway damage. Roadway reconstruction is necessary. This project is to be completed in conjunction with the Lopez Drive - Roadway Reconstruction.

PROJECT NEED: Water main replacement necessary due to it being an aged Asbestos Cement (AC) water main that is due for replacement.

DEVELOPMENT PLAN & STATUS: The design is to be completed in 2025 . Construction is anticipated to begin in 2025 and expected to take four months.

COST & FINANCING DATA: The project will be funded by Water Operations.

COST ASSUMPTIONS	431.00.594.34.6300	wtr2501
Engineering Services	wtr2501.des.053	\$ 46,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr2502.con.	\$460,000
Subtotal:		\$506,000
Contingency Fees		\$101,000
TOTAL:		\$607,000

FUND 431—WATER CAPITAL

Lopez Drive Reconstruction

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water Operations	-		\$29,000						\$29,000
Water cum Res (411)			\$282,395						\$282,395
BFB-AC Water main			\$295,605						\$295,605
TOTAL REQUESTED	-		\$607,000						\$607,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Project includes exterior preparation and coating of the 500,000 gallon steel water reservoir located at NW Heller Street.

PROJECT NEED: The exterior coating of the reservoir has degraded significantly. The coating degradation has surpassed a normal routine maintenance and repair approach. Proper steel reservoir coatings are used to provide corrosion protection. Without a proper coating the reservoir would become severely corroded, potentially compromising its structural integrity. Cost estimate provided by Gray & Osborne, Inc. (G&O). Most recent bid tab for exterior painting project.

DEVELOPMENT PLAN & STATUS: Hire a consultant and specialty coating contractor to design, prepare and re-coat reservoir. Construction is anticipated to begin in 2025 and expected to take three months.

COST & FINANCING DATA: The project will be funded by Water Operations.

COST ASSUMPTIONS	401.00.534.00.4800	wtr2502
Engineering Services	wtr2502.des.053	\$ 75,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr2502.con.	\$300,000
Subtotal:		\$375,000
Contingency Fees		\$25,000
TOTAL:		\$400,000

FUND 401—WATER

Westside Reservoir Exterior Coating

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2025

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water Operations	-		\$400,000						\$400,000
TOTAL REQUESTED FUNDS:	-		\$400,000						\$400,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION:

Project consists of three (3) separate plans and studies:

1. Emergency Water Supply Study
2. Water System Plan Update
3. Water Transmission Replacement Alternatives

PROJECT NEED:

1. Emergency Water Supply Study: Investigate the potential for additional groundwater sources for emergency supply (~1,000 gpm). It is anticipated that the investigation will determine the feasibility and potential locations of new emergency supply wells. Estimated cost is \$150,000.

2. Water System Plan: Required by Washington State Department of Health every ten years. This plan will re-evaluate existing water components for future sustainability and growth. Estimated cost is \$200,000.

3. Water Transmission Replacement Alternatives - In partnership with the Navy and the City of Anacortes, the City will study the replacement alternatives for the two water transmission mains that bring water onto the Island. This work will help the City apply for future federal and state grant funding for final design and construction. Estimated cost is \$150,000.

DEVELOPMENT PLAN & STATUS: Hire a consultant to conduct a study and update plans. Development to begin 2025 and is expected to take 24 months.

COST & FINANCING DATA: Funded by Water Operations and Cumulative Reserves.

FUND 401—WATER

Water System Plans and Studies

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2021-2026

Estimated Completion: FY 2026

COST ASSUMPTIONS	401.00.534.00.4100	wtr2201
Engineering Services		\$ -
Other Professional Services	wtr2201.psd.053	\$500,000
Machinery & Equipment		\$ -
Construction Services		\$ -
Subtotal:		\$500,000
Contingency Fees		\$ -
TOTAL:		\$500,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water Ops (Proj #1) (401)	-	\$78,200	\$17,000						\$17,000
Cumulative Res (Proj #1) (411)	\$16,159	\$78,641							
Water Ops (Proj #2)	-	\$200,000							
Water Ops (Proj #3)	-	\$110,000							
Project BFB			\$266,841	\$200,000					\$466,841
TOTAL REQUESTED FUNDS:	\$16,159		\$283,841	\$200,000					\$483,841

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Drill a new well adjacent to the existing Well 9 and decommission the existing well.

PROJECT NEED: This project includes removing the pumping equipment from the existing Well 9. A new ten-inch (10”) diameter well will be drilled directly adjacent to the existing well location and new casing and screen will be installed. Existing pumping equipment and building will be inspected and reused if possible.

DEVELOPMENT PLAN & STATUS: The feasibility was completed in the 2022 Water Systems Plan. The design is to be completed in 2025. Construction is anticipated to begin in 2025 and expected to take four months.

COST & FINANCING DATA: The project will be funded by Water Operations.

FUND 431—WATER CAPITAL

Well 9 Replacement

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2020-2026

Purchase/Construction: FY 2020-2026

Estimated Completion: FY 2026

COST ASSUMPTIONS	431.00.594.34.6300	wtr1905
Engineering Services	wtr1905.des.053	\$ 70,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr1905.con.171	\$295,000
Subtotal:		\$365,000
Contingency Fees		\$59,000
TOTAL:		\$424,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water (401)	\$10,536	\$290,664		\$122,800					\$122,800
Project BFB			\$70,000	\$220,664					\$290,664
TOTAL REQUESTED FUNDS:	\$10,536		\$70,000	\$343,464					\$413,464

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will replace water mains in SE 4th Avenue and SE Glencoe Street with larger diameter water mains. The work will occur on SE 4th Avenue between Midway Boulevard and SE Glencoe Street, and along SE Glencoe Street between 4th Avenue and East Whidbey Avenue. The project will occur in conjunction with the SE 4th Avenue and SE Glencoe Street - Transportation Benefit District (TBD) project.

