

**ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE  
DECEMBER 4, 2024**

Those interested in attending the meeting virtually may use the following link:  
<https://zoom.us/j/95701446335?pwd=U2N4V1FXSVdiNDJLL1B2UXlDc3F2QT09>  
or for voice only, **Dial by your location:** (253) 215-8782  
**Meeting ID:** 957 0144 6335 **Passcode:** 969196

9:00 a.m.	Commissioners – Levy Certification
9:10 a.m.	Information Technologies
9:55 a.m.	Public Health
10:05 a.m.	Human Resources
10:20 a.m.	County Administration
10:40 a.m.	Planning and Community Development

**NOON BREAK**

1:00 p.m.	Commissioners Office
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The Board of County Commissioners meets routinely in Work Session the first three Wednesdays of each month. Work Sessions are held in the Annex Building, Board of County Commissioners' Hearing Room, #B102, 1 NE 6<sup>th</sup> Street, Coupeville, WA.

Work Sessions are public meetings that provide an informal workshop format opportunity for the Board to review ongoing items with departments or to meet with other agencies, committees, or groups to discuss specific topics of mutual interest. Items are typically reviewed at Work Session before being scheduled on the agenda for the Board's regular Tuesday business meetings.

While Work Sessions do not have time set aside for verbal public comment, written public comment is welcomed and can be directed to the Clerk of the Board by submitting comments to [CommentBOCC@islandcountywa.gov](mailto:CommentBOCC@islandcountywa.gov). If you have questions regarding public comment, you may call (360) 679-7385. Written public comments are considered a public record.

Times for each department are approximate; a time slot scheduled for a specific department may be revised as the Work Session progresses. Because of the workshop format and time sensitivity, certain items, topics, and materials may be presented that are not included in the published agenda. **If you are interested in reviewing those documents, please contact the Clerk of the Board at (360) 679-7354.**

**ASSISTIVE LISTENING AVAILABLE:** Please contact the clerk for an assistive listening device to use during the meeting. Please return the device at the end of the meeting.

**NOTE:** Audio recordings are posted within 48 hours of the meeting date. To listen to the recording visit the [Agenda Center](#) on the Island County website.



**ISLAND COUNTY COMMISSIONERS**

**WORK SESSION AGENDA**

**MEETING DATE: 12/4/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: BOCC Staff**

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**Amount of time requested for agenda discussion. 25 minutes**

**Agenda Item No.: 1**

**Subject: Discussion of Certification of Levies for the Collection of Taxes in the Year 2025.**

**Description:** Certification by the Legislative Authority of tax amounts by taxing districts for levy purposes.

**Attachment: RCW 84.52.020, Levy District Certifications and Resolutions**

**Request:** *(Check boxes that apply)*

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular           |
| <input type="checkbox"/> None/Informational         | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request          | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable

**Agenda Item No.: 2**

**Subject: Selection of 2025 Chair Board of County Commissioners**

**Description:** Selection of 2025 Chair Board of County Commissioners

**Attachment: None**

**Request:** *(Check boxes that apply)*

- |   |   |
|---|---|
| <input type="checkbox"/> Move to Consent    | <input checked="" type="checkbox"/> Move to Regular |
| <input type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing  |
| <input type="checkbox"/> Signature Request  | <input type="checkbox"/> Other: _____               |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable

Exhibit A

CERTIFICATION TO ASSESSOR OF TAXING DISTRICT LEVY CERTIFICATIONS AND  
ORDINANCE/RESOLUTIONS FOR THE 2024 LEVY FOR COLLECTION IN 2025

Cemetery No. 1 North Whidbey

Cemetery No. 2 Central Whidbey

City of Langley

City of Oak Harbor

Town of Coupeville

Fire & Rescue District No. 1 Camano

Fire & Rescue District No. 2 North Whidbey

Fire & Rescue District No. 3 South Whidbey

Fire & Rescue District No. 5 Central Whidbey

Island County Conservation Futures, General Fund & Roads

Library Sno-Isle Regional: Coupeville Capital Facility

North Whidbey Pool, Park, & Recreation

Parks & Recreation South Whidbey

Port of Coupeville

Port of South Whidbey

School District No. 201 Oak Harbor

School District No. 204 Coupeville

School District No. 206 South Whidbey

Whidbey Health EMS

Whidbey Health Public Hospital



## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Lee Koetje (Name),  
Commissioner (Title), for ICCD #1 (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/21/24 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>                    </u>
Total certified levy request amount, which includes the amounts below.	<u>30,093.34</u>	<b>RECEIVED</b>
Administrative refund amount	<u>93.34</u>	<b>NOV 25 2024</b>
Non-voted bond debt amount		
Other*		<b>ISLAND COUNTY COMMISSIONER'S OFFICE</b>

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* <u>                    </u>
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.  
Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Lee Koetje Date: 11-21-24

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



**Ordinance / Resolution No.** 2024 - 2  
**RCW 84.55.120**

**WHEREAS**, the Commissioners of ICCD #1 has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 27,968.25; and,  
(Previous year's levy amount)

**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 279.68  
which is a percentage increase of 1.0 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 21<sup>st</sup> day of Nov, 2024.

Lee Houty  
Mr. Foster  
Elizabeth Reeder

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.

**ISLAND COUNTY CEMETERY DISTRICT #1**

1961 NE 16<sup>TH</sup> AVE  
OAK HARBOR WA 98277

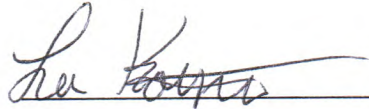
**RESOLUTION # 2024-3**

WHEREAS, an annual budget for calendar year 2025 is required to be submitted to the Island County Auditor by 30 November 2024;

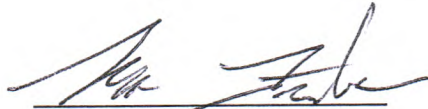
WHEREAS, Island County Cemetery District #1 commissioners have reviewed the attached budget at their monthly meeting;

THEREFORE, It is unanimously resolved at this budget meeting on November 21, 2024 to adopt and submit the attached calendar year 2025 budget for Island County Cemetery District One.

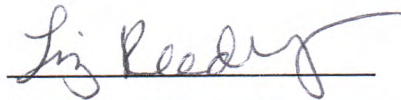
ADOPTED this 21<sup>st</sup> day of November, 2024

A handwritten signature in dark ink, appearing to read 'Lee Koetje', written over a horizontal line.

Lee Koetje, Commissioner

A handwritten signature in dark ink, appearing to read 'Mark Forbes', written over a horizontal line.

Mark Forbes, Commissioner

A handwritten signature in dark ink, appearing to read 'Liz Reedy', written over a horizontal line.

Liz Reedy, Commissioner



# CEMETERY DISTRICT #1

## 2024 Budget

	Budget 2025			
<b>INCOME - 2025</b>				
Grave Sales	30,000			
Columbarium Sales	25,000			
Monument Sales	40,000			
Liner Sales	15,000			
Vase & Inscription Sales	20,000			
Setting Income	7,000			
Opening & Closing of Graves Income	60,000			
Equipment Charges	15,000			
Recording Fees	1,500			
Property Tax/Levy Income	30,000			
Sales Tax Income	7,500			
Other Income	900			
Interest Income	1,750			
<b>Total Income</b>	<b>253,650</b>			
<b>EXPENSES - 2025</b>				
Advertising	335			
Audit, State	1,250			
Bank/ Credit Card Charges	675			
Commissioner Compensation	4,788			
Contracted Work (Bookkeeping)	9,270			
County Election Expense	10,500			
Grounds Maint. (Greens, Trees, Roads)	12,000			
Insurance & Bond	5,750			
Liner Expense	8,400			
Monument Purchases	35,000			
Vase & Inscription	8,000			
Office Expense	3,000			
Open/Close Expense	1,000			
Shop Expense	1,250			
Taxes, 941, SDI, Property, Sales, Misc	35,000			
Truck/Backhoe License/Upkeep	1,250			
Utilities	6,300			
Wages Employees	103,460			
<b>Total Expenses</b>	<b>247,228</b>			
<b>Income less Expenses--Net Profit/Loss</b>	<b>6,422</b>			



**Form 64 0100**

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Dawn L Wilson (Name),  
Auditing Officer/Accountant (Title), for Island County Cemetery District #2 (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/12/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy*
Total certified levy request amount, which includes the amounts below.	<del>45,000.00</del> 45,113.31	
Administrative refund amount	113.31	
Non-voted bond debt amount		
Other*		

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ISLAND COUNTY  
COMMISSIONER'S OFFICE

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Dawn L Wilson Date: 11-12-2024

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**Ordinance / Resolution No.** 113  
**RCW 84.55.120**

**WHEREAS**, the Board of Commissioners of Island County Cemetery has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 45,000.00; and,  
(Previous year's levy amount)

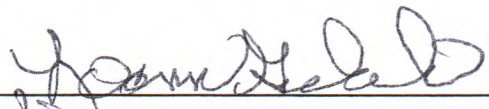


**WHEREAS**, the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 383.55  
which is a percentage increase of 1 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 12 day of November, 2024.

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

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Form 640100

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NOV 21 2024

ISLAND COUNTY  
COMMISSIONER'S OFFICE

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Kelly Beech (Name),  
Finance Director (Title), for City of Langley (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Council (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/04/224 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>                    </u>
<b>Total certified levy request amount, which includes the amounts below.</b>	<b>502,253.79</b>	
Administrative refund amount	<b>2,253.79</b>	
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* <u>                    </u>
<b>Total certified levy request amount, which includes the amounts below.</b>		<b>491,342.82</b>			
Administrative refund amount		<b>1,342.82</b>			
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: [Signature] Date: 11/19/2024

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**Ordinance / Resolution No.** 1116  
**RCW 84.55.120**

**WHEREAS**, the City Council of the City of Langley has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 475,645.80; and,  
(Previous year's levy amount)

**WHEREAS**, the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 4,756.46  
which is a percentage increase of 1.0 % from the previous year. This increase is exclusive of  
(Percentage increase)

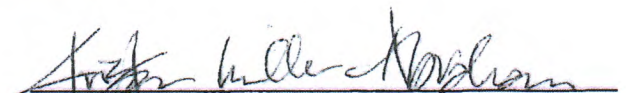
additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 4th day of November, 2024.



Krista "Kennedy" Horstman

Mayor, City of Langley



Kristen Miller Abraham

Interim Deputy Clerk

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

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Form REV 64 0100

NOV 21 2024

ISLAND COUNTY  
COMMISSIONER'S OFFICE

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Ronnie Wright (Name),  
Mayor (Title), for City of Oak Harbor (District name),  
do hereby certify to the Island County Commissioners (Name of county) County legislative authority  
that the City Council (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/19/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>                    </u>
Total certified levy request amount, which includes the amounts below.	7,924,189.76	
Administrative refund amount	24,189.76	
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* <u>                    </u>
Total certified levy request amount, which includes the amounts below.		637,096.29			
Administrative refund amount		2,833.79			
Other*					

\* Examples of other levy types may include EMS, school district transportation, or construction levies.  
Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: R. Wright Date: November 6, 2024

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



## ORDINANCE NO. 2010

**AN ORDINANCE OF THE CITY OF OAK HARBOR, WASHINGTON, LEVYING THE GENERAL PROPERTY TAXES FOR THE CITY OF OAK HARBOR FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2025, ON ALL PROPERTY, BOTH REAL AND PERSONAL, WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF PROVIDING SUFFICIENT REVENUE TO CARRY ON THE OPERATIONS OF THE CITY FOR THE ENSUING YEAR; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Oak Harbor, Washington, has met and considered the City's anticipated budgeted financial requirements for the calendar year 2025; and

WHEREAS, the population of the City is more than 10,000; and

WHEREAS, per RCW 84.55.120, the City Council held a duly noticed public hearing on August 20, 2024; and

WHEREAS, the City Council has determined it is in the best interest of and is necessary to meet the obligations of the City to increase the regular property tax levy.

Now, therefore, THE CITY COUNCIL OF THE CITY OF OAK HARBOR do ordain as follows:

**Section one. Regular Property Tax Levy.** That an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$75,300.17 which is a percentage increase of 101% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

**Section two. Certification.** The City Council of the City of Oak Harbor, Washington gives authorization for the Mayor or the City Administrator to sign and certify the Island County Property Tax Levy form.

**Section three. Conflict.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Section four. Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

**Section five. Effective Date.** This Ordinance shall be in full force and effect five (5) days after publication.



## **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



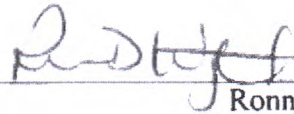
<b>Fund</b>	<b>2025-26 Biennial Budget</b>
001 General Fund	\$65,041,933
002 General Fund Reserves	4,542,550
003 Current Exp. - FSA	80,000
005 Current Exp. - Seizure	33,427
006 Whidbey Island Marathon	304,600
007 General Fund Projects	12,096,336
101 Streets	4,462,206
102 Streets Projects	5,628,629
103 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
<b>Grand Total</b>	<b>\$326,696,330</b>

Adopted by the City Council this 19th day of November, 2024

THE CITY OF OAK HARBOR

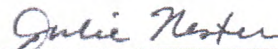
Veto  
Approve

( )  
(✓)




\_\_\_\_\_  
Ronnie Wright, Mayor

ATTEST:

  
\_\_\_\_\_  
Julie Nester, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Hillary J. Evans, City Attorney



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	\$ 8,889	\$ 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



**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



<b>2025-2026 CIP Preliminary Revenue Sources</b>			
<b>Dedicated Revenue</b>	<b>2025</b>	<b>2026</b>	<b>Two year total</b>
<b>General Government</b>			
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	-		-
<b>Subtotal:</b>	<b>11,601,469.00</b>	<b>260,000.00</b>	<b>11,861,469.00</b>
<b>Parks and Recreation</b>			
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	-		-
<b>Subtotal:</b>	<b>4,094,623.00</b>	<b>2,820,000.00</b>	<b>6,914,623.00</b>
<b>Streets</b>			
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
<b>Subtotal:</b>	<b>3,878,278.00</b>	<b>984,500.00</b>	<b>4,862,778.00</b>
<b>Transportation Benefit District</b>			
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
<b>Subtotal:</b>	<b>2,570,587.00</b>	<b>900,000.00</b>	<b>3,470,587.00</b>
<b>Internal Services</b>			
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
<b>Subtotal:</b>	<b>4,647,205.00</b>	<b>1,925,000.00</b>	<b>6,572,205.00</b>



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
<b>Total REET 1 Uses:</b>	<b>600,000.00</b>	<b>1,191,104.00</b>	<b>1,791,104.00</b>

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
<b>Total REET 2 Uses:</b>	<b>709,615.00</b>	<b>986,100.00</b>	<b>1,695,715.00</b>

- Identify how REET 1 and 2 funds authorized for permitted expanded purposes will be used during the succeeding two-year period:





**RECEIVED**  
Form 64 0100  
NOV 14 2024

ISLAND COUNTY  
COMMISSIONER'S OFFICE

## Levy Certification


Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

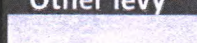
This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Corine Jackson (Name),  
Clerk Treasurer (Title), for Town of Coupeville (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Town Council (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 10/22/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* 
Total certified levy request amount, which includes the amounts below.	450,531.23	
Administrative refund amount	531.23	
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* 
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Corine Jackson Date: 10/23/2024

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.

TOWN OF COUPEVILLE  
Coupeville, Washington

COPY

**ORDINANCE NO. 798**

**An ORDINANCE of the Town Council of the Town of Coupeville, Levying Taxes on Real Property subject to taxation within the corporate limits of the Town of Coupeville, Washington for the year 2025 - Pursuant to RCW 84.55.120**

**WHEREAS**, the Town Council of the Town of Coupeville has met and considered its budget for the calendar year 2025; and

**WHEREAS**, the Town of Coupeville's actual levy amount from the previous year was \$429,299.66, and

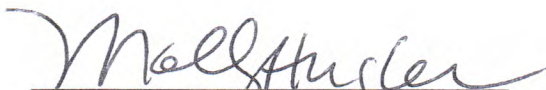
**WHEREAS**, the population of the Town of Coupeville is less than 10,000; and now, therefore


**BE IT ORDAINED** by the Town Council of the Town of Coupeville that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$4,293.00, which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in value of state assessed property, any annexations that have occurred and any refunds made.

**ADOPTED** by the Town Council and **APPROVED** by the Mayor this 22<sup>nd</sup> day of October, 2024.

MAYOR

ATTEST

  
Molly Hughes, Mayor

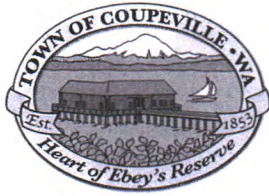
  
Chris Jolly, Deputy Clerk

APPROVED: October 22, 2024

PUBLISHED: October 26, 2024

EFFECTIVE: January 1, 2025





## Town of Coupeville

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4 NE Seventh • Coupeville, WA 98239  
360.678.4461 • [www.townofcoupeville.org](http://www.townofcoupeville.org)

Contact information for Finance and Administration staff for the Town of Coupeville is as follows:

Mayor, Molly Hughes

[mayor@townofcoupeville.org](mailto:mayor@townofcoupeville.org)

Clerk-Treasurer, Corine Jackson

[clerktreasurer@townofcoupeville.org](mailto:clerktreasurer@townofcoupeville.org)

Deputy Clerk, Chris Jolly

[cjolly@townofcoupeville.org](mailto:cjolly@townofcoupeville.org)

Fiscal Clerk, Sarah Swan

[fiscalclerk@townofcoupeville.org](mailto:fiscalclerk@townofcoupeville.org)

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Amy Martin (Name),  
Board Secretary (Title), for Island County Fire Protection District #1 (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Board of Fire Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on November 12, 2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>EMS</u>
<b>Total certified levy request amount, which includes the amounts below.</b>	<b>9,015,736.10</b>	<b>3,007,119.73</b>
Administrative refund amount	<b>15,736.10</b>	<b>7,119.73</b>
Non-voted bond debt amount		<b>RECEIVED</b>
Other*		<b>NOV 26 2024</b>

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
<b>Total certified levy request amount, which includes the amounts below.</b>		<b>1052186.89</b>			
Administrative refund amount		<b>6,586.89</b>			
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: [Signature] Date: 11-12-2024

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



**Camano Island Fire and Rescue**  
Island County Fire Protection District No. 1  
811 N. Sunrise Blvd.  
Camano Island, WA 98282

**Resolution 2024-05**

**A RESOLUTION ADOPTING THE TAX REVENUES AND BUDGET FOR THE YEAR 2025**

**Whereas**, the County Assessor for Island County has provided the Board of Fire Commissioners of Island County Fire Protection District No. 1 the preliminary assessed value of real properties lying within the boundaries of said District on October 2nd, 2023; and,

**Whereas**, Title 84.52.020 of the Revised Code of Washington requires that the District must certify to the county legislative authority for the purpose of levying District taxes, budgets or the estimates of the amount to be raised by taxation; and,

**Whereas**, the taxable assessed valuation for Fire Protection Services of real properties lying within the boundaries of said District for the calendar 2024 is reported to be \$6,798,086,597; and,

**Whereas**, the assessed valuation for Fire Protection Services of new construction of properties lying within the boundaries of said District for the Calendar year 2024 is reported to be \$39,774,913; and,

**Whereas**, the taxable assessed valuation for Emergency Medical Care Services of real properties lying within the boundaries of said District for the calendar year 2024 is reported to be \$7,028,036,239; and,

**Whereas**, the assessed valuation for Emergency Medical Care Services of new construction of properties lying within the boundaries of said District for the Calendar year 2024 is reported to be \$39,818,113; now,

**Therefore be it Resolved**, that

1. The attached hereto Levy Certification (by this reference made a part of this resolution) be, and hereby is adopted as the budget of Island County Fire Protection District No. 1 for the calendar year 2025.
2. That the Honorable Board of County Commissioners of Island County, Washington, be and are hereby requested to make levies for 2024 (for tax collection in 2025) for said Island County Fire Protection District No. 1 in the following amounts of \$9,000,000.00 (Fire Levy), \$3,000,000.00 (EMS Levy), and \$29,442.72 (Refund Levy), for a total levy amount of \$12,022,855.83.
3. That the County Treasurer of Island County, Washington, be and is hereby authorized and directed to deposit and sequester the monies received from the collection of the tax levy specified in Section 2 above in the amounts and funds specified below:

A. \$12,022,855.83

B. \$ - 0 -

Expense Fund of said District  
into the Reserve Fund of said District



**Ordinance / Resolution No.** 2024-07

EMS Levy

**RCW 84.55.120**

**WHEREAS**, the Board of Fire Commissioners of Island County Fire Protection District #1 has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 2,536,721.63; and,  
(Previous year's levy amount)

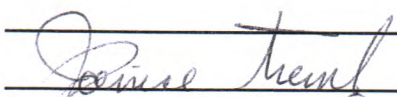
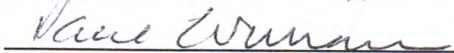
**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

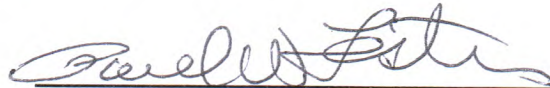
**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 466,309.03  
which is a percentage increase of 18.40 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 12 day of November, 2024.