PROJECT NEED: This existing water main in Glencoe Street is a four-inch (4") diameter Asbestos Cement (AC) water main that does not provide adequate fire flow. Replacing these water mains with larger diameter mains will increase fire flows needed for fire fighting support and public safety.

DEVELOPMENT PLAN & STATUS: The design has been completed. Construction in 2025 and expected to take four months.

COST & FINANCING DATA: The project will be funded by Water Operations.

COST ASSUMPTIONS	431.00.594.34.6300	wtr2102
Engineering Services	wtr2102.des.053	\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr2102.con.171	\$1,198,000
Subtotal:		\$1,198,000
Contingency Fees		\$119,800
TOTAL:		\$1,317,800

FUND 431—WATER CAPITAL

SE 4th Avenue & SE Glencoe Street

ESTIMATED PROJECT & PURCHASE TIMELINE
Pre-Design: FY
Engineering/Design: FY 2021-2026
Purchase/Construction: FY 2021-2026
Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water Operations	-	\$470,000		\$500,000					\$500,000
BFB-AC Water main Council Priority Project	\$25,829	\$321,971		\$321,971					\$321,971
Project BFB				\$470,000					\$470,000
TOTAL REQUESTED FUNDS:	\$25,829			\$1,291,971					\$1,291,971

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will demolish the Eastside Reservoir, located at NE 5th Avenue and Regatta Drive, and replace with a pressure reducing valve.

PROJECT NEED: This project includes decommissioning and demolition of the existing Eastside Reservoir. The reservoir was constructed in 1949 and does not have a foundation structure. Retrofitting this reservoir or modifications to meet current seismic requirements are not cost-effective at this time. This project will be revisited as part of the 2025 Water Comprehensive Plan.

DEVELOPMENT PLAN & STATUS: The feasibility was completed in the 2022 Water Systems Plan. Construction is anticipated to begin in 2027 and expected to take three months.

COST & FINANCING DATA: The project will be funded by Water Operations.

FUND 431—WATER CAPITAL

East Side Reservoir Demolition

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design/Feasibility: FY

Engineering/Design: FY 2023

Purchase/Construction: FY 2023-2027

Estimated Completion: FY 2027

COST ASSUMPTIONS	431.00.594.34.6300	wtr2001
Engineering Services	wtr2001.des.053	\$20,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr2001.con.053	\$150,000
Subtotal:		\$170,000
Contingency Fees		\$ 30,000
TOTAL:		\$200,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water (401)	-	\$110,000			\$90,000				\$90,000
Project BFB					\$110,000				\$110,000
TOTAL REQUESTED FUNDS:	-				\$200,000				\$200,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Replace the City's 24" water transmission main at State Route 20 (SR20) and Campbell Lake Road intersection to avoid Washington State Department of Transportation (WSDOT)'s fish passage barrier removal project.

PROJECT NEED: WSDOT notified the City that their fish passage barrier removal project at the intersection of SR20 and Campbell Lake Road will install a concrete culvert that is in conflict with the City's 24" water transmission main. This necessitates the relocation of the City's 24" water transmission main. WSDOT has agreed to include this work in their construction documents and the construction to be completed by their contractor.

DEVELOPMENT PLAN & STATUS: This has a WSDOT driven schedule as part of their fish passage barrier removal project. Design is at 90% and awaiting WSDOT review and inclusion in their contract. Construction is anticipated in 2026 and expected to take six (6) months. The Navy has been notified of their 50%/50% cost share of the 24" transmission main.

COST & FINANCING DATA: The project will be funded by Water Operations.

COST ASSUMPTIONS	431.00.594.34.6300	wtr2101
Engineering Services	wtr2101.des.053	\$ 50,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr2101.con.171	\$500,000
Subtotal:		\$550,000
Contingency Fees		\$100,000
TOTAL:		\$650,000

FUND 431—WATER CAPITAL

SR20—Campbell Lake Rd Water Main Replacement

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2022-2028

Purchase/Construction: FY 2022-2028

Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water (401) (2021)	\$33,107	\$1,116,893							
Navy Contribution (50%)						\$325,000			\$325,000
Project BFB					\$25,000	\$266,893			\$291,893
TOTAL REQUESTED FUNDS:	\$33,107	More avail			\$25,000	\$591,893			\$616,893

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: To replace existing water mains that have deteriorated or are undersized.

PROJECT NEED: This project will systematically replace the existing steel and Asbestos Cement (AC) water mains throughout the City’s distribution system. The City currently has approximately 75,000 linear feet of old steel and AC pipes in its distribution system, which are typically undersized. Steel and AC pipe deteriorate over time and constitute the majority of the City’s distribution system leaks. These pipes also have higher regular maintenance requirements than currently specified ductile iron and PVC water mains. This is an annual fund with the work to be completed on a priority location basis. The AC/Steel replacements for 2025/2026 will occur under the Lopez Drive Roadway Reconstruction and the SE 4th and SE Glencoe Street projects.

DEVELOPMENT PLAN & STATUS: The design and construction may occur each year, or roll over to the next year. These projects typically take six (6) months for design, four (4) months for advertising and four (4) months for construction.

COST & FINANCING DATA: The project will be funded by Water Operations.

COST ASSUMPTIONS	431.00.594.34.6300	wtr##01
Engineering Services	wtr##01.des.053	\$446,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	wtr##01.con.171	\$2,197,405
Subtotal:		\$2,643,405
Contingency Fees		\$ -
TOTAL:		\$2,643,405

FUND 431—WATER CAPITAL

Annual Steel/AC Water Main Replacements

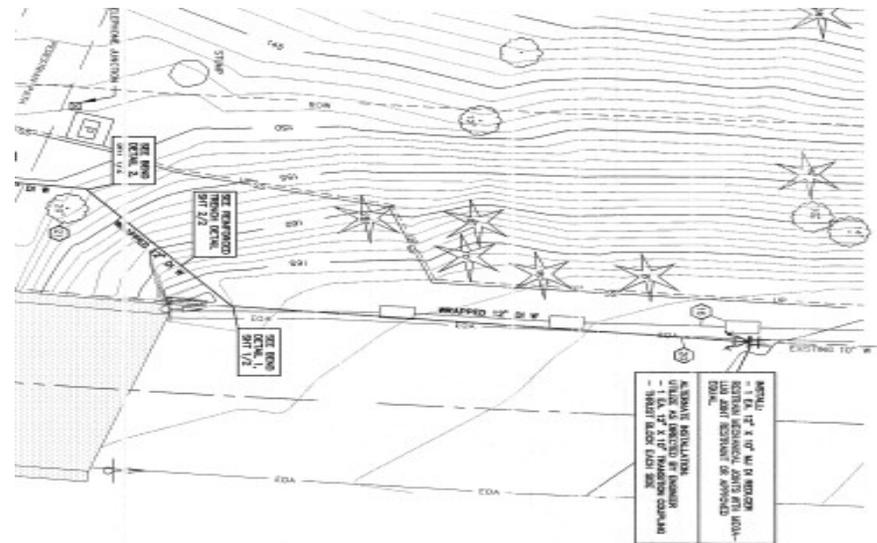
ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2022-2030

Purchase/Construction: FY 2022-2030

Estimated Completion: FY 2030



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water Operations	-	1,750,000						\$250,000	\$250,000
Council Priority Project to Glencoe	\$347,800	-		-					-
Council Priority Project to Lopez Dr	\$295,605	-	-						-
Project BFB					\$500,000	\$500,000	\$500,000	\$250,000	\$1,750,000
TOTAL REQUESTED FUNDS:	\$643,405				\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The 2015 Connecting Washington funding package invests approximately \$30 million into highway improvements on State Route 20 (SR20) in Oak Harbor, Washington (Project ID No L2000169). The project’s identified deficiency is that future growth anticipates intersection failure by 2025. WSDOT's project name is "Connecting Washington Investments: SR20/ Oak Harbor to Swantown Roundabout".

PROJECT NEED: As Washington State Department of Transportation (WSDOT) develops this \$30,000,000 intersection improvement project on SR20 from Swantown Avenue to the vicinity of Oak Harbor Road, the City will likely be required to relocate city-owned utilities to accommodate the intersection improvements. These utilities include water main, sewer mains, and storm lines. WSDOT has yet to begin design of this project so the impacts to utilities are unknown at this time. City street improvements in the project vicinity may be needed as well. A scoping-level approximate cost allocation is provided at this time.

DEVELOPMENT PLAN & STATUS: This has a WSDOT driven schedule as part of their SR20/Oak Harbor to Swantown Roundabout project, with a funding timeline of 2026-2031. The construction duration is unknown at this time.

COST & FINANCING DATA: The project will be funded by Water Operations.

COST ASSUMPTIONS	431.00.594.34.6300	wtr28xx
Engineering Services		\$150,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services		\$ 1,500,000
Subtotal:		\$1,650,000
Contingency Fees		\$ 300,000
TOTAL:		\$1,950,000

FUND 431—WATER CAPITAL

SR20-Swantown Ave Vicinity Roundabouts

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design/Feasibility: FY

Engineering/Design: FY 2028

Purchase/Construction: FY 2028-2029

Estimated Completion: FY 2029



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Water (401)	-					\$150,000	\$1,800,000		\$1,950,000
TOTAL REQUESTED FUNDS:	-					\$150,000	\$1,800,000		\$1,950,000

*Spent to Date is posted amounts through 08/20/24

FUND 402—SEWER

Sewer Lagoon-Decommissioning

PROJECT DESCRIPTION: Repairs to the Lagoon Outfall for cleaning and manhole plugging.

PROJECT NEED: The Lagoon Outfall will need to be repaired. This project is a joint project with the Navy and City. The City paying a majority of the share.

DEVELOPMENT PLAN & STATUS: The negotiations with the Navy are ongoing. The timeline is uncertain at this time.

COST & FINANCING DATA: The project will be funded by Sewer Operations.

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY
 Purchase/Construction: FY 2022-2025
 Estimated Completion: FY 2025



COST ASSUMPTIONS	402.20.535.00.4800	swr2303
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	swr2303.con.070	\$550,000
Subtotal:		\$550,000
Contingency Fees		\$ -
TOTAL:		\$550,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Sewer Operations	-								
Council Priority Project			\$550,000						\$550,000
TOTAL REQUESTED FUNDS:	-		\$550,000						\$550,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will develop a new Sewer Comprehensive Plan for the City's wastewater system.

PROJECT NEED: The City's last sewer comprehensive plan was completed in 2008. This plan addressed the City's sewer system needs through the design year 2025. The Washington State Growth Management Act requires the City to provide sanitary sewer services for the growth in population that will occur over 20 years. A new plan is needed. Since 2008 the City has constructed a new Sewage Treatment Plant (the "Clean Water Facility"), disconnected from the Seaplane Base Sewer Lagoons, and constructed new sewer mains. This plan will be influenced by the city growth as defined in the City's 2025 Comprehensive Plan.

DEVELOPMENT PLAN & STATUS: The plan development is to begin in 2025 and expected to take 12 months.

COST & FINANCING DATA: The project will be funded by Sewer Operations.