**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.



**Ordinance / Resolution No.** 2024-06 Fire Levy  
**RCW 84.55.120**

**TO: Island County Assessor's Office**

**WHEREAS**, the Board of Fire Commissioners of Island County Fire Protection District No 1 has met and considered  
(Governing body of the taxing district) (Name of the taxing district)

its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$8,347,342.97; and,  
(Previous year's levy amount)

**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

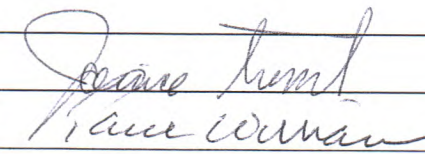
**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

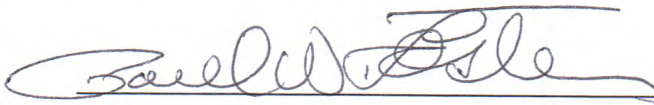
The dollar amount of the increase over the actual levy amount from the previous year shall be \$652,657.03  
(Dollar increase)

which is a percentage increase of 7.82 % from the previous year.  
(Percentage increase)

This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 12 day of November, 2024.

  
\_\_\_\_\_  
Jane Worman

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <https://dor.wa.gov/legacy/Docs/forms/PropTx/Forms/LevyCertf.doc>

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Form 64 0100  
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NOV 13 2024

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

### ISLAND COUNTY COMMISSIONER'S OFFICE

In accordance with RCW 84.52.020, I

**Christopher Swiger**

(Name),

**Fire Chief**

(Title), for

**North Whidbey Fire and Rescue Dist #2**

(District name),


do hereby certify to the **Island** (Name of county) County legislative authority

that the **Board of Fire Commissioners** (Commissioners, Council, Board, etc.) of said district requests


that the following levy amounts be collected in **2025** (Year of collection) as provided in the district's

budget, which was adopted following a public hearing held on **11/12/2024** (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* 
Total certified levy request amount, which includes the amounts below.	<b>2,506,153.00</b>	
Administrative refund amount	<b>6,153.00</b>	
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* 
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: 

Date: **11-13-24**

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**Ordinance / Resolution No. 557**  
**RCW 84.55.120**

**WHEREAS**, the Board of Fire Commissioners of North Whidbey Fire & Rescue has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 2,239,717.21; and,  
(Previous year's levy amount)

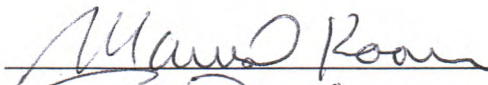
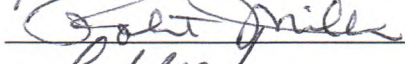

**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 111,985.86  
which is a percentage increase of 5 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 12 day of November, 2024.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

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Form REV 0100  
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**NOV 21 2024**

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

### ISLAND COUNTY COMMISSIONER'S OFFICE

In accordance with RCW 84.52.020, I Nicholas Walsh (Name),  
Fire Chief (Title), for Island County Fire District 3 (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/21/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy*
Total certified levy request amount, which includes the amounts below.	9,703,738.60	
Administrative refund amount	3,738.60	
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: [Signature] Date: 11/21/2024

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



**SOUTH WHIDBEY FIRE/EMS  
5579 BAYVIEW ROAD  
LANGLEY, WA 98260**

**RESOLUTION NO. 2024-15**

**A RESOLUTION** of South Whidbey Fire/EMS, Island County, Washington, to adopt the Budget for 2025

**WHEREAS**, The Fire Commissioners of South Whidbey Fire/EMS have made certification of the taxes to be levied to the Island County Council;

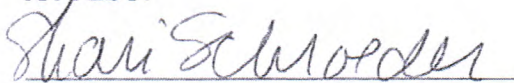
**WHEREAS**, The Fire Commissioners of South Whidbey Fire/EMS establish an annual budget to provide operating and capital funds.

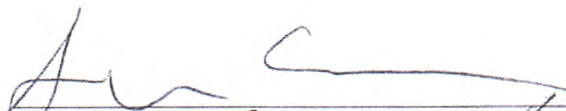
**NOW, THEREFORE, BE IT RESOLVED** that,

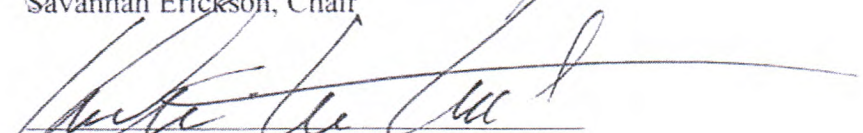
1. That the attached 2025 Budget be hereby adopted as the official budget of South Whidbey Fire/EMS for the calendar year 2025.
2. That the honorable Island County Council be and hereby requested to make a Regular levy for 2025 for South Whidbey Fire/EMS of \$9,103,738.60.
3. That the Island County Treasurer be and is hereby authorized and directed to deposit and sequester the money received from the collection of the tax levy specified in section 2 above in the amount and fund specified below:
  - a. \$9,100,000.00 Regular Levy into the General Fund of South Whidbey Fire/EMS
  - a. \$3,738.60 Refund Levy into the General Fund of South Whidbey Fire/EMS
4. That one copy of this resolution and the 2025 Budget will be delivered to the Island County Council and the Island County Assessor's office.

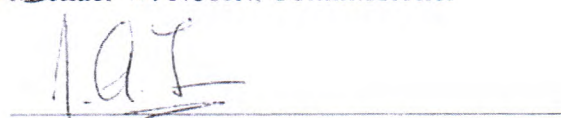
**ADOPTED** at a regular meeting of the Board of Commissioners of South Whidbey Fire/EMS on November 14, 2024, the following Commissioners being present:

ATTEST:

  
Shari Schroeder, Board Secretary

  
Savannah Erickson, Chair

  
Michael W. Noblet, Commissioner

  
Jim Towers, Commissioner

## 2025 BUDGET POSITION

North Whidbey Fire & Rescue

Time: 10:37:22 Date: 11/13/2024

Page: 1

001 General Fund

01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
300 Revenue	2,500,000.00	0.00	2,500,000.00	100.0%
310 Taxes	2,262,114.38	0.00	2,262,114.38	100.0%
330 Intergovernmental Revenues	4,254.00	0.00	4,254.00	100.0%
340 Charges For Goods & Services	317,039.00	0.00	317,039.00	100.0%
360 Interest & Other Earnings	186,514.84	0.00	186,514.84	100.0%
380 Non Revenues	0.00	0.00	0.00	100.0%
395 Sales Of Capital Assets	0.00	0.00	0.00	100.0%
398	0.00	0.00	0.00	100.0%

### 101 SAFER FEMA Grant 2021

330 Intergovernmental Revenues	163,620.00	0.00	163,620.00	100.0%
<b>101 SAFER FEMA Grant 2021</b>	<b>163,620.00</b>	<b>0.00</b>	<b>163,620.00</b>	<b>100.0%</b>

<b>Fund Revenues:</b>	<b>5,433,542.22</b>	<b>0.00</b>	<b>5,433,542.22</b>	<b>100.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
000	2,000.00	0.00	2,000.00	100.0%
010 Salaries & Wages	1,436,956.40	0.00	1,436,956.40	100.0%
020 Benefits	362,400.00	0.00	362,400.00	100.0%
030 Supplies	261,150.00	0.00	261,150.00	100.0%
040 Services	535,700.00	0.00	535,700.00	100.0%
050 Intergov	167,716.32	0.00	167,716.32	100.0%
<b>522 Fire Control</b>	<b>2,765,922.72</b>	<b>0.00</b>	<b>2,765,922.72</b>	<b>100.0%</b>
580 Non Expenditures	0.00	0.00	0.00	100.0%
594 Capital Expenditures	1,837,500.00	0.00	1,837,500.00	100.0%
999 Ending Balance	666,499.50	0.00	666,499.50	100.0%

### 101 SAFER FEMA Grant 2021

010 Salaries & Wages	56,022.00	0.00	56,022.00	100.0%
020 Benefits	18,948.00	0.00	18,948.00	100.0%
030 Supplies	36,000.00	0.00	36,000.00	100.0%
040 Services	52,650.00	0.00	52,650.00	100.0%
<b>522 Fire Control</b>	<b>163,620.00</b>	<b>0.00</b>	<b>163,620.00</b>	<b>100.0%</b>

<b>101 SAFER FEMA Grant 2021</b>	<b>163,620.00</b>	<b>0.00</b>	<b>163,620.00</b>	<b>100.0%</b>
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<b>Fund Expenditures:</b>	<b>5,433,542.22</b>	<b>0.00</b>	<b>5,433,542.22</b>	<b>100.0%</b>
---------------------------	---------------------	-------------	---------------------	---------------

<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>
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2025 BUDGET POSITION TOTALS

North Whidbey Fire & Rescue

Time: 10:37:22 Date: 11/13/2024  
Page: 2

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	5,433,542.22	0.00	100.0%	5,433,542.22	0.00	100%
	5,433,542.22	0.00	100.0%	5,433,542.22	0.00	100.0%

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Paul Messner (Name),  
Fire Commissioner Chair (Title), for Central Whidbey Fire #5 (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on Nov., 14, 2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>Bond</u>
Total certified levy request amount, which includes the amounts below.	4,408,638.15	463,077.18
Administrative refund amount	8,638.15	2,838.59
Non-voted bond debt amount		
Other*		

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ISLAND COUNTY  
COMMISSIONER'S OFFICE

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.  
Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Paul Messner Date: 11/14/2024  
To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest)  
call 360-705-6705. Teletype (TTY) users please dial 711.



**Ordinance / Resolution No.** 24-03  
**RCW 84.55.120**

**WHEREAS**, the Fire Commissioners of Central Whidbey Island Fire & Rescue #5 has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 3,850,247.41; and,  
(Previous year's levy amount)

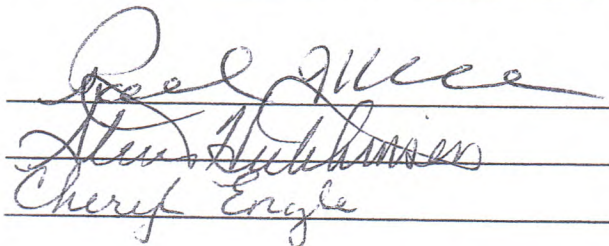
**WHEREAS**, the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 138,608.91  
which is a percentage increase of 3.6 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 14 day of November, 2024.

  
\_\_\_\_\_  
\_\_\_\_\_  
Cheryl Engle

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

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# Central Whidbey Island Fire & Rescue

1164 Race Road  
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

[www.cwfire.org](http://www.cwfire.org)

IN THE MATTER OF  
ADOPTING THE BUDGET FOR 2025

**Resolution 24-04**

WHEREAS: Central Whidbey Island Fire & Rescue, Island County have made certification of the taxes levied to the Island County Council;

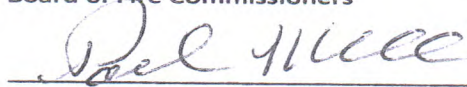
WHEREAS: The Fire Commissioners of Central Whidbey Island Fire & Rescue establishes an official budget each year to provide operating funds and capital funds.

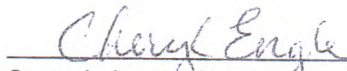
IT IS HERBEY RESOLVED AS FOLLOWS:

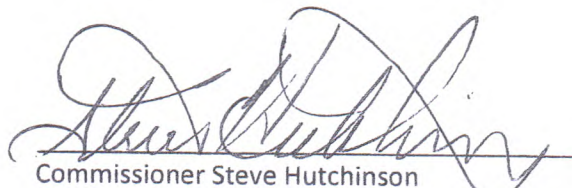
1. That the attached 2025 Budget be hereby adopted as the official budget of Central Whidbey Island Fire & Rescue for calendar year 2025.
2. The honorable Island County Council be and herby requested to make a Regular Levy for 2025 for Central Whidbey Island Fire & Rescue of \$4,400,000.00.
3. The Island County Treasurer be -and is hereby authorized and directed to deposit and sequester the moneys received from the collection of the tax levy specified in section 2 above in the amount and fund specified below:
  - a. \$4,400,00.00 Regular Levy into the General Fund of Central Whidbey Island Fire & Rescue
  - b. \$460,238.59 Excess Levy in the Bond Fund of Central Whidbey Island Fire & Rescue
  - c. \$2,838.59 Refund Levy into the Bond Fund of Central Whidbey Island Fire & Rescue
4. The one copy of this resolution together with the 2025 Budget be delivered to the Island County Council and the Island County Assessor's office.


ADOPTED by the Board of fire Commissioners of Central Whidbey Island Fire & Rescue, Island County Washington at a regular meeting this 14<sup>th</sup> day of November, 2025.

**Central Whidbey Island Fire & Rescue**  
**Board of Fire Commissioners**

  
Commissioner Paul Messner, Chairperson

  
Commissioner Cheryl Engle

  
Commissioner Steve Hutchinson

  
Attest: Cathy Niirö, District Secretary



## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

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OCT 28 2024

ISLAND COUNTY

COMMISSIONER'S OFFICE

In accordance with RCW 84.52.020, I Janella Lewis (Name),  
Finance Director (Title), for Coupeville Library Capital Facility Area (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Coupeville Island LCFA Governing Body (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 10/8/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy*
Total certified levy request amount, which includes the amounts below.		
Administrative refund amount		
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.	221,294.74				
Administrative refund amount	1,294.74				
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Janella Lewis Date: 10/25/2024

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**COUPEVILLE LIBRARY CAPITAL FACILITY AREA  
ISLAND COUNTY, WASHINGTON  
RESOLUTION NO. 2024-01**

**RESOLUTION OF THE GOVERNING BODY OF THE COUPEVILLE LIBRARY CAPITAL FACILITY AREA  
CONCERNING THE PROPERTY TAX LEVY (RCW 84.55.120)**

WHEREAS, the Governing Body of the Coupeville Library Capital Facility Area (CLCFA) has met and considered its funding requirements for the calendar year 2025; and,

WHEREAS, the CLCFA is required to pay annual principal and interest on the CLCFA Unlimited Tax General Obligation Bonds – 2009; and

WHEREAS, the CLCFA actual excess tax levy amount from the previous year was \$217,300.00; and,

WHEREAS, the population of this district is more than 10,000; now, therefore,

BE IT RESOLVED by the Governing Body of Coupeville Library Capital Facility Area that an excess tax levy of \$220,000.00 shall be levied upon all the taxable property in the CLCFA for collection in 2025; and further, that the Treasurer of Island County, Washington, is hereby authorized and requested to deposit in the CLCFA Bond Fund (Fund No. 791) all funds received from the collection of said levy.

The dollar amount of the increase over the actual excess tax levy amount from the previous year shall be \$2,700, which is a percentage increase of 1.24% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly contracted wind turbines, any increase in the value of state assessed property, and any annexations that have occurred and refunds made.

Adopted this 8<sup>th</sup> day of October, 2024

GOVERNING BODY  
COUPEVILLE LIBRARY CAPITAL FACILITY AREA  
ISLAND COUNTY, WASHINGTON

Janet St. Clair  
Janet St. Clair, Chair and Member

Melanie Bacon  
Melanie Bacon, Secretary and Member

Excused  
Jill Johnson, Member

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ISLAND COUNTY  
COMMISSIONER'S OFFICE



## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Jay Cochran (Name),  
Executive Director (Title), for NW Pool, Park, & Recreation District (District name),  
do hereby certify to the Island County (Name of county) County legislative authority  
that the Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11.21.2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>                    </u>
Total certified levy request amount, which includes the amounts below.	\$1,683,153.87	<div style="text-align: center;"> <b>RECEIVED</b>  <b>NOV 22 2024</b>  <b>ISLAND COUNTY</b>  <b>COMMISSIONER'S OFFICE</b> </div>
Administrative refund amount	3,153.87	
Non-voted bond debt amount		
Other*		

### Excess levies

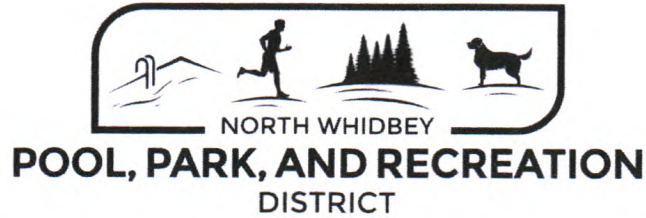
Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* <u>                    </u>
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Jay Cochran Date: 11.21.2024

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.