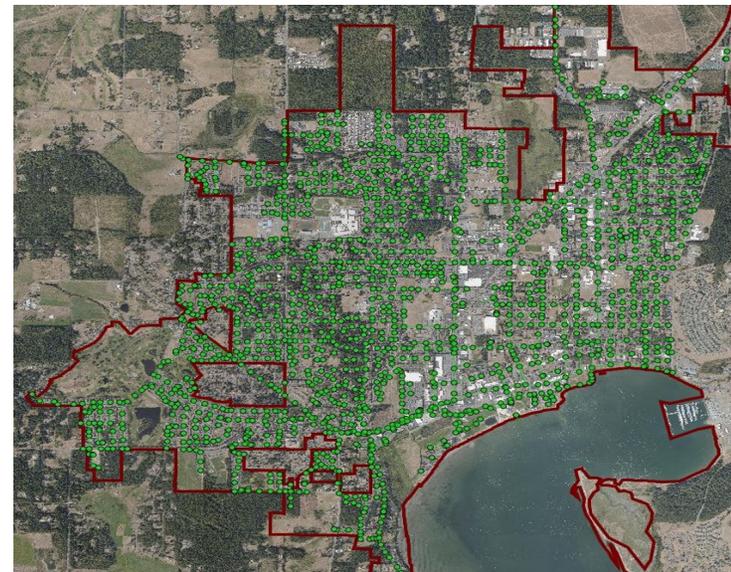
COST ASSUMPTIONS	402.20.535.00.4100	swr2501
Engineering Services	swr2501.des.053	\$ 150,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services		\$ -
Subtotal:		\$150,000
Contingency Fees		\$30,000
TOTAL:		\$180,000

FUND 402—SEWER

Sewer Comprehensive Plan

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY
 Engineering/Design: FY
 Purchase/Construction: FY 2025
 Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								6 YR TOTAL
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Sewer Operations	-		\$180,000						\$180,000
TOTAL REQUESTED FUNDS:	-		\$180,000						\$180,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The City will replace and renew the integrity of leaky mainlines throughout many of the oldest, most disadvantaged neighborhoods.

PROJECT NEED: Correcting the inflow and infiltration in many of the oldest, disadvantaged neighborhoods will provide beneficial outcomes to the Clean Water Facility (CWF) including:

- Maintaining capacity to serve future growth;
- Reducing wastewater inflow, resulting in lower costs;
- Lowering risk of poor water quality from excessive inflow that exceeds treatment capacity.

The project will utilize trenchless technology where possible to rehabilitate the pipes throughout the affected area. Open trenching may be necessary in some locations.

DEVELOPMENT PLAN & STATUS: The design started in 2024 with construction anticipated to begin in 2026 and take six (6) months.

COST & FINANCING DATA: The project will be funded by Federal EPA Grant.

COST ASSUMPTIONS	432.00.594.35.6300	swr2302
Engineering Services	swr2302.des.130	\$200,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	swr2302.con.070	\$1,500,000
Subtotal:		\$1,700,000
Contingency Fees		\$ 250,000
TOTAL:		\$1,950,000

FUND 432—SEWER CAPITAL

Inflow and Infiltration Correction Project

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY 2022-2026
 Purchase/Construction: FY 2022-2026
 Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
EPA Grant secured	-		\$200,000	\$1,750,000					\$1,950,000
TOTAL REQUESTED FUNDS:	-		\$200,000	\$1,750,000					\$1,950,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: The 2015 Connecting Washington funding package invests approximately \$30 million into highway improvements on State Route 20 (SR20) in Oak Harbor, Washington (Project ID No L2000169). The project’s identified deficiency is that future growth anticipates intersection failure by 2025. Washington State Department of Transportation (WSDOT)’s project name is "Connecting Washington Investments: SR20/Oak Harbor to Swantown Roundabout".

PROJECT NEED: As WSDOT develops this \$30,000,000 intersection improvement project on SR20 from Swantown Avenue to the vicinity of Oak Harbor Road, the City will likely be required to relocate city-owned utilities to accommodate the intersection improvements. These utilities include water main, sewer mains, and storm lines. WSDOT has yet to begin design of this project so the impacts to utilities are unknown at this time. City street improvements in the project vicinity may be needed as well. A scoping-level approximate cost allocation is provided at this time.

DEVELOPMENT PLAN & STATUS: This has a WSDOT driven schedule as part of their SR20/Oak Harbor to Swantown Roundabout project, with a funding timeline of 2026-2031. The construction duration is unknown at this time.

COST & FINANCING DATA: The project will be funded by Sewer Operations.

COST ASSUMPTIONS	432.00.594.35.6300	swr28xx
Engineering Services		\$100,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services		\$1,000,000
Subtotal:		\$1,100,000
Contingency Fees		\$ 200,000
TOTAL:		\$1,300,000

FUND 432—SEWER CAPITAL

SR20-Swantown Ave Vicinity Roundabouts

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2028

Purchase/Construction: FY 2028-2029

Estimated Completion: FY 2029



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Sewer Operations	-					\$100,000	\$1,200,000		\$1,300,000
TOTAL REQUESTED FUNDS:	-					\$100,000	\$1,200,000		\$1,300,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Current coarse screens will need to be reconfigured to add a second finer screen to the system.

PROJECT NEED: Coarse screen upgrade-The current coarse screen configuration does not give a viable option in the event of a screen failure or needing to take it out of service for repair. The current “back up” screen is manually raked, from 15 feet below grade onto the floor and then shoveled into a dumpster. This will require 24/7 attendance by a human operator. Adding the second screen will not only add the redundancy, but installing a screen with finer pass through will take some load off downstream equipment ultimately increasing its service life and the Membrane Bioreactors (MBR) process.

DEVELOPMENT PLAN & STATUS: The work is expected to occur in 2025 and 2026 with the timeframe dependent upon the severity of the work.

COST & FINANCING DATA:

COST ASSUMPTIONS	422.60.594.35.6400	cwf2301
Engineering Services	cwf2301.des.053	\$100,000
Other Professional Services		\$ -
Machinery & Equipment	cwf2301.mac.049	\$400,000
Construction Services		\$0,000
Subtotal:		\$500,000
Contingency Fees		\$ -
TOTAL:		\$500,000

FUND 422—WWTP

Clean Water Facility-Screens

ESTIMATED PROJECT & PURCHASE TIMELINE
 Pre-Design: FY
 Engineering/Design: FY
 Purchase/Construction: FY 2023-2026
 Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Clean Water Facility (422)	-	\$300,000		\$200,000					\$200,000
Project BFB			\$250,000	\$50,000					\$300,000
TOTAL REQUESTED FUNDS:	-		\$250,000	\$250,000					\$500,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Major repairs, operation upgrades and maintenance to assist in keeping the Clean Water Facility (CWF) in compliance with the State Ecology wastewater effluent limits for discharge into Oak Harbor Bay.

PROJECT NEED: Necessary to ensure the CWF is operational at all times.

DEVELOPMENT PLAN & STATUS: This project is for ongoing operation and maintenance of the CWF with timelines driven by the type of work necessary.

COST & FINANCING DATA:

FUND 422—WWTP

Clean Water Facility-Major O&M

ESTIMATED PROJECT & PURCHASE TIMELINE

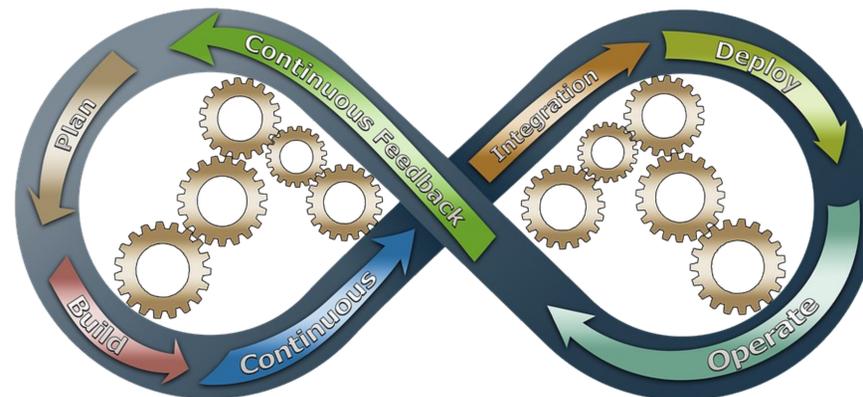
Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2024-2026

Estimated Completion: FY 2026

COST ASSUMPTIONS	422.60.594.35.6300	cwf2401
Engineering Services	cwf2401.des.053	\$ 100,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	cwf2401.con.171	\$300,000
Subtotal:		\$400,000
Contingency Fees		\$ -
TOTAL:		\$400,000



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								6 YR TOTAL
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
Clean Water Facility (422)	-	\$150,000	\$50,000	\$200,000					\$250,000
Project BFB			\$150,000						\$150,000
TOTAL REQUESTED FUNDS:	-		\$200,000	\$200,000					\$400,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: New Side Arm Loader to the Solid Waste Fleet.

PROJECT NEED: Due to new customers and potential annexations, it has been determined that an additional residential truck will be needed in the next few years. This additional truck will allow for redundancy and help the mechanic shop get trucks serviced and repaired in a timely manner thus reducing downtime.

DEVELOPMENT PLAN & STATUS: It takes approximately 18 months to get a new truck in service. Therefore, we are asking to Place the order in 2025 for a potential delivery in 2026.

FUND 403—SOLID WASTE

Peterbilt/Labrie Side Arm Loader

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2025

Estimated Completion: FY 2025



COST & FINANCING DATA:

COST ASSUMPTIONS	403.30.594.37.6400	sol2501
Engineering Services		\$ -
Other Professional Services		\$ -
Machinery & Equipment	sol2501.mac.049	\$475,000
Construction Services		\$ -
Subtotal:		\$475,000
Contingency Fees		\$ -
TOTAL:		\$475,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Operations (403)	-		\$475,000						\$475,000
TOTAL REQUESTED FUNDS:	-		\$475,000						\$475,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will reconstruct the existing stormwater outfall at the east side of Windjammer Park.

PROJECT NEED: The stormwater outfall at the east side of Windjammer Park terminates at the high tidal zone on the beach. It is frequently inundated with beach sand and debris, requiring Public Works staff to remove this debris by hand to prevent flooding in Windjammer Park and onto Bayshore Drive. This work is tidally dependent and is sometimes necessary to be completed at night in unsafe conditions. Construction costs vary widely based upon what is selected as the preferred alternative.

DEVELOPMENT PLAN & STATUS: The design is underway and anticipated to be completed in 2024. Construction is expected to begin in 2025 with a timeframe dependent on selected preferred alternatives. Construction could last three (3) to nine (9) months.

COST & FINANCING DATA: The project will be funded by Storm Drain Operations.

COST ASSUMPTIONS	434.00.594.31.6300	stm1901
Engineering Services	stm1901.des.053	\$130,000
Pre-Design/Feasibility		\$ -
Machinery & Equipment		\$ -
Construction Services	stm1901.con.171	\$500,000
Subtotal:		\$630,000
Contingency Fees		\$100,000
TOTAL:		\$730,000

FUND 434—STORM DRAIN CAPITAL

East Stormwater Outfall Replacement

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design/Feasibility: **FY 2021**

Engineering/Design: **FY 2022**

Purchase/Construction: **FY 2022-2025**

Estimated Completion: **FY 2025**



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Storm Drain	\$75,753	\$299,247	\$355,000						\$355,000
Project BFB			\$299,247						\$299,247
TOTAL REQUESTED FUNDS:	\$75,753		\$654,247						\$654,247

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will update the City's 2020 Stormwater Comprehensive Plan.