**RESOLUTION NO. 2024-06**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT APPROVING THE 2025 BUDGET**

WHEREAS, the 2025 Income Budget, totaling \$ 2,289,962.87, was presented to the Board of Commissioners of the North Whidbey Pool, Park, and Recreation District during a public meeting held on November 21, 2024, which outlines the expected revenues from Property Tax Levy Revenue, Intergovernmental Revenue, Charges for Services, Rents, Concessions Revenue, and Grants; and

WHEREAS, the 2024 Expense Budget, totaling \$ 2,163,558.90, was also submitted to the Board of Commissioners during a public budget meeting held on November 21, 2023; and

WHEREAS, the budget figures are based on the General Property Tax (GPT) valuation for 2025, and it is understood that a revised budget may be resubmitted once the certified GPT valuation for 2025 is received;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the North Whidbey Pool, Park, and Recreation District, that the 2025 Budget, as presented on November 21, 2024, is hereby adopted, subject to potential revisions based on the certified GPT valuation.

ADOPTED this 21st day of November 2024, by the Board of Commissioners of the North Whidbey Pool, Park, and Recreation District.

Dated: November 21, 2024

*ABSENT*

Brit Kraner, Commissioner, Chair

*Bill Larsen*  
William "Bill" Larsen, Commissioner

*David Guy*  
David Guy, Commissioner

*Melissa Hartmann*  
Melissa Hartmann, Commissioner

*Jaemee Rozz Witmer*  
Jaemee Rozz Witmer, Commissioner



Form 64 0100

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

RECEIVED

NOV 22 2024

ISLAND COUNTY  
COMMISSIONER'S OFFICE

In accordance with RCW 84.52.020, I Krista Loercher (Name),  
Secretary (Title), for South Whidbey Parks & Recreation District (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Board of Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on Nov. 20, 2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* Bond
Total certified levy request amount, which includes the amounts below.	1,703,554.72	121,702.70
Administrative refund amount	3,554.72	702.70
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* SWARC BOND3
Total certified levy request amount, which includes the amounts below.					1,166,644.66
Administrative refund amount					644.66
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Krista Loercher Date: 11/20/24

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



**Ordinance / Resolution No.** 2024-08  
**RCW 84.55.120**

**WHEREAS**, the Board of Commissioners of South Whidbey Parks & Recreation District has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 1,622,571.38; and,  
(Previous year's levy amount)

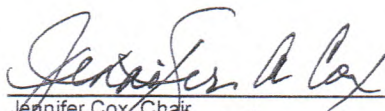
**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

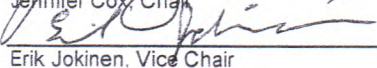
The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 16225.71  
which is a percentage increase of 1 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 20<sup>th</sup> day of November, 2024.



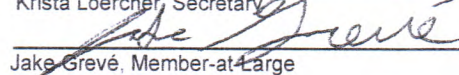
Jennifer Cox, Chair



Erik Jokinen, Vice Chair

Matthew Simms, Treasurer

Krista Loercher, Secretary



Jake Grevé, Member-at-Large

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.



**Form 64 0100**

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Dawn L Wilson (Name),  
Auditing Officer/Accountant (Title), for The Port of Coupeville (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/13/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>IDD</u>
Total certified levy request amount, which includes the amounts below.	<del>473,000.00</del> \$ <u>474,301.82</u> <i>800</i>	<del>1,475,000.00</del> \$ <u>1,478,288.19</u> <i>800</i>
Administrative refund amount	<u>1,301.82</u>	<u>3,788.19</u>
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Dawn L Wilson Date: 11-13-2024

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.





Ordinance / Resolution No. 314  
RCW 84.55.120

WHEREAS, the Board of Commissioners of The Port of Coupeville has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 1,460,000.00; and,  
(Previous year's levy amount)

WHEREAS, the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,  
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 0  
which is a percentage increase of 0 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 13 day of November, 2024.

MARIANNE BURR  
JOHN SMITHASEK Dist 2  
Martin Vandepas Dist 3

Marianne Burr  
John Smithasek  
Martin Vandepas

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.



**Ordinance / Resolution No. 313**

**RCW 84.55.120**

**WHEREAS**, the Board of Commissioners of The Port of Coupeville has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 455,000.00; and,  
(Previous year's levy amount)

**WHEREAS**, the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 4,409.00  
which is a percentage increase of 1 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 13 day of November, 2024.

MARIANNE BURR  
JOHN J. MISHASEK Dist 2  
Martin Vandepas Dist 3

Marianne Burr  
John J. Mishasek  
Martin Vandepas

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.



# **PORT OF COUPEVILLE**

**ISLAND COUNTY, WASHINGTON**

## **RESOLUTION NO. 311**

### **A RESOLUTION of the Port Commission of the Port of Coupeville, Island County, Washington relating to CONTINUING COLLECTION OF AN INDUSTRIAL DEVELOPMENT DISTRICT (IDD) LEVY FOR 2025.**

**WHEREAS**, on October 27, 2021, the Commission of the Port of Coupeville (the "Port") adopted Resolution No. 287, establishing an industrial development district known as the Port of Coupeville Industrial Development District (the "Port of Coupeville IDD"); and

**WHEREAS**, the Port expressly found the need for the improvement of the lands within the boundaries of the Port of Coupeville IDD for the development of a system of harbor improvements and industrial development within the Port District; and

**WHEREAS**, the Port has adopted a comprehensive scheme of harbor improvements as provided by law, which may be amended, modified, and restated (the "Comprehensive Scheme"); and

**WHEREAS**, the Port intends to provide for the redevelopment of lands in the Port of Coupeville IDD in accordance with the powers described in RCW 52.25 *et seq.*; and

**WHEREAS**, the Washington State Legislature has enacted RCW 53.36.160 to permit multiyear levy periods of up to twenty years, commencing with the date of the initial levy. The levies are not required to be collected in each year during the multiyear period, but any such levy shall only be made with approval by the Port Commission in the year prior to each collection year.; and

**WHEREAS**, the Port of Coupeville has now complied with all the requirements of the law relating to the adoption of a multiyear levy period and intends to authorize an industrial development district tax levy; and

**WHEREAS**, Resolution No. 287 established 2021 as the "base year" as that term is defined in RCW 53.36.160(7); and

**WHEREAS**, the Port intends to continue the multiyear levy that was established in Resolution No. 287 for collection in 2025; and

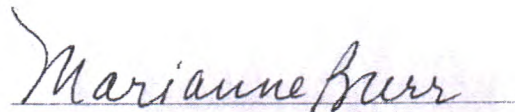
### **NOW, THEREFORE, BE IT RESOLVED, AS FOLLOWS:**

1. In accordance with RCW 53.36.160, the Port hereby authorizes the continued collection in 2025 of an industrial development levy in the amount of \$.45 per \$1,000 of assessed value on all taxable property within the Port for collection over a multiyear period up to 20 years, continuing to utilize 2021 as the "base year" as that term is defined in RCW 53.36.160(7).
2. The Port thereby requests the Island County Auditor to continue IDD tax revenues received to fund titled Port of Coupeville IDD Fund #697 (the "IDD Fund"). The Port of Coupeville shall maintain this separate fund for the collection of the IDD Tax Levy revenues. This IDD Capital Reserve Fund with the Island County Treasurer will be tracked separately in the Port's accounting system.
3. Monies in the IDD Fund shall be used in carrying out the powers granted to the Port under Chapter 53.25 RCW. If IDD levy revenues are not expended in the year in which the levies are made, they may be accumulated in the IDD Fund and carried over from year to year.

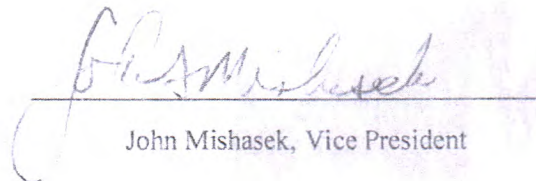


4. In the event IDD levy revenues collected by the Port exceed what is necessary to complete the projects identified in the Port's Comprehensive Scheme of Harbor Improvements (as may be amended), the excess shall be used solely for the retirement of general obligation bonded indebtedness if applicable.
5. This resolution shall take effect immediately upon its adoption.

ADOPTED by Port Commission of the Port of Coupeville, Island County, Washington, at the special public meeting thereof held this 13<sup>th</sup> day of November 2024 and duly authenticated in open session by the signatures of the Commissioners being present and voting.



Marianne Burr, President

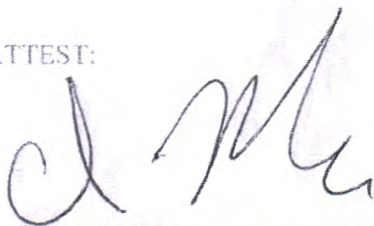


John Mishasek, Vice President



Martin Vandepas, Secretary

ATTEST:



Chris Michalopoulos, Executive Director



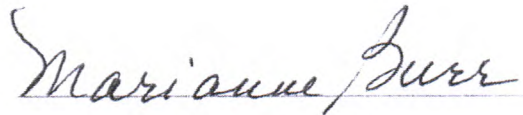
## CERTIFICATION

I, the undersigned, President of the Port Commission (the "Commission") of the Port of Coupeville, Island County, Washington (the "Port"), hereby certify as follows:

1. The attached copy of Resolution No. 311 (the "Resolution") is a full, true, and correct copy of a resolution duly adopted at a regular meeting of the Commission held at the regular meeting place thereof on November 13, 2024, as that resolution appears on the minute book of the Port, and the Resolution is now in full force and effect; and

2. A quorum of the members of the Commission was present throughout the meeting and a majority of the members voted in the proper manner for the adoption of the resolution.

Dated: November 13, 2024

A handwritten signature in cursive script that reads "Marianne Burr". The signature is written in dark ink and is positioned above the printed name.

Marianne Burr, President



**PORT OF COUPEVILLE**  
**ISLAND COUNTY, WASHINGTON**  
**RESOLUTION NO. 312**

**A RESOLUTION of the Port Commission of the Port of Coupeville, Island County, Washington relating to AMENDING THE COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS.**

BE IT RESOLVED BY THE PORT COMMISSION OF THE PORT OF COUPEVILLE, ISLAND COUNTY, WASHINGTON, as follows:

**WHEREAS**, in 1966, the Port of Coupeville (the "Port") was established by majority vote of the citizens of Island County.

**WHEREAS**, RCW 53.20.010 requires that the Port adopt a comprehensive scheme of harbor improvements; and

**WHEREAS**, in 2023, the Port adopted a new comprehensive scheme of harbor improvements ("Comprehensive Scheme") of as provided by law, which may be amended, modified, and restated; and

**WHEREAS**, on October 27, 2021, the Port adopted Resolution No. 287 establishing an industrial development district known as the Port of Coupeville Industrial Development District (the "Port of Coupeville IDD"); and

**WHEREAS**, the Port intends to provide for the redevelopment of lands in the Port of Coupeville IDD in accordance with the powers described in RCW 52.25 *et seq.*; and

**WHEREAS**, no expenditure for improvements of property in an industrial development district shall be made by a port district and no property shall be acquired by it until it has been made part of the comprehensive scheme of harbor improvements as set forth in RCW 53.25.090; and

**WHEREAS**, public notice of the Port Commission's public hearing on the amendment of the Port's Comprehensive Scheme was provided once a week for two consecutive weeks in a newspaper of general circulation in the port district in advance of the hearing on the proposed amendment; and

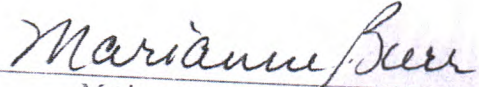
**WHEREAS**, the Port Commission held its public hearing on October 30<sup>th</sup>, 2024 regarding the proposed amendment to the Comprehensive Scheme and has considered all public comments offered; and

**WHEREAS**, after due consideration, the Board of Commissioners of the Port of Coupeville has determined that the amendment of the Comprehensive Scheme is in the best interests of the public health, safety, and welfare and should be adopted;

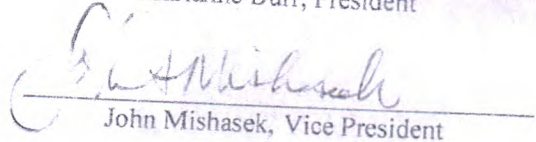
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Port of Coupeville, Island County, Washington that said Comprehensive Scheme of Improvements 2018 – 2025 is hereby amended to state that the Port of Coupeville is authorized to develop or redevelop the marginal lands acquired and continue the land uses which have been declared by the Ch. 53.25 RCW to constitute public uses, and the Port may use public moneys and property acquired in furtherance of the purposes of the Port of Coupeville IDD.



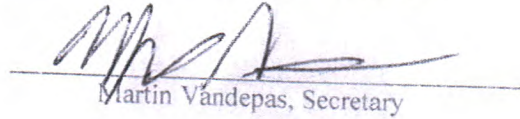
ADOPTED by Port Commission of the Port of Coupeville, Island County, Washington, at the regular public meeting thereof held this 13th day of November 2024 and duly authenticated in open session by the signatures of the Commissioners being present and voting.



Marianne Burr, President

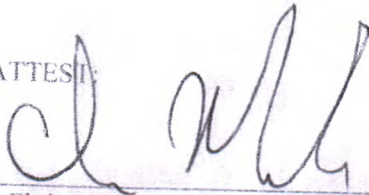


John Mishasek, Vice President



Martin Vandepas, Secretary

ATTEST:



Chris Michalopoulos, Executive Director

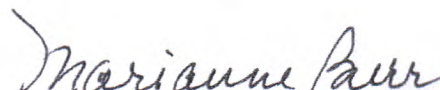
## CERTIFICATION

I, the undersigned, President of the Port Commission (the "Commission") of the Port of Coupeville, Island County, Washington (the "Port"), hereby certify as follows:

1. The attached copy of Resolution No. 302 (the "Resolution") is a full, true, and correct copy of a resolution duly adopted at a regular meeting of the Commission held at the regular meeting place thereof on November 13, 2024, as that resolution appears on the minute book of the Port, and the Resolution is now in full force and effect; and

2. A quorum of the members of the Commission was present throughout the meeting and a majority of the members voted in the proper manner for the adoption of the resolution.

Dated: November 13, 2024

  
Marianne Burr, President



## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Angela Mozer (Name),  
Executive Director (Title), for Port of South Whidbey (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Board of Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/12/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>                    </u>
<b>Total certified levy request amount</b> , which includes the amounts below.	<b>912,076.38</b>	
Administrative refund amount	<b>2,076.38</b>	<b>RECEIVED</b>
Non-voted bond debt amount		<b>NOV 22 2024</b>
Other*		<b>ISLAND COUNTY COMMISSIONER'S OFFICE</b>

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* <u>                    </u>
<b>Total certified levy request amount</b> , which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Angela Mozer Date: 11/12/2024

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



**Ordinance / Resolution No.** 24-03  
**RCW 84.55.120**

**WHEREAS**, the Board of Commissioners of Port of South Whidbey has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 864,963.16; and,  
(Previous year's levy amount)

**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 8,649.63  
which is a percentage increase of 1 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 12 day of November, 2024.

[Signature]  
[Signature]  
[Signature]

Knok (Jack) Ng.  
Gregory Easton  
S. Curtis Gordon

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.



Form 64 0100

RECEIVED

NOV 20 2024

ISLAND COUNTY  
COMMISSIONER'S OFFICE

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I **Amber Porter** (Name),  
**Chief Financial Officer** (Title), for **Oak Harbor School District 201** (District name),  
do hereby certify to the **Island** (Name of county) County legislative authority  
that the **Board** (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in **2025** (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on **August 26, 2024** (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <input type="text"/>
<b>Total certified levy request amount</b> , which includes the amounts below.		
Administrative refund amount		
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* <input type="text"/>
<b>Total certified levy request amount</b> , which includes the amounts below.			<b>12,956,527.00</b>		
Administrative refund amount			<b>106,527.00</b>		
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Amber Porter Date: 11-19-2024

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Form 640100  
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NOV 20 2024

ISLAND COUNTY  
COMMISSIONER'S OFFICE

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I **Lori McLeod (for Dr. Vivanco NWESD Supt.)** (Name),  
**Fiscal Services Supervisor** (Title), for **Coupeville School District** (District name),  
do hereby certify to the **Island** (Name of county) County legislative authority  
that the **Board** (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in **2025** (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on **07/25/24** (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <b></b>
<b>Total certified levy request amount, which includes the amounts below.</b>		
Administrative refund amount		
Non-voted bond debt amount		
Other* <b></b>		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* CPF Tech
<b>Total certified levy request amount, which includes the amounts below.</b>			<b>2,731,344.37</b>		<b>503,445.21</b>
Administrative refund amount			<b>31,344.37</b>		<b>3,445.21</b>
Other* <b></b>					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Lori R. McLeod Date: Nov 18, 2024  
Lori R. McLeod (Nov 18, 2024 08:59 PST)

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



COUPEVILLE SCHOOL DISTRICT NO. 204  
ISLAND COUNTY, WASHINGTON

RESOLUTION NO. 2024-12

ADOPTION OF 2024-2025 BUDGET

A RESOLUTION of the Board of Directors of Coupeville School District No. 204, Island County, Washington, fixing and determining fund appropriations; adopting the 2024-2025 budget, the four-year budget plan summary and the four-year enrollment projection; approving certain fund transfers; and providing for other related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF COUPEVILLE SCHOOL DISTRICT NO. 204, ISLAND COUNTY, WASHINGTON, AS FOLLOWS:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of Coupeville School District No. 204, Island County, Washington (the "District"), takes note of the following facts and hereby makes the following findings and determinations:

(a) Pursuant to RCW 28A.505.040, the District has completed the budget for the 2024-2025 fiscal year and published electronic notice of the same on its website. The 2024-2025 budget includes, among other things, certain fund transfers, a complete financial plan of the District for the ensuing 2024-2025 fiscal year and a summary of the four-year budget plan that includes a four-year enrollment projection.

(b) Pursuant to RCW 28A.505.060, the Board shall adopt the 2024-2025 budget on or before August 1, 2024. Prior to adoption of the 2024-2025 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2024-2025 budget, the four-year budget plan, or any proposed changes to uses of enrichment funding under RCW 28A.505.240 (a/k/a educational programs and operation levy).

(c) The Board, following notice thereof being published in a newspaper of general circulation within the District, conducted a public hearing on July 25, 2024, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2024-2025 budget.

Section 2. Fixing and Determining Fund Appropriations; Adoption of 2024-2025 Budget, Four-Year Budget Summary and Four-Year Enrollment Projection.

(a) The Board hereby fixes and determines the appropriation from each fund contained in the 2024-2025 budget, as follows:

General Fund	\$18,800,000
Capital Projects Fund	\$3,110,000
Transportation Vehicle Fund	\$407,000
Debt Service Fund	\$60,000
Associated Student Body Fund	\$250,000

(b) The Board hereby adopts the 2024-2025 budget, the four-year budget plan summary, and the four-year enrollment projection and the appropriations as fixed and determined above, all of which are on file with the District and incorporated herein by this reference.