PROJECT NEED: An update to the City's 2020 stormwater comprehensive plan is needed, incorporating new growth information developed in the City's 2025 Comprehensive Plan. The Stormwater Comprehensive Plan is also a document that direct actions to help ensure the City maintains compliance with government regulations such as the Clean Water Act and the City's National Pollutant Discharge Elimination System (NPDES) Phase II Permit. The Plan identifies specific structural and non-structural solutions to stormwater flow control and treatment within the City.

DEVELOPMENT PLAN & STATUS: The plan development is to begin in 2025 and expected to take 12 months.

COST & FINANCING DATA: The project will be funded by Storm Drain Operations.

COST ASSUMPTIONS	404.00.531.00.4100	stm2501
Pre-Design/Feasibility		\$ -
Engineering Services	stm2501.des.053	\$ 75,000
Machinery & Equipment		\$ -
Construction Services		\$ -
Subtotal:		\$75,000
Contingency Fees		\$15,000
TOTAL:		\$90,000

FUND 404—STORM DRAIN

Stormwater Comprehensive Plan Update

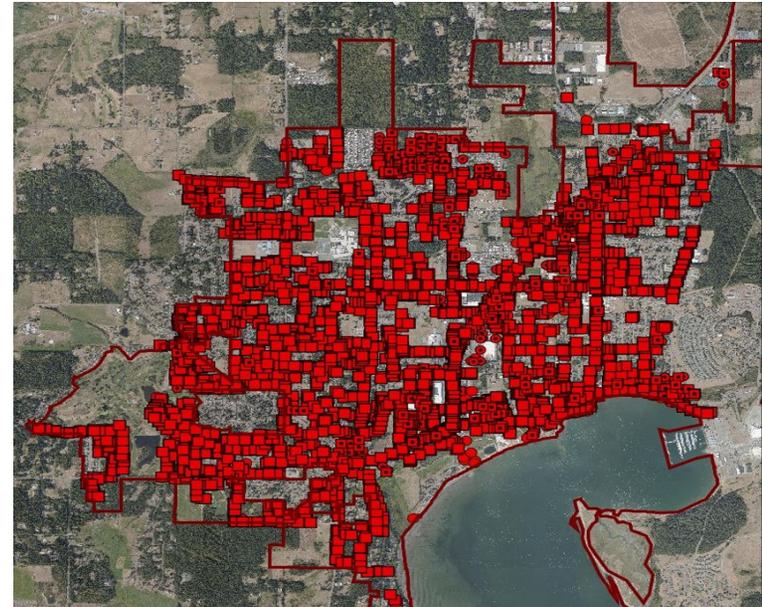
ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design/Feasibility: FY 2025

Engineering/Design: FY

Purchase/Construction: FY

Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Storm Drain	-		\$90,000						\$90,000
TOTAL REQUESTED FUNDS:	-		\$90,000						\$90,000

*Spent to Date is posted amounts through 08/20/24

**FUND 434—STORM DRAIN
CAPITAL**

SR20-Swantown Ave Vicinity Roundabouts

ESTIMATED PROJECT & PURCHASE TIMELINE
Pre-Design/Feasibility: FY
Engineering/Design: FY 2028
Purchase/Construction: FY 2028-2029
Estimated Completion: FY 2029

PROJECT DESCRIPTION: The 2015 Connecting Washington funding package invests approximately \$30 million into highway improvements on State Route 20 (SR20) in Oak Harbor, Washington (Project ID No L2000169). The project’s identified deficiency is that future growth anticipates intersection failure by 2025. Washington State Department of Transportation (WSDOT) project name is "Connecting Washington Investments: SR20/Oak Harbor to Swantown Roundabout".

PROJECT NEED: As WSDOT develops this \$30,000,000 intersection improvement project on SR20 from Swantown Avenue to the vicinity of Oak Harbor Road, the City will likely be required to relocate City-owned utilities to accommodate the intersection improvements. These utilities include water main, sewer mains, and storm lines. WSDOT has yet to begin design of this project so the impacts to utilities are unknown at this time. City street improvements in the project vicinity may be needed as well. A scoping-level approximate cost allocation is provided at this time.

DEVELOPMENT PLAN & STATUS: This has a WSDOT driven schedule as part of their SR20/Oak Harbor to Swantown Roundabout project, with a funding timeline of 2026-2031. The construction duration is unknown at this time.

COST & FINANCING DATA: The project will be funded by Storm Drain Operations.



COST ASSUMPTIONS	434.00.594.31.6300	stm28xx
Engineering Services		\$ 75,000
Machinery & Equipment		\$ -
Construction Services		\$750,000
Subtotal:		\$825,000
Contingency Fees		\$150,000
TOTAL:		\$975,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Storm Drain	-					\$75,000	\$900,000		\$975,000
TOTAL REQUESTED FUNDS:	-					\$75,000	\$900,000		\$975,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will consist of removing and replacing the whalers on the north and south side of the main walkway. It will also consist of upgrading or replacing two to three (2-3) electrical junction boxes along the main walkway as well.

PROJECT NEED: 1.The whalers and rub boards along the main walkway are original from the 1974 marina build. These whalers and rub boards hold the individual floats together and support the water, electrical and fire main utilities. They also have cleats for boats to securely tie to. Over the course of the past 50 years, these whalers and rub boards have become rotten and are no longer structurally sound enough to support the utilities and cleats. In some instances they have rotted through and broken. 2. It should be noted that the cost estimate for this project is derived from a Request for Proposal (RFP) received from American Construction in August 2021 for \$172,000. Additional funds were added to this project for the electrical work and inflation.