Section 3. Fund Transfers.

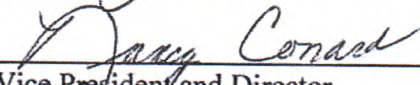
(a) Pursuant to RCW 28A.150.270 and WAC 392-121-445, the Board, in relation to the 2024-2025 budget, hereby (i) approves the transfer or transfers of funds that are not State of Washington apportionment ("State Apportionment"), but are from other district sources that are more particularly described in the 2024-2025 budget; and (ii) authorizes the District's Business Manager to determine the exact amount and timing of such transfer or transfers of district funds.

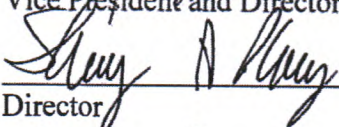
Section 4. General Authorization and Ratification. The Secretary to the Board, the President of the Board, the District's Business Manager and other appropriate officers of the District are hereby further authorized to take all other action, to do all other things consistent with this resolution, and to execute all other documents necessary to effectuate the provisions of this resolution, and all actions heretofore taken in furtherance thereof and not inconsistent with the provisions of this resolution are hereby ratified and confirmed in all respects.

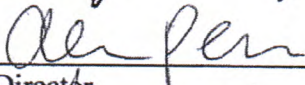
ADOPTED by the Board of Directors of Coupeville School District No. 204, Island County, Washington, at a regular open public meeting thereof, held this 25<sup>th</sup> day of July, 2024, the following Directors being present and voting in favor of the resolution.

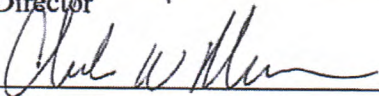
COUPEVILLE SCHOOL DISTRICT NO. 204  
ISLAND COUNTY, WASHINGTON


  
\_\_\_\_\_  
President and Director

  
\_\_\_\_\_  
Vice President and Director

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Secretary to the Board of Directors



Form 64 0100  
RECEIVED

NOV 20 2024

ISLAND COUNTY  
COMMISSIONER'S OFFICE

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I **Lori McLeod (for Dr. Vivanco NWESD Supt.)** (Name),  
**Fiscal Services Supervisor** (Title), for **South Whidbey School District** (District name),  
do hereby certify to the **Island** (Name of county) County legislative authority  
that the **Board** (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in **2025** (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on **07/24/2024** (Date of public hearing).

### Regular levies

Levy	General levy	Other levy*
Total certified levy request amount, which includes the amounts below.		
Administrative refund amount		
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.		2,518,000.00	3,620,614.43	2,263,614.99	
Administrative refund amount			20,614.43	13,614.99	
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Lori R. McLeod Date: Nov 18, 2024  
Lori R. McLeod (Nov 18, 2024 08:59 PST)

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



SOUTH WHIDBEY SCHOOL DISTRICT NO. 206  
ISLAND COUNTY, WASHINGTON

RESOLUTION NO. 688

***ADOPTION OF 2024-2025 BUDGET***

A **RESOLUTION** of the Board of Directors of the South Whidbey School District No. 206, Island County, Washington, fixing and determining fund appropriations; adopting the 2024-2025 budget, the four year budget plan summary and the four-year enrollment projection; and providing for related matters.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTH WHIDBEY SCHOOL DISTRICT NO. 206, ISLAND COUNTY, WASHINGTON, AS FOLLOWS:

Section 1. Findings and Determinations. The Board of Directors (the "Board") of the South Whidbey School District No. 206, Island County, Washington (the "District"), takes note of the following facts and hereby makes the following findings and determinations:

(a) Pursuant to RCW 28A.505.040, the District has completed the budget for the 2024-2025 fiscal year. The 2024-2025 budget includes, among other things, a complete financial plan of the District for the ensuing 2024-2025 fiscal year and a summary of the four-year budget plan that includes a four-year enrollment projection.

(b) Pursuant to RCW 28A.505.060, the Board shall adopt the 2024-2025 budget on or before August 1, 2024. Prior to adoption of the 2024-2025 budget, the Board shall meet and conduct a public hearing to allow any person to be heard for or against any part of the 2024-2025 budget, the four year budget plan, or any proposed changes to uses of enrichment funding under RCW 28A.505.240 (a/k/a educational programs and operation levy).

(c) The Board, following notice thereof being published in a newspaper of general circulation within the District on July 6, 2024 and July 13, 2024 (the South Whidbey Record), conducted a public hearing on July 24, 2024, in accordance with the requirements of RCW 28A.505.060 for the purpose of adopting the 2024-2025 budget.

Section 2. Fixing and Determining Fund Appropriations; Adoption of 2024-2025 Budget, Four-Year Budget Summary and Four-Year Enrollment Projection.

(a) The Board hereby fixes and determines the appropriation from each fund contained in the 2024-2025 budget, as follows:

<b><i>FUND</i></b>	<b><i>2024-2025 Budget</i></b>
General Fund	22,693,718
Capital Projects Fund	33,450,000
Debt Service Fund	1,400,000
Associated Student Body Fund	154,500
Transportation Vehicle Fund	712,900



(b) The Board hereby adopts the 2024-2025 budget, the four-year budget plan summary, and the four-year enrollment projection and the appropriations as fixed and determined above, all of which are on file with the District and incorporated herein by this reference.

Section 3. General Authorization and Ratification. The Secretary to the Board, the Chair of the Board, the District's Assistant Superintendent of Business and other appropriate officers of the District are hereby further authorized to take all other action, to do all other things consistent with this resolution, and to execute all other documents necessary to effectuate the provisions of this resolution, and all actions heretofore taken in furtherance thereof and not inconsistent with the provisions of this resolution are hereby ratified and confirmed in all respects.

ADOPTED by the Board of Directors of the South Whidbey School District No. 206, Island County, Washington, at a regular open public meeting thereof, of which due notice was given as required by law, held this 24th day of July , 2024, the following Directors being present and voting in favor of the resolution.

E-SIGNED by Brook Willeford  
on 2024-07-25 09:27:49 PDT

---

Brook Willeford, Board Chair

E-SIGNED by Ann Johnson  
on 2024-07-24 18:24:58 PDT

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Ann Johnson, Board Vice Chair

E-SIGNED by Andrea Downs  
on 2024-07-24 18:36:35 PDT

---

Andrea Downs, Director

E-SIGNED by Joseph Greenheron  
on 2024-07-25 11:18:48 PDT

---

Joe Greenheron, Director

E-SIGNED by Marnie Jackson  
on 2024-07-24 19:24:33 PDT

---

Marnie Jackson, Director

**ATTEST:**

E-SIGNED by Josephine Moccia  
on 2024-07-25 07:12:49 PDT

---

Dr. Jo Moccia, Superintendent, Secretary to the Board



**Form 64 0100**

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I Paul Rogers (Name),  
Chief Financial Officer (Title), for Whidbey Island Public Hospital District (District name),  
do hereby certify to the Island (Name of county) County legislative authority  
that the Board of Commissioners (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in 2025 (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on 11/21/2024 (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <u>EMS</u>
Total certified levy request amount, which includes the amounts below.	<u>7,518,727.34</u>	<u>9,717,790.64</u>
Administrative refund amount	<u>18,727.34</u>	<u>17,790.64</u>
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
Total certified levy request amount, which includes the amounts below.		<u>3,633,126.75</u>			
Administrative refund amount		<u>22,751.75</u>			
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies.

Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

Signature: Paul Rogers Date: 11.26.24

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.



**WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT  
ISLAND COUNTY, WASHINGTON  
RESOLUTION NO. 475**

A resolution of the Board of Commissioners (the “Board”) of Whidbey Island Public Hospital District, Island County, Washington (the “District”), approving and adopting the District’s budget, regular property tax levy, emergency medical services property tax levy, and excess property tax levy for calendar year 2025 and approving the limit factor for the District’s regular property tax levy in calendar year 2025.

WHEREAS, RCW 70.44.060 requires the Superintendent of the District (the “Superintendent”) to prepare a proposed budget of the contemplated financial transactions of the District for the ensuing year and to file the budget in the records of the Board on or before the first day in November; and

WHEREAS, RCW 70.44.060 further requires the District to publish public notice of the proposed budget and the date and place of a hearing on the budget for two consecutive weeks in a newspaper printed and of general circulation in Island County; and

WHEREAS, in compliance with the requirements of RCW 70.44.060, the Superintendent has prepared, filed and provided notice of the District’s proposed 2025 budget, which proposed budget is attached hereto as Exhibit A (the “2025 Legal Budget”); and

WHEREAS, the Board held a public hearing on the 2025 Legal Budget on November 15, 2024, in compliance with the requirements of RCW 70.44.060 and RCW 84.55.120; and

WHEREAS, RCW 84.55.010 and RCW 84.55.092 provide that the levy for a taxing district in any year must be set so that the regular property taxes and emergency medical services levy payable in the following year do not exceed the “limit factor” multiplied by the amount of regular property taxes lawfully levied for such district in the highest of the three most recent years in which such taxes were levied for such district, or the highest amount that could have been levied in any year since 1985, plus an additional dollar amount calculated by multiplying the regular property tax levy rate of that district for the preceding year by the increase in assessed value in that district resulting from: (i) new construction; (ii) increases in assessed value due to construction of wind turbine, solar, biomass, and geothermal facilities, if such facilities generate electricity and the property is not included elsewhere; (iii) improvements to property; (iv) any increase in the assessed value of state-assessed property; and (v) any increase in the assessed value of real property within an increment area as designated by any local government (provided that such increase is not included elsewhere); and

WHEREAS, RCW 84.55.005 provides that the limit factor for taxing districts with a population equal to or greater than 10,000 is the lesser of 101% or 100% plus the rate of inflation, which inflation rate is calculated by the Washington State Department of Revenue



based on the percentage change in the implicit price deflator for personal consumption expenditures for the United States as published for the most recent twelve-month period by the bureau of economic analysis of the federal department of commerce by September 25th of the year before the taxes are payable; and

WHEREAS, the Board attests that the population of the District is more than 10,000; and

WHEREAS, the Washington State Department of Revenue has determined that the rate of inflation for property taxes to be collected in 2025 is 2.57%; and

WHEREAS, RCW 84.52.085 provides that (i) if an error has occurred in the levy of property taxes that has caused taxpayers within a taxing district to pay an incorrect amount of property tax, the county assessor is required to correct the error by making an appropriate adjustment to the levy for that taxing district in the succeeding year; and (ii) if the governing authority of the taxing district determines that the amount of the adjustment in the succeeding year is so large as to cause a hardship for the taxing district or the taxpayers within the district, the adjustment may be made on a proportional basis over a period of not more than three consecutive years; and

WHEREAS, 84.52.085 further provides that when calculating the levy limitation under chapter 84.55 RCW for levies made following the discovery of an error, the assessor shall determine and use the correct levy amount for the year or years being corrected as though the error had not occurred and that the amount of the adjustment determined under RCW 84.52.085 shall not be considered when calculating the levy limitation; and

WHEREAS, RCW 84.69.180 and RCW 84.68.040 authorize taxing districts to levy a tax on the taxable property of the district for the purpose of (i) funding property tax refunds, including interest, as ordered by the county treasurer or county legislative authority within the preceding twelve months; and (ii) reimbursing the taxing district for taxes abated or cancelled within the preceding twelve months; and

WHEREAS, the Board, in the course of considering the budget for calendar year 2025, reviewed all sources of revenues and examined all anticipated expenses and obligations; and

WHEREAS, the Board has met and considered all relevant evidence and testimony presented with respect to its budget for the calendar year 2025; NOW, THEREFORE,

BE IT RESOLVED by the Board of Commissioners of Whidbey Island Public Hospital District, Island County, Washington, that:

Section 1. Limit Factor. The Board hereby adopts a limit factor for the District's regular property tax levy and emergency medical services levy for calendar year 2025 of 101% of the highest amount of regular property taxes and emergency medical services taxes levied by the District in the highest of the three most recent years, or the highest amount that could have been levied in any year beginning in 1986, plus an additional dollar amount calculated by multiplying the District's regular property tax levy rate and emergency medical services levy for



the preceding year by the increase in assessed value in the District resulting from new construction; construction of electricity-generating wind turbine, solar, biomass, and geothermal facilities, whether classified as real or personal property; improvements to property; any increase in the assessed value of state-assessed property; and any increase in the assessed value of real property within an increment area as designated by any local government (provided that such increase is not included elsewhere).

Section 2. Approval of Budget. The Board hereby approves and adopts the 2025 Legal Budget as the budget for the District for calendar year 2025, which budget is attached hereto as Exhibits A.

Section 3. Approval of Regular Property Tax Levy. The Board hereby approves and adopts a regular property tax levy for collection in calendar year 2025 in the amount of \$7,421,143.79, which is an increase of 1% over the amount levied in 2024, or such amount as is determined to be accurate by the Island County Assessor's Office; **plus** such actual increase as is calculated by multiplying the increase in assessed value in the District resulting from new construction, construction of electricity-generating wind turbine, solar, biomass and geothermal facilities whether classified as real or personal property, improvements to property, any increase in the assessed value of state-assessed property, and any increase in the assessed value of real property within an increment area as designated by any local government (provided that such increase is not included elsewhere), by the regular property tax levy rate of the District for the preceding year, which is currently estimated to be an amount equal to \$48.859.80; **plus** such additional amount required for prior year refunds, which is currently estimated to be the amount of \$18,727.34. Should these calculations need to be adjusted for any reason in order to maximize the 2025 regular property tax levy in accordance with the authority provided in RCW 84.55.010 and RCW 84.55.092, the Board authorizes the District Superintendent to do so in conjunction with the Island County Assessor's Office.

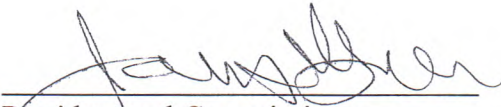
Section 4. Approval of Emergency Medical Services Property Tax Levy. The Board hereby approves and adopts an emergency medical services property tax levy for collection in calendar year 2025 in the amount of \$9,611,006.35, which was determined by multiplying the assessed value of the District by the amount of \$0.50, which is the rate approved by the voters in the District's recent levy lid election, or such amount as is determined to be accurate by the Island County Assessor's Office; **plus** such additional amount required for prior year refunds, which is currently estimated to be the amount of \$17,790.64. Should these calculations need to be adjusted for any reason in order to maximize the 2025 emergency medical services levy in accordance with the authority provided in RCW 84.55.010 and RCW 84.55.092, the Board authorizes the District Superintendent to do so in conjunction with the Island County Assessor's Office.


Section 5. Approval of Excess Property Tax Levy. The Board hereby approves and adopts an excess property tax levy for collection in calendar year 2025 in the amount of \$3,800,394.73 to pay the principal and interest due in calendar year 2025 on the District's outstanding Unlimited Tax General Obligation Bonds, 2013.

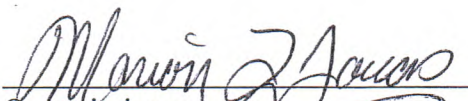


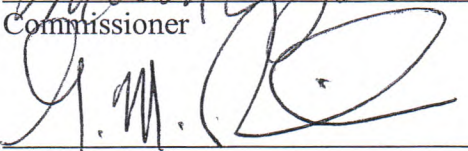
Section 6. Delegation of Authority. The Superintendent is directed to certify to the Island County Assessor, no later than November 30, 2024, a copy of this Resolution showing its adoption. The Superintendent and such other persons as the Superintendent may designate, are hereby further authorized and directed to take all action and to do all things necessary to carry out the provisions of this Resolution.

ADOPTED AND APPROVED by the Board of Commissioners of Whidbey Island Public Hospital District, Island County, Washington, at an open public meeting thereof this 21st day of November, 2024, and the following Commissioners being present and voting in favor of the adoption of the resolution.

  
President and Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

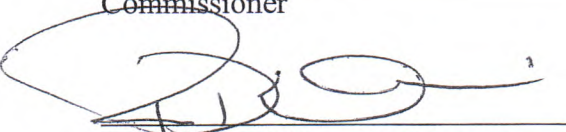
  
Secretary and Commissioner



EXHIBIT A

Whidbey Island Public Hospital District  
Island County, Washington

Final Legal Budget  
FY 2025



## CERTIFICATION

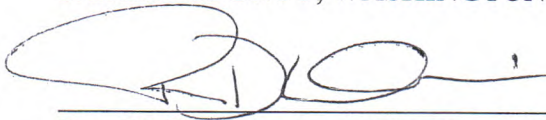
I, the undersigned, Secretary of the Board of Commissioners of Whidbey Island Public Hospital District, Island County, Washington (the "District"), hereby certify as follows:

1. The attached copy of Resolution No. 475 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at an open public meeting of the Board of Commissioners of the District held on November 21, 2024, as that resolution appears on the minute book of the District; and

2. A quorum of the members of the Board of Commissioners was present throughout the meeting and no fewer than four of the five members voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 21st day of November, 2024.

WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT  
ISLAND COUNTY, WASHINGTON

A handwritten signature in blue ink, appearing to read 'Ron Wallin', is written over a horizontal line.