DEVELOPMENT PLAN & STATUS: This project was approved as part of the 2023-2024 budget and is being carried over to the 2025-2026 budget. The development plan would be as follows: 1. Create a bid packet and hire a Marine Engineering firm to create design plans. 2. Obtain City Council approval to award the engineering contract 3. Obtain City Council approval to award the construction contract.

COST & FINANCING DATA: Project will be completely funded by Marina rates.

COST ASSUMPTIONS	440.00.594.75.6300	mar2301
Engineering Services	mar2301.des.053	\$30,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	mar2301.con.171	\$200,000
Subtotal:		\$230,000
Contingency Fees		\$ 20,000
TOTAL:		\$250,000

FUND 440—MARINA CAPITAL

Marina Dock Improvements

ESTIMATED PROJECT & PURCHASE TIMELINE
Pre-Design: FY
Engineering/Design: FY 2023-2025
Purchase/Construction: FY 2024-2025
Estimated Completion: FY 2025



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Marina	-	\$250,000							
Project BFB			\$250,000						\$250,000
TOTAL REQUESTED FUNDS:	-		\$250,000						\$250,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Repair of storm damage to F-Dock patios and wall panels.

PROJECT NEED: On 11/15/2021, a major wind storm came through the area and damaged some F-Dock patios and wall panels on the north and south side of the dock. These walls are part of the breakwater and protect the Marina from tidal surge and debris entering the Marina. This damage consists of broken rods, fasteners and brackets. The only way to complete the repairs is to have a barge with a crane lift the wall section off of the remaining brackets. It should be noted that this is an insurance claim with a \$25,000 deductible.

DEVELOPMENT PLAN & STATUS: The development plan would be as follows:

1. Create a bid packet and hire a Marine Engineering firm to create design plans and obtain permits.
2. Obtain City Council approval to award the engineering contract.
3. Create a bid packet and hire a Marine Construction company to repair the broken patios and wall panels.
4. Obtain City Council approval to award the construction contract.

COST & FINANCING DATA: Project will be completely funded by Marina rates and insurance proceeds.

COST ASSUMPTIONS	440.00.594.75.6300	mar2302
Engineering Services	mar2302.des.053	\$30,000
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	mar2302.con.171	\$427,000
Subtotal:		\$457,000
Contingency Fees		\$ 20,000
TOTAL:		\$477,000

FUND 440—MARINA CAPITAL

F-Dock Storm Damage Repair-Phase 3

ESTIMATED PROJECT & PURCHASE TIMELINE
Pre-Design: FY
Engineering/Design: FY 2023-2026
Purchase/Construction: FY 2025-2026
Estimated Completion: FY 2026



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	Memo-BFB	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Marina	\$7,229	\$9,890		\$33,881					\$33,881
Insurance Proceeds		\$426,000							
Project BFB				\$435,890					\$435,890
TOTAL REQUESTED FUNDS:	\$7,229			\$469,771					\$469,771

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Maintenance dredging of the Marina and required mitigation project.

PROJECT NEED: Approximately half of the Marina was dredged in 2010 to a depth of -12. Since 2010 the areas that were dredged have started silting in and some are now at -5. Some of the areas (Covered B and E Docks, south ends of the fair-ways etc.), that were not dredged in 2010 are now much shallower and during the extreme low tides in the summer are at a depth of -2 or -3. The shallower depths make it difficult to attract and retain large deeper draft boats.

DEVELOPMENT PLAN & STATUS: The City Council approved a feasibility study contract with Moffat & Nichols on December 6, 2022. The study was completed and adopted on February 20, 2024, with the planning and permitting phase approved on March 19, 2024. Dredging is anticipated in 2025-2026. This project will be funded by Marina rates and bonds paid by Marina users.

COST & FINANCING DATA: The project will be funded by an unsecured grants, bonds and Marina Reserves.

COST ASSUMPTIONS	440.00.594.75.6300	mar2202
Engineering/Pre-Design Services	mar2202.des.053	\$439,800
Other Professional Services		\$ -
Machinery & Equipment		\$ -
Construction Services	mar2202.con.xxx	\$11,500,000
Subtotal:		\$11,900,000
Contingency Fees		\$100,000
TOTAL:		\$12,039,800

FUND 440—MARINA CAPITAL

Marina Dredging & Mitigation Project

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: **FY 2022**

Engineering/Design: **FY 2022-2026**

Purchase/Construction: **FY 2022-2026**

Estimated Completion: **FY 2026**



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-Memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Rates	\$140,216	\$449,584		\$400,000					\$400,000
Council Priority Project	\$150,000								
Bonds				\$9,900,000					\$9,900,000
County RCED Grant				\$1,000,000					\$1,000,000
Project BFB			\$449,584						\$449,584
TOTAL REQUESTED FUNDS:	\$290,216		\$449,584	\$11,300,000					\$11,749,584

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Replacement of the failing breakwater that protects the City's municipal Marina.

PROJECT NEED: The breakwater was installed in two sections. The south side was installed in the mid 80's and the north side was installed in the early 90's. For most of this time it has withstood numerous storms and served the marina well. Over the past five (5) years it has started to show its age and has suffered over one million in damage from storm surges. Washington Cities Insurance Authority (WCIA) has now raised the deductible to \$100,000 due to all of the claims that have been submitted. Based on the damage it has suffered, its age and the cost to repair it, it is now time to replace it to protect the Marina. The breakwater cost is based on a top down per square foot estimate for a similar monolithic concrete breakwater. Mitigation credits for the breakwater are estimated at \$1,500 per credit and 10.5 credits per 1,000 square feet.