Ron Wallin, Secretary of the Board of Commissioners



## Exhibit A

Whidbey Island Public Hospital District  
Operating and Capital Budget  
12 Months Ending December 31, 2025



Operating Budget Assumptions  
2025

Net Patient Revenue

- Price Increases of 5% across the board January 1, 2025
- PET/CT services implementation November, 2024
- Clinics growth/expansion 4%
- Expense-related workflow improvements 2.5% increase in patient volumes
- OR Closure 25 inpatient surgeries, admissions and 175 outpatient surgeries
- EMS station addition
- The Data Initiative (AI) is budgeted to reduce revenue deductions

Other Operating Revenue

- EMS levy increase \$3.3 million

Operating Expenses

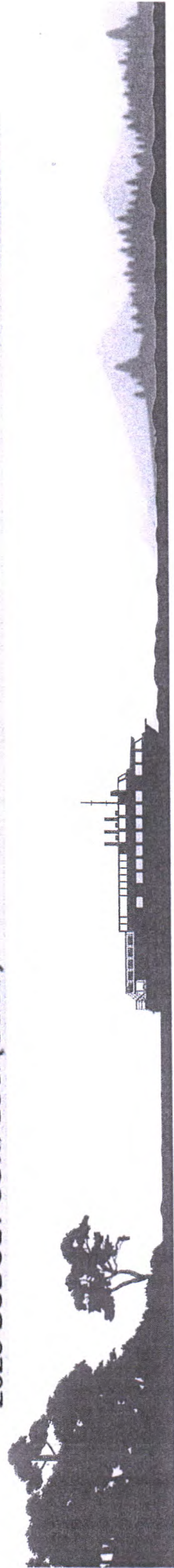
- Wage increases to average 2.0%
- Contract labor replacement of 20% with employed personnel
- PET/CT services implementation to increase purchased services and supplies
- Clinics growth/expansion to increase salary, benefits, and supplies; 5.0 FTE's
- EMS station addition to increase labor costs and supplies; 8.4 FTE's
- Expense related productivity improvements will be offset by increased depreciation
- The Data Initiative (AI) cost budgeted to equal the decrease in revenue deductions
- Inflation 4%
- Medical/Dental insurance budgeted to increase \$250,000
- Employee appreciation program \$55,000
- Depreciation on 2025 acquired assets \$467,577
- IV pumps replacement (98) \$250,880
- OR closure to reduce supplies, physician fees, and purchased services expenses

Non-Operating Revenue/Expense

- Levy increases 1%
- Bond interest expense is lower due to reductions in principal
- FDA Grant \$2,500,000 for purchase of \$3,800,000 HVAC unit

## 2025 Operating Budget Bridge

2024 FORECAST SURPLUS/(LOSS)	\$ 1,501,385
Inflation 4%	(1,817,794)
Distressed Hospital Grants	(1,577,216)
Labor Unions	(979,944)
OR Closure	(728,971)
Depr/Amort New Assets	(565,077)
IV Pumps Replacement	(250,880)
Medical/Dental	(250,000)
Non-Union Exempt increases	(208,895)
Interfaces	(96,800)
Non-Union Non-Exempt Increases	(90,521)
Employee Appreciation	(55,000)
EMS addition	(7,248)
Expense	-
The Data Initiative	-
Clinic Expansions	25,986
Levy increases 1%	44,441
PET/CT	77,450
Bond interest expense	156,336
Contract Labor Replacement	304,492
5% price increase 1/1/2025	442,830
Grant Funding for HVAC system	2,500,000
EMS Levy	3,300,000
2025 BUDGET SURPLUS/(LOSS)	\$ 1,724,573



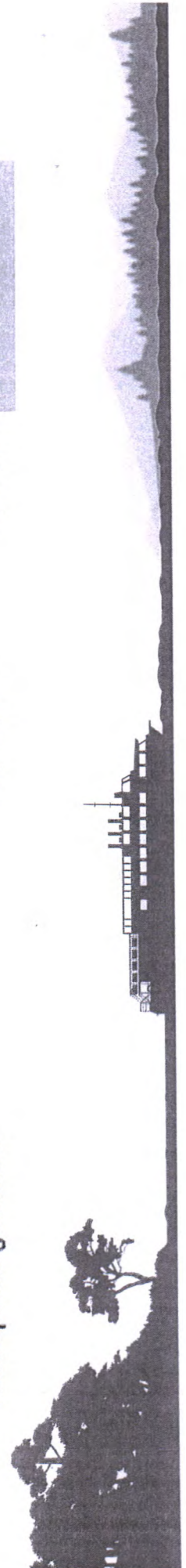


# WhidbeyHealth

## Statement of Revenues and Expenses

HealthTech  
Sustainable Healthcare Performance Improvement

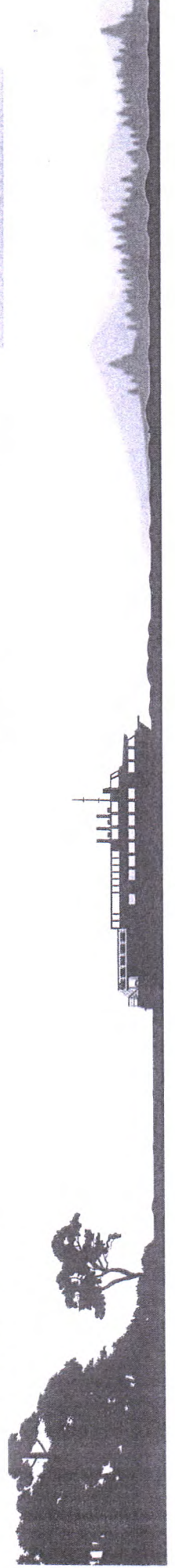
	FORECAST 2024	INITIATIVES 2025	BUDGET 2025
Inpatient Revenue	33,663,904	2,186,049	35,849,953
Outpatient Revenue	262,004,220	19,635,130	281,639,350
Clinic Revenue	22,458,431	2,511,626	24,970,057
<b>Total Patient Revenue</b>	<b>318,126,555</b>	<b>24,332,805</b>	<b>342,459,359</b>
Discounts and Allowances	187,515,030	22,630,192	210,145,222
Bad Debt /Charity	4,233,625	340,145	4,573,771
<b>Total Revenue Deductions</b>	<b>191,748,656</b>	<b>22,970,337</b>	<b>214,718,993</b>
<b>Net Patient Revenue</b>	<b>126,377,899</b>	<b>1,362,467</b>	<b>127,740,366</b>
Tax Levy Revenue	12,318,716	3,300,000	15,618,716
Other Operating Revenue	2,111,403	-	2,111,403
<b>Total Operating Revenue</b>	<b>140,808,018</b>	<b>4,662,467</b>	<b>145,470,485</b>





## Statement of Revenues and Expenses

	FORECAST 2024	INITIATIVES 2025	BUDGET 2025
Salaries and Wages	59,891,989	2,768,275	62,660,264
Benefits	17,393,095	631,636	18,024,731
Contract Labor	6,588,692	(1,317,738)	5,270,954
Physicians Fees	11,305,103	299,884	11,604,987
Professional Fees	3,273,349	227,734	3,501,083
Supplies	19,032,783	1,022,964	20,055,746
Utilities	1,589,649	63,586	1,653,235
Purchased Services	8,920,089	635,484	9,555,574
Depreciation	8,464,956	1,123,059	9,588,015
Rent/Lease	92,385	-	92,385
Insurance	1,323,865	52,955	1,376,820
Other Operating Expense	6,492,852	55,000	6,547,852
Interest	482,321	-	482,321
Total Operating Expense	144,851,129	5,562,840	150,413,969
Total Operating Income	(4,043,111)	(900,372)	(4,943,484)
Non-Operating Levies	4,444,073	44,441	4,488,514
Bond Interest Expense	(3,324,908)	156,336	(3,168,572)
Net Donations	2,852,959	922,784	3,775,743
Other	1,572,372	-	1,572,372
Total Non Operating	5,544,496	1,123,561	6,668,057
Total Surplus (Loss)	1,501,385	223,188	1,724,573





# WhidbeyHealth

## Utilization Statistics

HealthTech

Sustainable Healthcare Performance Improvement

### HOSPITAL

ADMISSIONS	1,173	4	1,177
PATIENT DAYS	4,286	57	4,343
ADC	11.7	0.3	12.0
ALOS	3.7	0.0	3.7
OP VISITS	77,339	2,077	79,416
DELIVERIES	293	-	293
NURSERY DAYS	501	-	501

### ER VISITS DISCHARGED ER VISITS ADMITTED

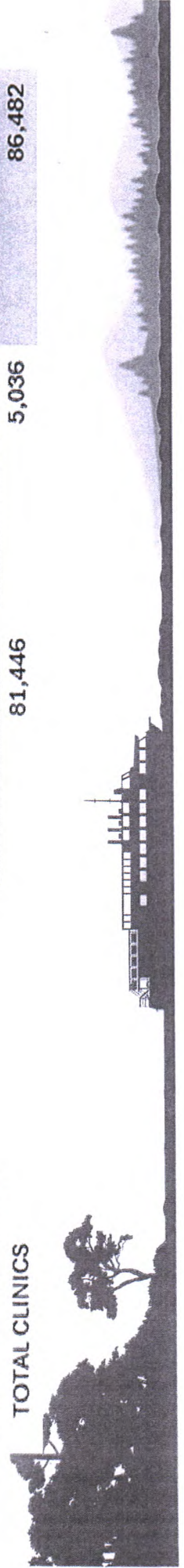
ER VISITS DISCHARGED	18,902	473	19,374
ER VISITS ADMITTED	798	20	818

### IP SURGERIES

OP SURGERIES	243	(19)	224
TOTAL SURGERIES	2,235	(119)	2,116
	2,478	(138)	2,340

### CLINICS

SURGICAL CARE	3,477	215	3,692
WOMENS CARE	4,038	250	4,288
UROLOGY CARE	1,739	107	1,846
ORTHOPEDIC CARE	2,846	176	3,021
MAC	10,250	634	10,883
PRIMARY CARE FREELAND	5,309	328	5,637
WALK-IN CLINTON	5,768	357	6,124
WALK-IN OAK HARBOR	20,462	1,265	21,727
WALK-IN PRIMARY CARE COUPEVILLE	3,749	232	3,980
PRIMARY CARE CABOT	23,811	1,472	25,283
TOTAL CLINICS	81,446	5,036	86,482





# WhidbeyHealth Capital Budget

HealthTech  
Sustainably Healthcare Performance Improvement

Department	Item Description	Qty	Cost/Unit	Total Cost	New Service	Replace	Regulatory	Month
MS #6070	Bariatric Bed with Pressure relief Mattress	1	\$ 18,000	\$ 18,000	NO	YES	YES	Mar
ICU	Beds	6	\$ 15,000	\$ 90,000	NO	YES	NO	Various
MRI	Neocoil	1	\$ 8,390	\$ 8,390	NO	YES	NO	Jan
Materials	Inventory Scanning System	1	\$ 15,000	\$ 15,000	YES	NO	NO	Feb
IT	Meditech Expense Interfaces - FBP Centricity							
IT	Peri-Natal System	3	\$ 8,000	\$ 24,000	NO	NO	NO	Jan
IT	EHR Learning Management System	1	\$ 5,000	\$ 20,000	NO	YES	NO	Jun
IT	Replace WH phone system	1	\$ 1,000,000	\$ 1,000,000	NO	YES	NO	Mar
IT	Population Health System	1	\$ 1,339,096	\$ 1,339,096	NO	YES	NO	Aug
IT	ACO Pop Health Interface	1	\$ 15,000	\$ 15,000	NO	YES	NO	Aug
Engineering	Fire Alarm	1	\$ 210,000	\$ 210,000	NO	YES	YES	Mar
Engineering	ER Facelift	1	\$ 900,000	\$ 900,000	NO	YES	NO	Jun
Eng/OR	OR AIR and Humidity	1	\$ 3,800,000	\$ 3,800,000	NO	YES	YES	Apr
Courier	Courier Van	1	\$ 50,000	\$ 50,000	NO	YES	NO	Feb
Nursing	Nurse Call	1	\$ 250,000	\$ 250,000	NO	YES	YES	Feb
MAC	Flooring	1	\$ 31,000	\$ 31,000	NO	YES	YES	Jan
Laboratory	Vitek2	1	\$ 55,000	\$ 55,000	NO	YES	YES	Feb
Laboratory	Coagulation Analyzers	2	\$ 55,000	\$ 110,000	NO	YES	YES	Aug
Laboratory	Chemistry Bench Top Tables	2	\$ 6,000	\$ 12,000	NO	YES	NO	Apr
Laboratory	ESR Instrument	1	\$ 15,000	\$ 15,000	NO	YES	NO	Dec
Laboratory	Specimen Processing Table	2	\$ 5,000	\$ 10,000	NO	YES	NO	Jun
Laboratory	Centrifuges	4	\$ 6,000	\$ 24,000	NO	YES	NO	Mar
Surgical Services	AMSCO 400 16x16x20 Sterilizer	1	\$ 34,154	\$ 34,154	NO	YES	YES	Jun
Surgical Services	TRICO Sterilizer Condensate Pump	1	\$ 40,075	\$ 40,075	NO	YES	YES	Jun

Total \$ 8,070,715  
 FDA Grant for OR Air and Humidity \$ (2,500,000)  
 Net Capital Outlay \$ 5,570,715





**WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT  
ISLAND COUNTY, WASHINGTON  
RESOLUTION NO. 476**

A resolution of the Board of Commissioners (the “Board”) of Whidbey Island Public Hospital District, Island County, Washington (the “District”), authorizing an increase in the District’s regular property tax levy for calendar year 2025 in terms of both dollars and percentage in compliance with RCW 84.55.120.

WHEREAS, the Board has met and considered its budget for the calendar year 2025, which budget includes an increase in the District’s regular property tax levy for calendar year 2024 by comparison to the District’s levy for calendar year 2024; and

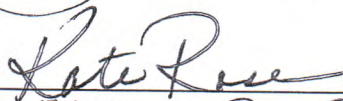
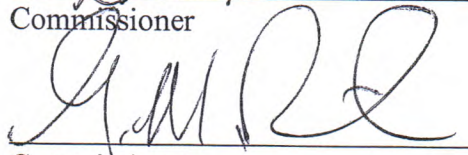
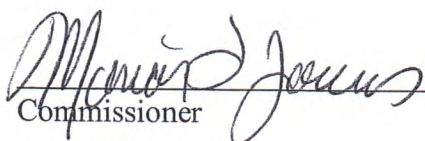
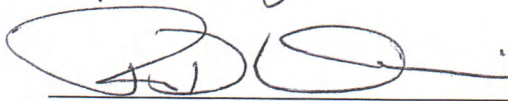
WHEREAS, RCW 84.55.120 provides that no increase in property tax revenue may be authorized by a taxing district except by adoption of a separate ordinance or resolution, pursuant to notice, specifically authorizing the increase in terms of both dollars and percentage; and

WHEREAS, the District’s actual regular property tax levy amount for 2024 was \$7,347,667.12; and

WHEREAS, the population of the District is more than 10,000; NOW, THEREFORE,

BE IT RESOLVED by the Board of Commissioners of Whidbey Island Public Hospital District, Island County, Washington, that an increase in the District’s regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year and that the dollar amount of the increase over the actual levy amount from the previous year shall be \$73,476.67, which is a percentage increase of 1.0% over the amount levied in 2024. As authorized by RCW 84.55.120(3)(b), this increase also excludes any additional tax revenue resulting from: (i) new construction; (ii) increases in assessed value due to construction of wind turbine, solar, biomass, and geothermal facilities, if such facilities generate electricity and the property is not included elsewhere; (iii) improvements to property; and (iv) any increase in the assessed value of state-assessed property.

ADOPTED AND APPROVED by the Board of Commissioners of Whidbey Island Public Hospital District, Island County, Washington, at an open public meeting thereof this 21<sup>st</sup> day of November, 2024, and the following Commissioners being present and voting in favor of the adoption of the resolution.

  
\_\_\_\_\_  
President and Commissioner  
\_\_\_\_\_  
Commissioner  
\_\_\_\_\_  
Commissioner  
\_\_\_\_\_  
Commissioner  
\_\_\_\_\_  
Secretary and Commissioner



## CERTIFICATION

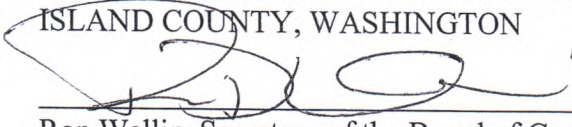
I, the undersigned, Secretary of the Board of Commissioners of Whidbey Island Public Hospital District, Island County, Washington (the "District"), hereby certify as follows:

1. The attached copy of Resolution No. 476 (the "Resolution") is a full, true and correct copy of a resolution duly adopted at an open public meeting of the Board of Commissioners of the District held on November 21, 2024, as that resolution appears on the minute book of the District; and

2. A quorum of the members of the Board of Commissioners was present throughout the meeting and a majority of the members voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 21<sup>st</sup> day of November, 2024.

WHIDBEY ISLAND PUBLIC HOSPITAL DISTRICT  
ISLAND COUNTY, WASHINGTON



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Ron Wallin, Secretary of the Board of Commissioners

**Ordinance / Resolution No.** 476  
**RCW 84.55.120**

**WHEREAS**, the Board of Commissioners of Whidbey Island Public Hospital District has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 7,347,667.12; and,  
(Previous year's levy amount)

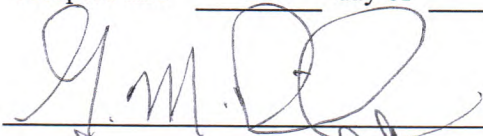
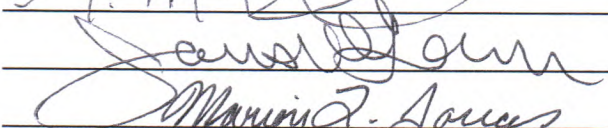
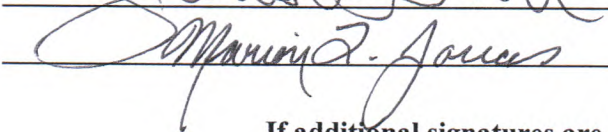
**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 73,476.67  
which is a percentage increase of 1.0 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 21 day of November, 2024.

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.





**ISLAND COUNTY INFORMATION TECHNOLOGY**

**WORK SESSION AGENDA**

**MEETING DATE: 12/4/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Dean Lambourn, Director**

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**Amount of time requested for agenda discussion. 45 minutes**

**DIVISION: Not Applicable**

**Agenda Item No.: 1**

**Subject: Work Plan Item – Application Portfolio Management**

**Description:** Review of software portfolio. Island County relies on many business applications. Each software product has a lifecycle. A determination of whether a product should be replaced or upgraded should be based on business value delivered to the county. This effort provides starting point to understanding the software portfolio.