DEVELOPMENT PLAN & STATUS: We are currently working with Moffat & Nichols on a dredging and Marina renovation project. The breakwater is likely to be part of the renovations project although it is likely to have its own feasibility, design, and permitting costs. Through these discussions it will be determined if we need a monolithic floating breakwater, rubble pile, sheet wall breakwater or something entirely different. There has not been any City Council action on this project.

COST & FINANCING DATA:

COST ASSUMPTIONS	440.00.594.75.6300	mar26xx
Pre-Design Services/Feasibility		\$100,000
Engineering Design/Services		\$300,000
New breakwater		\$5,250,000
Construction Services		\$1,850,000
Subtotal:		\$7,500,000
Contingency Fees		
TOTAL:		\$7,500,000

FUND 440—MARINA CAPITAL

Marina Breakwater Replacement & Mitigation Project

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY 2026

Engineering/Design: FY 2026-2028

Purchase/Construction: FY 2027-2028

Estimated Completion: FY 2028



REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-Memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Unsecured, funding To Be Determined	-	-		\$7,500,000					\$7,500,000
TOTAL REQUESTED FUNDS:	-			\$7,500,000					\$7,500,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Dredging of the channel into Oak Harbor.

PROJECT NEED: The navigable channel serving the City of Oak Harbor Marina has likely not been dredged since the 1960s and is in need of dredging. At its narrowest part, the bottom of the channel at low tide is only about two feet deep. Compounding the problem is that low tides in the summer occur during the day reducing access at peak boating season. It is estimated that four or more boats run aground per season and must wait for high tide to float off the sand bar. The shallow depth prohibits larger vessels or keeled sailboats from entering the harbor.

DEVELOPMENT PLAN & STATUS: The Army Corps of Engineers determined the channel is not a Federal Navigation Channel and the Marina lacks sufficient economic impact for federal dredging. There has not been any planning, design, or City Council action on this project. Staff is seeking funding for the channel dredging project.

FUND 440—MARINA CAPITAL

Channel Dredging

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY 2027

Purchase/Construction: FY 2030

Estimated Completion: FY 2030



COST & FINANCING DATA:

COST ASSUMPTIONS	440.00.594.75.6300	mar27xx
Pre-Design Services/Feasibility		\$ -
Engineering Design/Services		\$ 300,000
Construction Services		\$5,000,000
Subtotal:		\$5,300,000
Contingency Fees		
TOTAL:		\$5,300,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-Memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Unsecured, funding To Be Determined	-				\$300,000			\$5,000,000	\$5,300,000
TOTAL REQUESTED FUNDS:	-				\$300,000			\$5,000,000	\$5,300,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: Repairs and replacement of failing infrastructure at the Marina.

PROJECT NEED: The Marina is 50 years old and many of its facilities and infrastructure is past useful life as evidenced by the electrical system failing, fuel line breaks, deteriorating docks and outdated facilities. This project is intended to make repairs and replace failing infrastructure to extend the life of the Marina in place of a full redevelopment. The project will replace power pedestals and electrical systems, remodel the restrooms, construct an accessible Harbor Master’s Office that is up to code and meets the needs of Marina guests, remodel the Fuel Dock Shack, replace the entrance fence and welcome center, safety improvements to the maintenance shop, and repair the crumbling cement docks.

DEVELOPMENT PLAN & STATUS: There has not been any planning, design, or City Council action on this project. Staff is seeking funding sources for the Marina Renovation & Mitigation project.

FUND 440—MARINA CAPITAL

Marina Renovations & Mitigation Project

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: FY

Engineering/Design: FY

Purchase/Construction: FY 2028

Estimated Completion: FY 2028



COST & FINANCING DATA:

COST ASSUMPTIONS	440.00.594.75.6300	mar28xx
Pre-Design Services/Feasibility		\$ -
Engineering Design/Services		\$ -
Construction Services		\$13,200,000
Subtotal:		\$13,200,000
Contingency Fees		
TOTAL:		\$13,200,000

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-Memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Unsecured, funding To Be Determined	-					\$13,200,000			\$13,200,000
TOTAL REQUESTED FUNDS:	-					\$13,200,000			\$13,200,000

*Spent to Date is posted amounts through 08/20/24

PROJECT DESCRIPTION: This project will consist of removing and replacing the 950' Southern Log Boom and suspending it so that it does not come into contact with the substrate.

PROJECT NEED: This project will consist of removing and replacing the 950' Southern Log Boom and suspending it so that it does not come into contact with the substrate. This is a Washington State Department of Natural Resources (DNR) lease requirement.

DEVELOPMENT PLAN & STATUS:

1. Create a bid packet and hire a Marine Engineering firm to create design plans.
2. Obtain City Council approval to award the engineering contract.
3. Create a bid packet and hire a Marine Construction company to facilitate the construction of the beach soft shore armoring and to perform the actual work.
4. Obtain City Council approval to award the construction contract.

**This project may fall under the Marina renovation project.

There has not been any planning, design, or City Council action on this project. Staff is seeking funding sources for the Southern Log Boom Replacement project.

COST & FINANCING DATA:

COST ASSUMPTIONS	440.00.594.75.6xxx	mar28xx
Engineering Design/Services		\$25,000
Construction Services		\$350,000
Subtotal:		\$375,000
Contingency Fees		\$20,000
TOTAL:		\$395,000



FUND 440—MARINA CAPITAL

Replace Southern Log Boom

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre-Design: **FY**

Engineering/Design: **FY**

Purchase/Construction: **FY 2028**

Estimated Completion: **FY 2028**

REVENUE SOURCE	FISCAL YEAR FUNDING REQUESTS								
	SPENT TO DATE	BFB-Memo	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	6 YR TOTAL
Unsecured, funding To Be Determined	-	-				\$395,000			\$395,000
TOTAL REQUESTED FUNDS:	-					\$395,000			\$395,000

*Spent to Date is posted amounts through 08/20/24