**Attachment: Application Portfolio Management presentation**

**Request:** *(Check boxes that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Move to Consent               | <input type="checkbox"/> Move to Regular           |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request             | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable



# Application Portfolio Management

Information Technology  
December 2024



Goal -

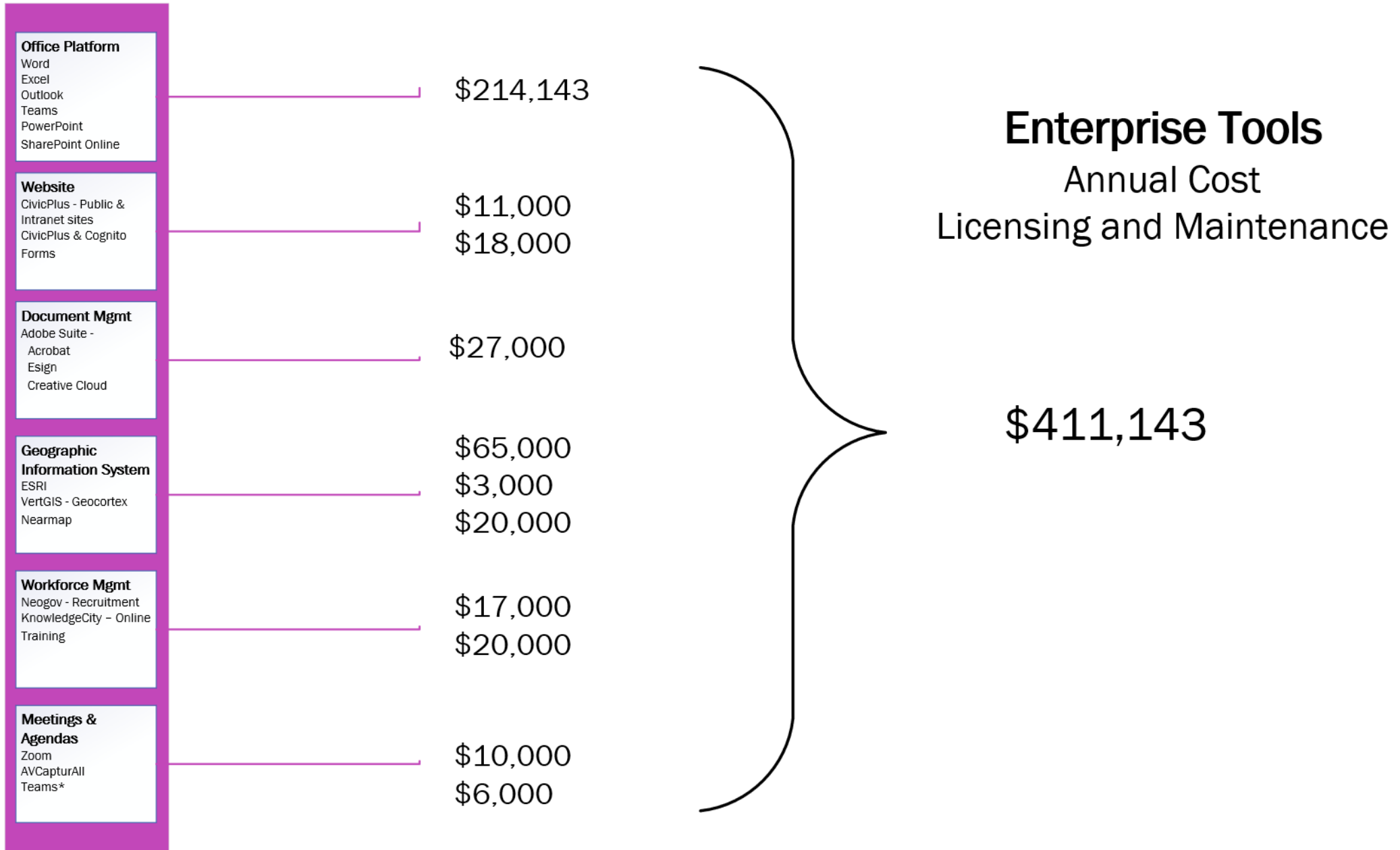
Provide an informational overview of county software

- Understand software inventory
  - Business value/usage by capability
- Review Costs
- Acknowledge Risks
  - Obsolescence and non-compliance
- Opportunity for scalability and cost savings

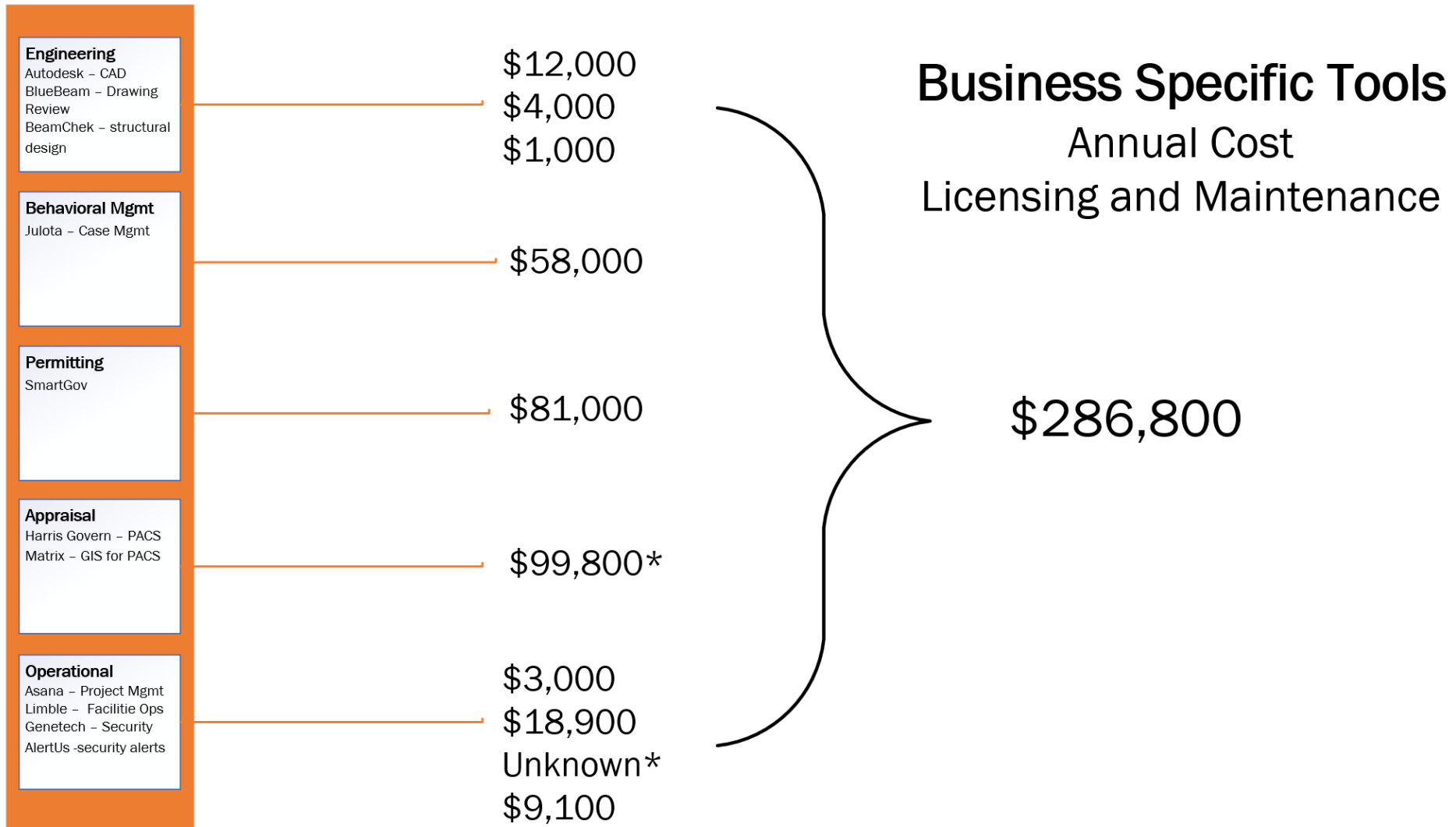
# Categories and Capabilities

Enterprise	Business Specific	Data	Finance	Public Safety	Legal & Courts	Technology
<b>Office Platform</b> Word Excel Outlook Teams PowerPoint	<b>Engineering</b> Autodesk – CAD BlueBeam – Drawing Review	<b>Archive</b> Barracuda – email Commvault – network Archive Social – social media	<b>Accounting</b> Finance Enterprise - General Ledger Payables Payroll	<b>Data Research &amp; Sharing</b> Spillman – inter-agency	<b>Case Mgmt</b> Tyler Odyssey – Court cases Karpel – PA cases	<b>Technical Service</b> CrowCanyon – ticketing Printer Logic Screen Connect – remote support Net Extender – remote access
<b>Website</b> CivicPlus - Public & Intranet sites CivicPlus & Cognito Forms	<b>Behavioral Mgmt</b> Julota – Case Mgmt	<b>Content Mgmt</b> Tyler – content Laserfiche – content Tyler/Eagle – Document Recording	<b>Tax Mgmt</b> Finance Enterprise Harris Govern - PACS	<b>Forensic Data Analysis</b> Hawk Analytics – cell phone Cellebrite – cell phone	<b>Jury Mgmt</b> Tyler Courthouse – jury communications	<b>Security</b> Trellix – threat detect Albert – network traffic KnowBe4 – awareness training CrowdStrike – endpoint protection
<b>Document Mgmt</b> Adobe Suite - Acrobat Esign Creative Cloud	<b>Permitting</b> SmartGov	<b>Data Analysis</b> PowerBI SAS – Health Data	<b>Cash Mgmt</b> Sympro - Investments TUI – Bank Deposits Finance Ent. – Cash Receipts	<b>Data Storage</b> Axon/Evidence.com – vest cam and reports	<b>Court Tools</b> Liberty – court reporting FamilySoft – child support	<b>Asset Mgmt</b> SmatDeploy – PC Imaging PatchMyPC – software updates Crow Cyn – Asset inventory
<b>Geographic Information System</b> ESRI VertGIS - Geocortex Nearmap	<b>Appraisal</b> Harris Govern – PACS Matrix – GIS for PACS	<b>Public Records</b> NextRequest – public request/response	<b>Financial Planning</b> CAMS – cost acctg ClearGov – budgeting PowerBI - Forecast	<b>Compliance</b> Exterro – evidence aggregation from multiple sources.	<b>Code Management</b> Municode – code publishing & hosting	<b>Tools</b> CodeTwo – email signature Solarwinds – FTP Auvik – Net. Monitor Duo – Admin. MFA
<b>Workforce Mgmt</b> Neogov - Recruitment KnowledgeCity – Online Training	<b>Operational</b> Asana – Project Mgmt Limble – Facility Ops Genetech – Security AlertUs -security alerts	<b>Communications</b> GovDelivery – Newsletters VuePilot – remote screen messaging	<b>Online Payment</b> Point & Pay – Tax & Permits Square – Dog Licenses	<b>Emergency Mgmt</b> Quick Series Apps. AlertSense – Email & text alerts		<b>Phone &amp; Fax</b> Mitel Connect FaxServer
<b>Meetings &amp; Agendas</b> Zoom Teams AVCapturAll			<b>Reporting</b> Cognos – Annual Reporting			





\*Teams cost is part of Office Platform

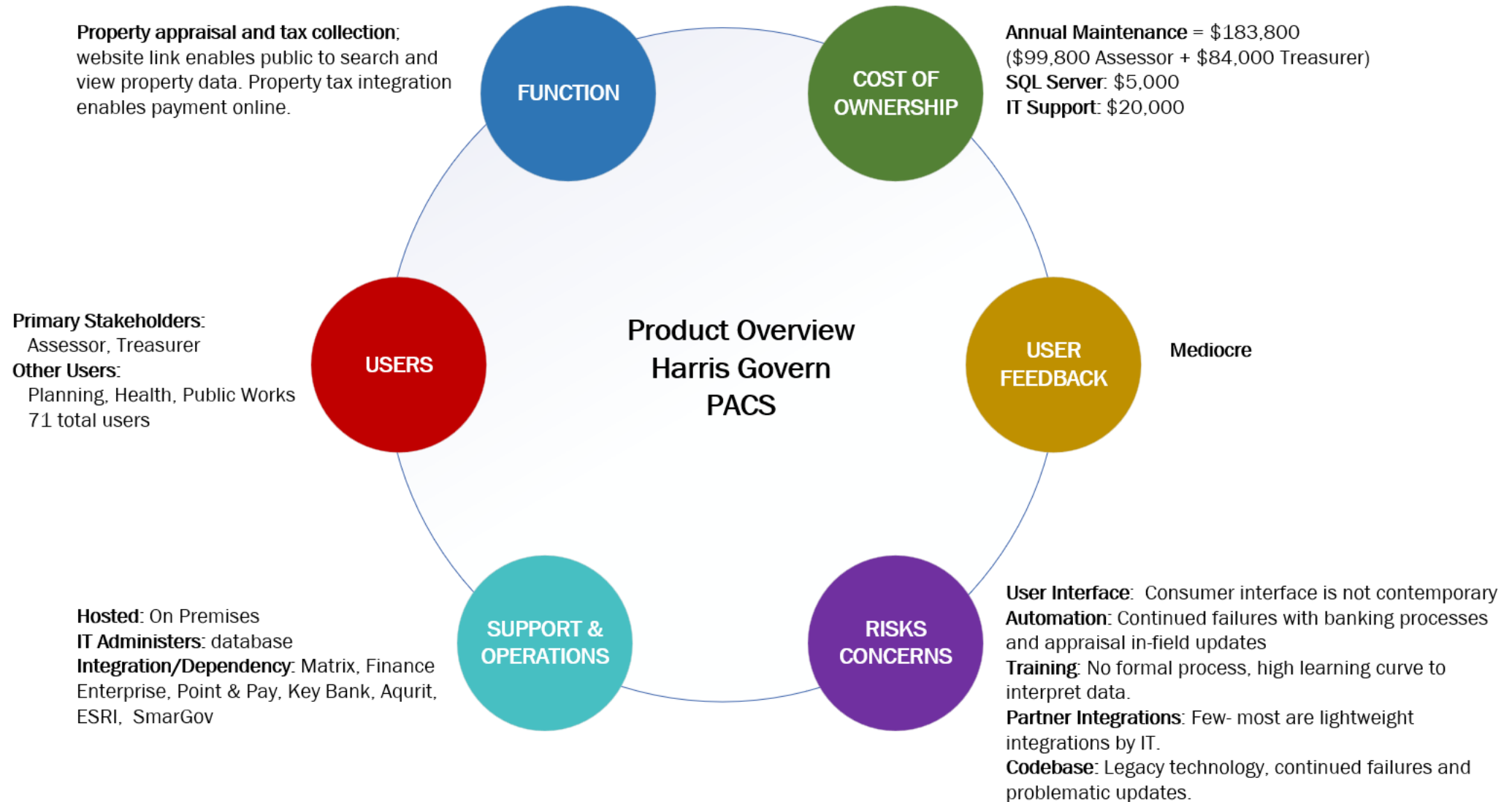


\*Genetech purchased by Facilities & Jail – annual cost and license agreement unknown.

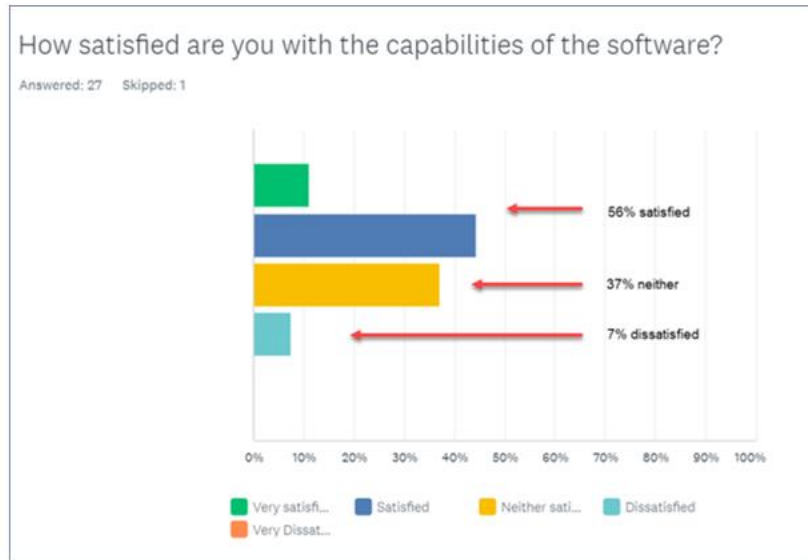
\*Harris Govern – Treasurer portion budgeted in finance category.

\*Matrix – cost included in PACS (\$5,000)

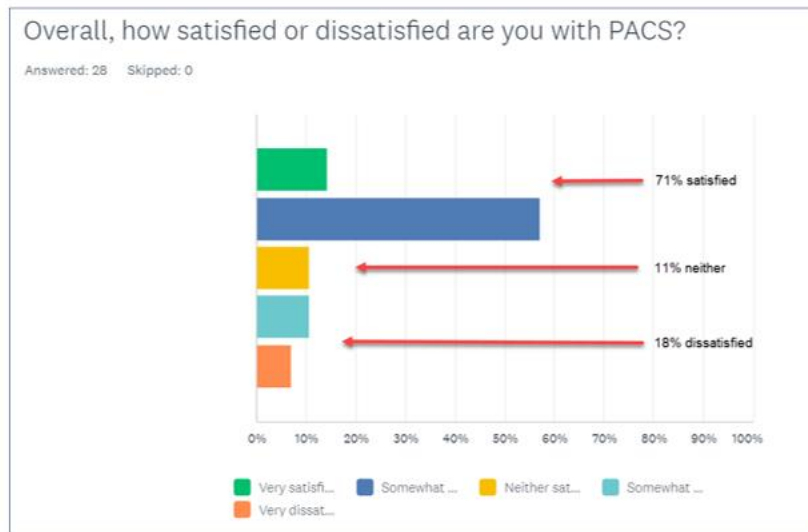




# PACS Satisfaction Survey



Mediocre



Most frequent descriptions:

Useful 86%

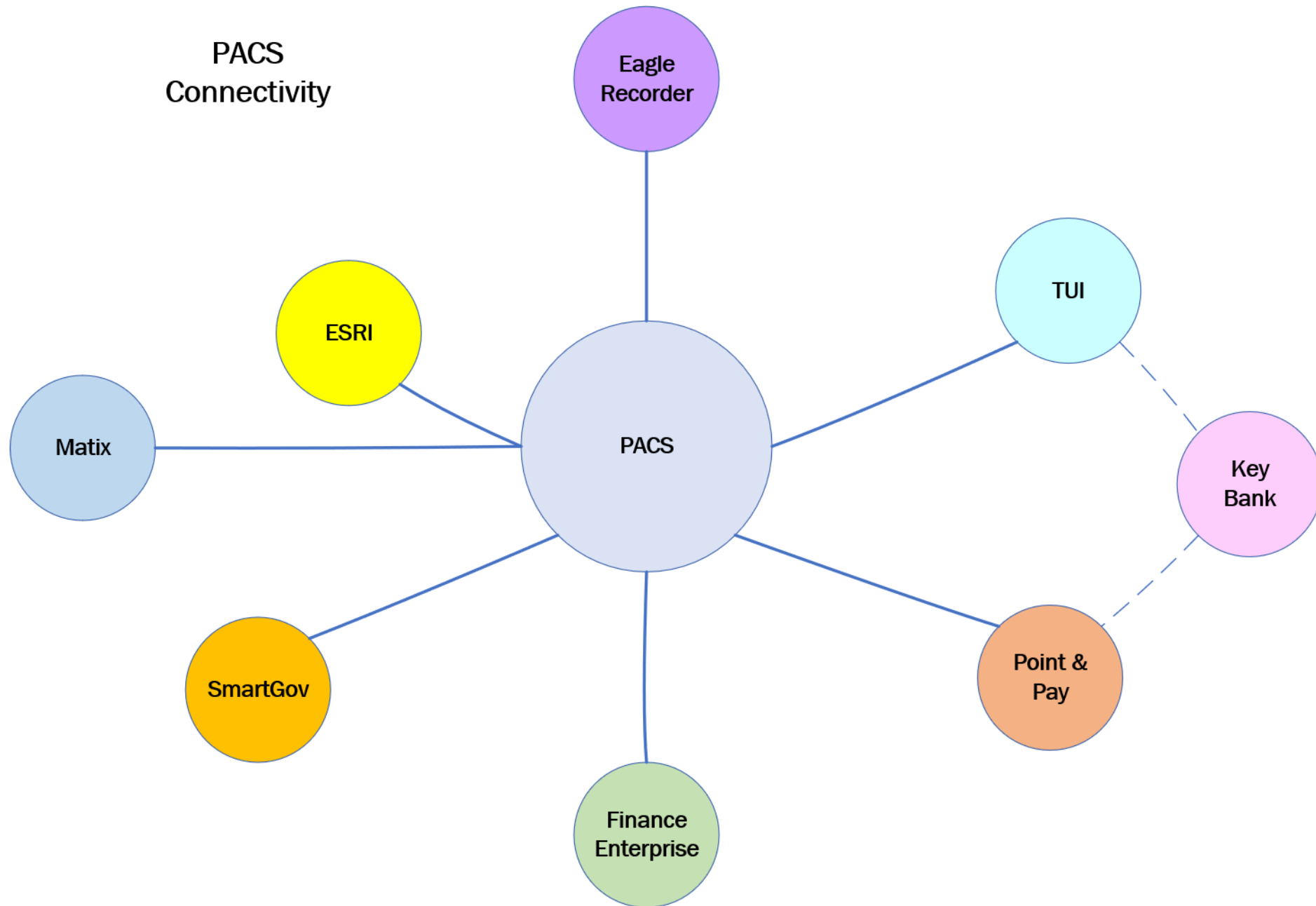
Unreliable 36%

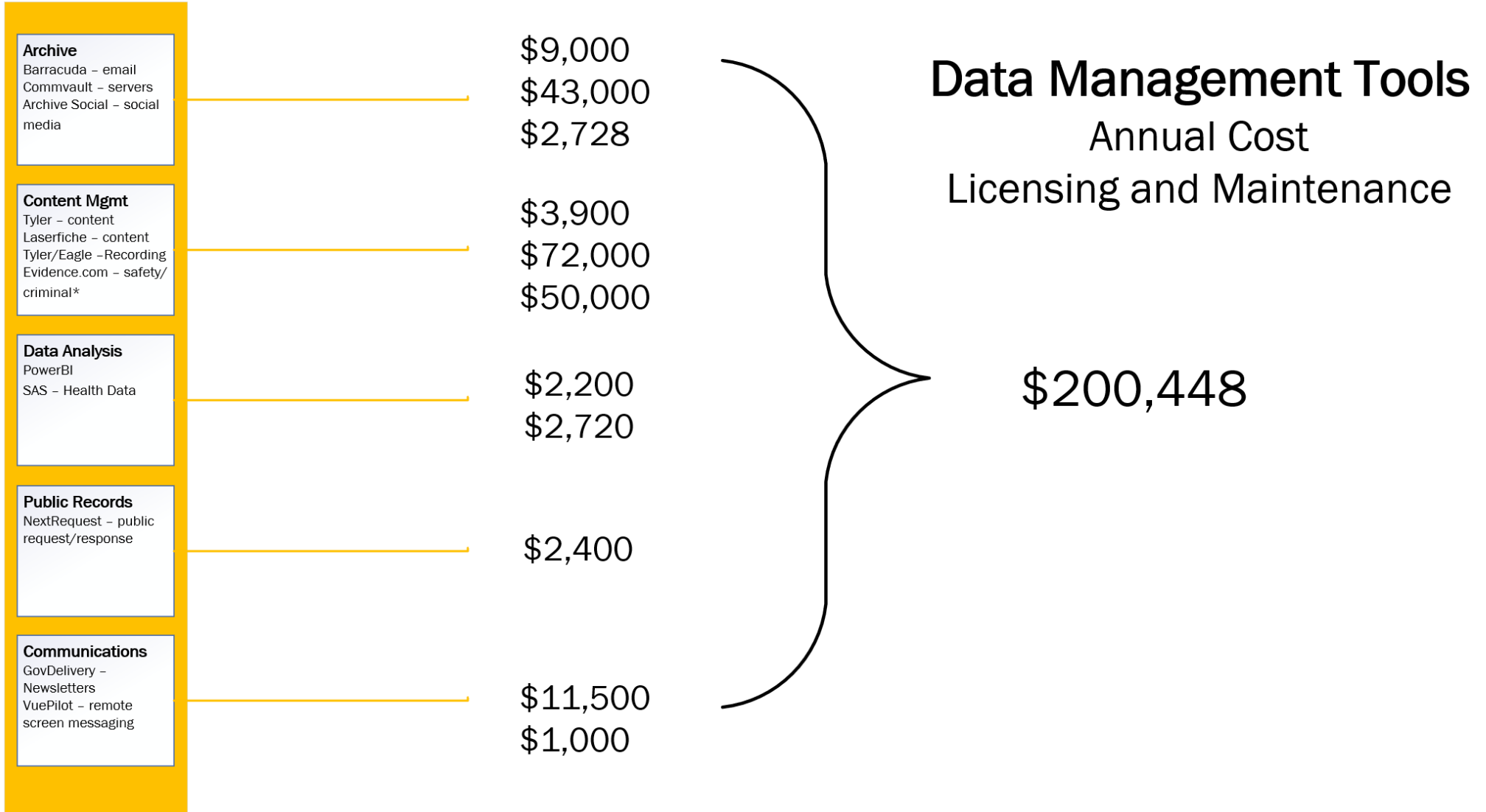
Poor Quality 11%

71 Surveys sent  
28 Responses = 39%



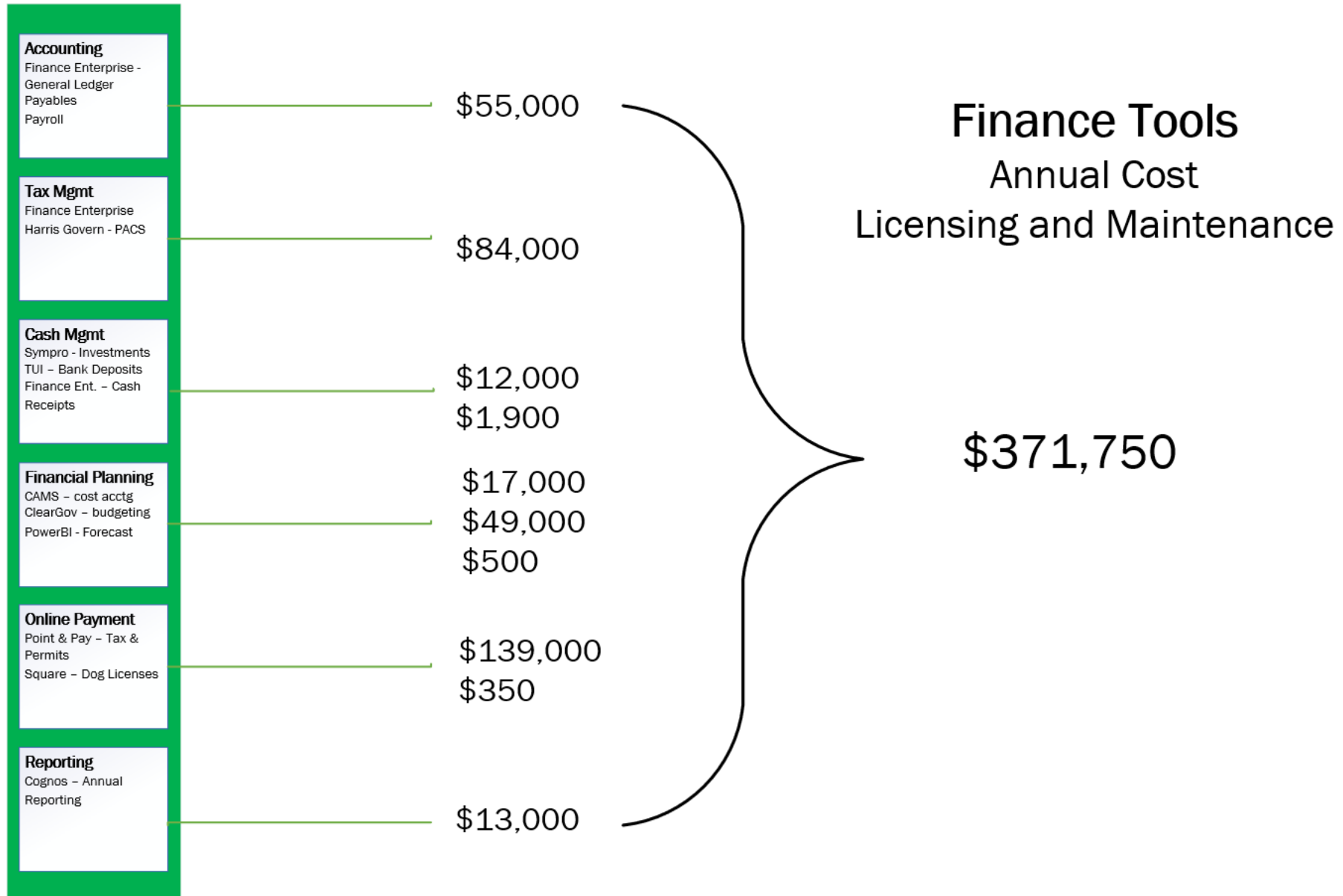
## PACS Connectivity

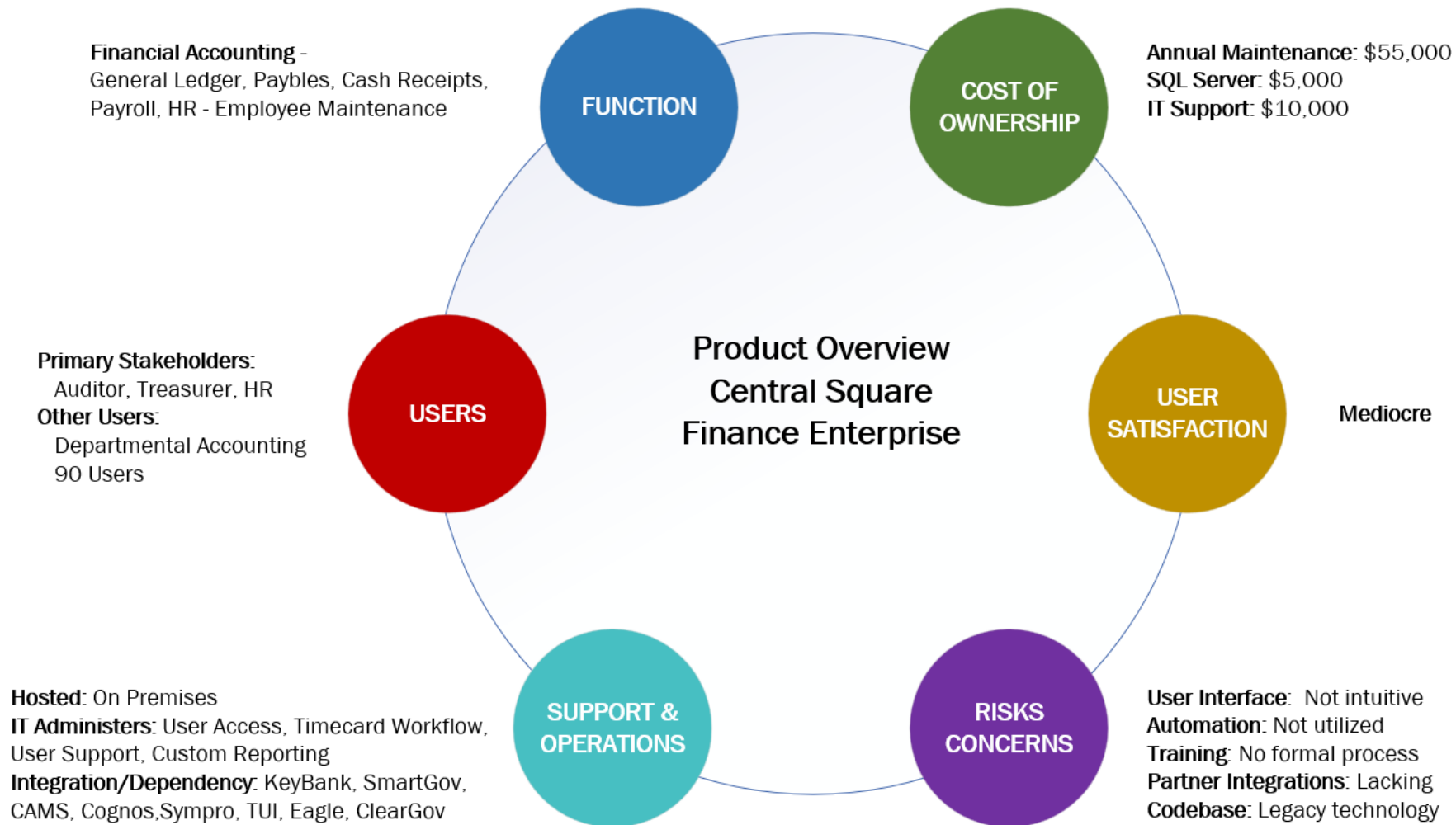




\*Evidence.com – data management of Sheriff and PA data under Public Safety

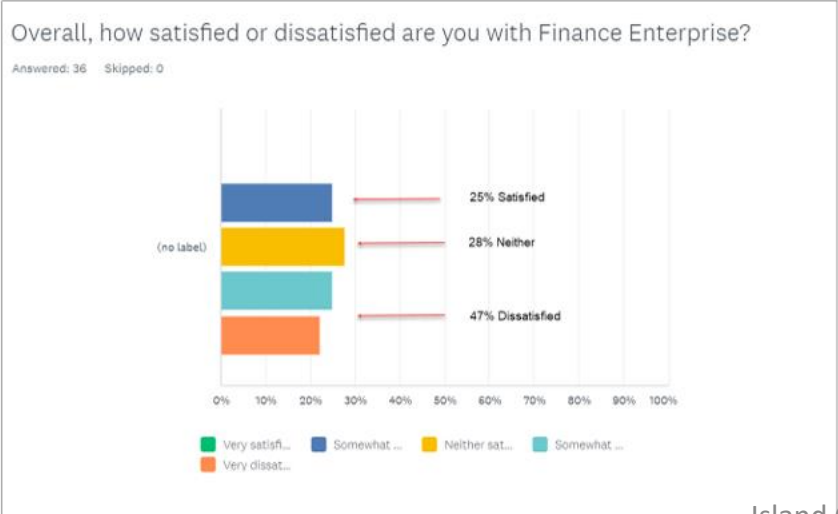
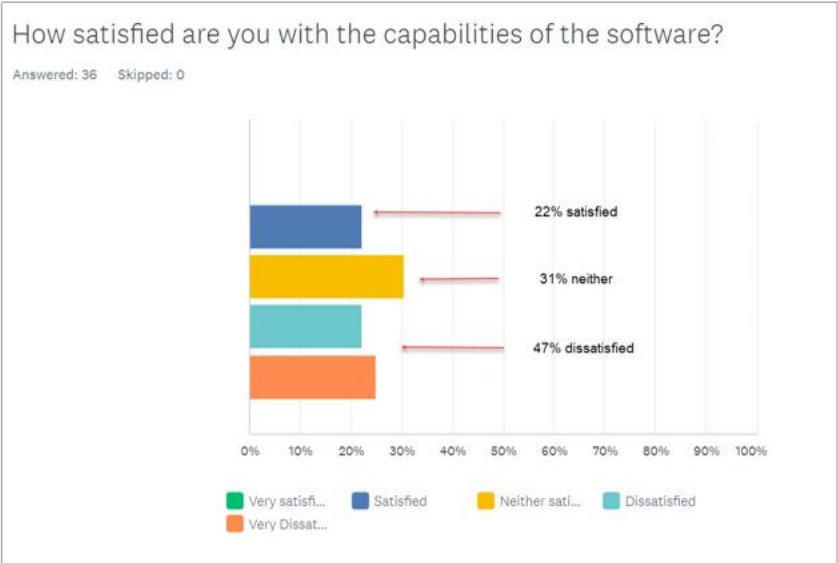








# Finance Enterprise Satisfaction Survey



Mediocre



Most frequent descriptions:

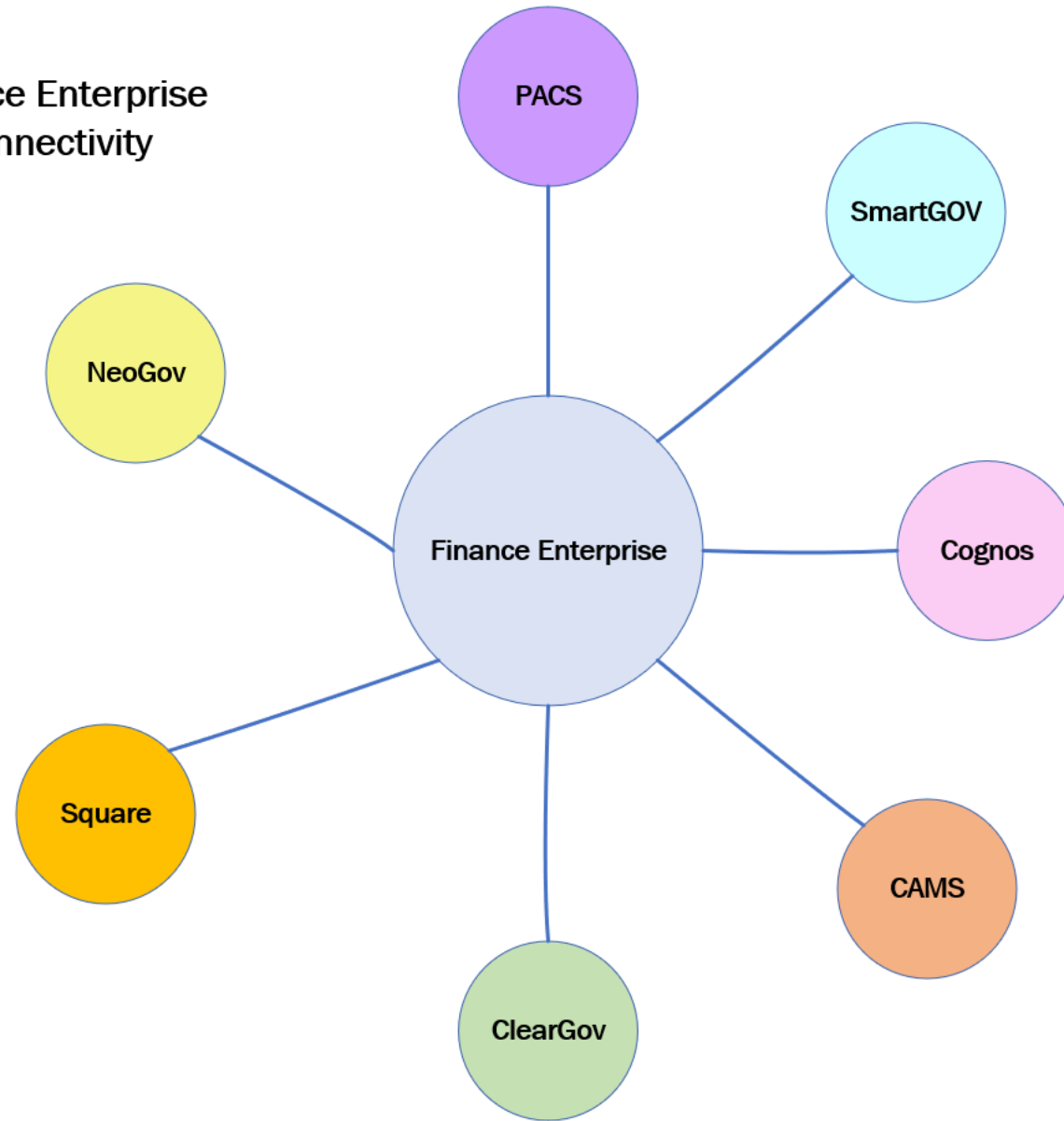
Useful 47%

Unreliable 41%

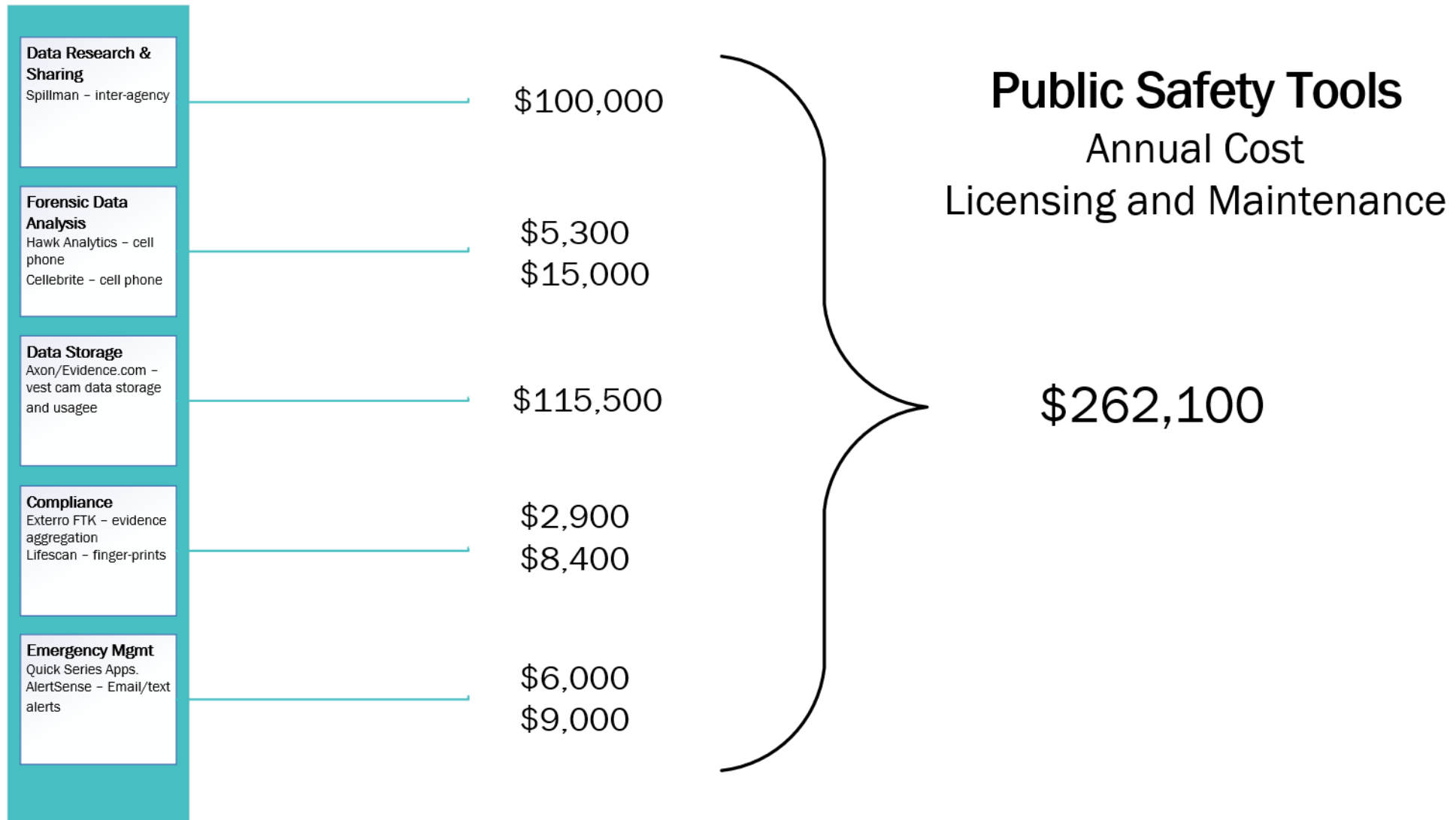
Ineffective 36%

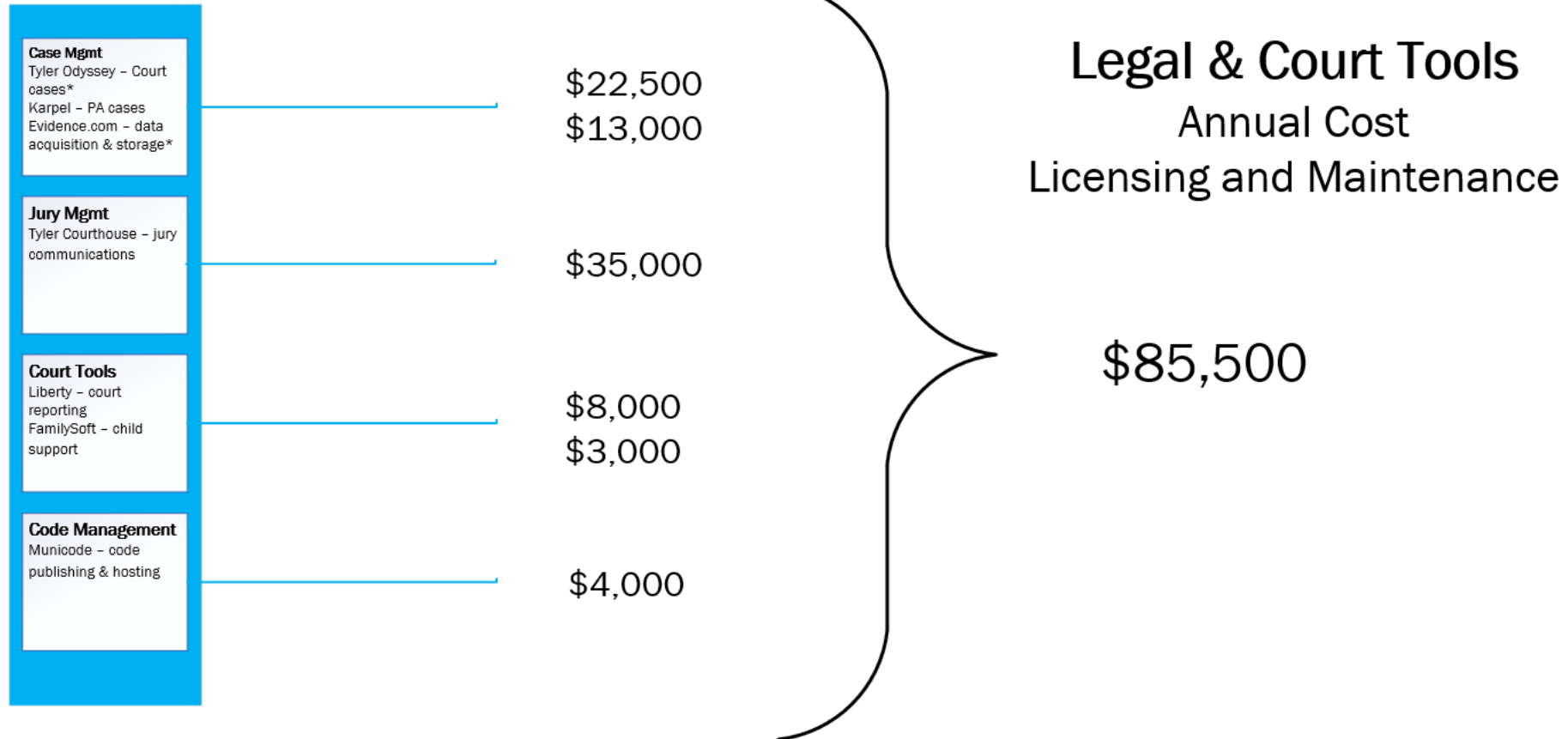
90 Surveys sent  
36 Responses = 40%

**Finance Enterprise  
Connectivity**





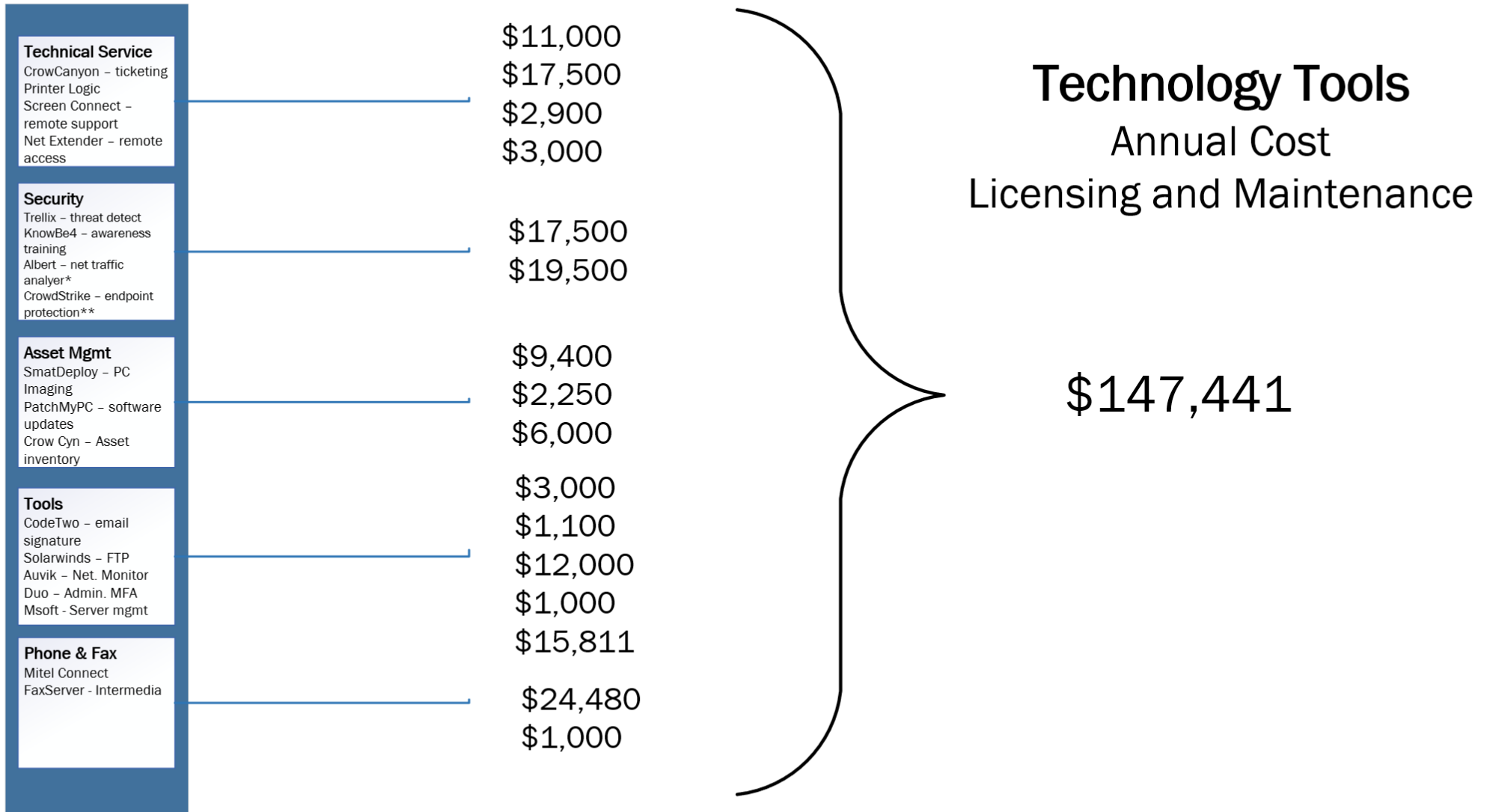




\*Tyler Odyssey - paid via case filing fees

\*Evidence.com costs with Public Safety category






\*paid by WA SOS as part of election security. Used to monitor external (incoming) traffic.

\*\* paid by WA SOS as part of election security. Used for end-point detection.

## Summary of Costs

Enterprise	\$411,143		Annual Cost Licensing & Maintenance*  \$1,765,182
Business Specific	\$286,800		
Data	\$200,448		
Finance	\$371,750		
Public Safety	\$262,100		
Legal & Courts	\$ 85,500		
Technology	\$147,441		

\*Excludes facilities control and jail software



# Definitions - Interpreting the following pages

## Categories of Applications

Immediate Attention Required

Attention Required

Minimal Attention Required

## Installation Type

On Premise – application is installed on a local server

SaaS – (software as a service) application is cloud-based

Hybrid – application has components onsite and in the cloud

## Impact Criticality

Critical - software that has the greatest impact on the county's operations and potential for recovery.

Essential - vital functions that are required to get the county up and running immediately after critical functions are restored.

Important - software that is important to a business but won't stop the business from operating in the near-term; will have a long-term impact if missing.

Minor - software that deals with small and recurring issues or functions. These will not be missed near-term and could be evaluated as "nice-to-have" .

## Users

Users are internal employees

Few 0-50 Users

Many 50-100 Users

All employees

System User is a technology system (not a person)



## Risk

Application portfolio risk is the probability that an application in the county's portfolio will negatively impact the business, systems, data, or infrastructure.


**Red:** high risk, recommend replacement. Application can expose the county to data breaches, legal penalties, and operational disruptions. Highest priority for change.


**Yellow:** medium risk, attention is required. Medium-risk applications may perform poorly in some areas, face integration challenges and have poor user sentiment. Recommend planning for change.

**Green:** no big issues. Application is working well, users satisfaction is high. Needs minimal attention.


Application	Installation Type	Impact Criticality	Users	Public View	Risk
Immediate Attention Required					
PACS	On Premise	Essential	Many	Yes	 HIGH RISK
CAMS	On Premise	Important	Many	No	
Attention Required					
AV CapturALL	On Premise	Important	Few	No	 MEDIUM RISK
Cellebrite	On Premise	Important	Few	No	
Cognos	On Premise	Essential	Few	No	
Finance Enterprise	On Premise	Essential	All	No	
Knowledge City	SaaS	Minor	All	No	
Mitel Connect	On Premise	Critical	All	No	
Quick Series Apps	SaaS	Minor	Few	Yes	
SAS	On Premise	Minor	Few	No	
Tyler Content Manager	On Premise	Important	Many	No	



Application	Installation Type	Impact Criticality	Users	Public View	Risk
Minimal Attention Required					
Adobe	SaaS	Important	Many	No	
Albert	On Premise	Important	System	No	
AlertSense	SaaS	Essential	Many	Yes	
AlertUs	On Premise	Important	All	No	
Archive Social	SaaS	Important	Few	No	
Asana	SaaS	Important	Few	No	
AutoDesk	On Premise	Important	Few	No	
Auvik	On Premise	Essential	System	No	
Axon/Evidence.com	SaaS	Important	Many	No	
Barracuda Archiver	On Premise	Essential	Few	No	
Bluebeam	SaaS	Important	Many	No	
CivicPlus	SaaS	Essential	Many	Yes	
ClearGov	SaaS	Important	Many	Yes	
CodeTwo	SaaS	Important	Many	No	
Commvault	Hybrid	Critical	System	No	
Crow Canyon	SaaS	Essential	All	No	
Crowdstrike	Hybrid	Critical	Many	No	
Duo	SaaS	Critical	Few	No	
ESRI	On Premise	Essential	Many	Yes	
Exterro	On Premise	Important	Few	No	

Application	Installation Type	Impact Criticality	Users	Public View	Risk
Minimal Attention Required					
FamilySoft	On Premise	Important	Few	No	
FaxServer	On Premise	Important	Many	No	
Genetech	On Premise	Important	Few	No	
GovDelivery	SaaS	Important	Many	Yes	
Hawk Analytics	On Premise	Important	Few	No	
Julota	SaaS	Important	Few	Yes	
Karpel	SaaS	Important	Many	No	
KnowBe4	SaaS	Minor	All	No	
Laserfiche	On Premise	Important	Many	No	
Liberty Recording	On Premise	Important	Few	No	
Limble	SaaS	Important	Few	No	
Municode	SaaS	Essential	Few	Yes	
NearMap	Hybrid	Important	Many	Yes	
NeoGov	SaaS	Important	Few	Yes	
Net Extender	On Premise	Critical	All	No	
Next Request	SaaS	Important	Few	No	
Office Platform	SaaS	Critical	All	No	
Patch My PC	On Premise	Important	Few	No	
Point & Pay	SaaS	Important	Many	Yes	



Application	Installation Type	Impact Criticality	Users	Public View	Risk
Minimal Attention Required					
Printer Logic	Hybrid	Important	All	No	
Screen Connect	SaaS	Important	Few	No	
Smart Deploy	On Premise	Important	Few	No	
SmartGov	SaaS	Important	Many	Yes	
SolarWinds	SaaS	Essential	Many	Yes	
Spillman	iComm-On Premise	Critical	Many	Yes	
Square	SaaS	Important	Few	Yes	
Storage Manager	On Premise	Critical	Few	No	
Sympro	On Premise	Important	Few	No	
System Center	On Premise	Essential	Few	No	
Trellix	SaaS	Critical	All	No	
TUI - Aquirt	On Premise	Essential	Few	No	
Tyler Eagle	On Premise	Important	Few	Yes	
Tyler Content	On Premise	Important	Many	No	
Tyler Courthouse	SaaS	Important	Few	No	
Tyler Odyssey	SaaS	Important	Few	Yes	
VertiGIS	On Premise	Important	Few	No	
VuePilot	SaaS	Minor	Few	Yes	
Zoom	SaaS	Important	Few	Yes	



**ISLAND COUNTY PUBLIC HEALTH**

**WORK SESSION AGENDA**

**MEETING DATE: 12/4/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Taylor Lawson, Deputy Director**

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**Amount of time requested for agenda discussion. 10 minutes**

**DIVISION: Administrative**

**Agenda Item No.: 1**

**Subject: Consolidated Contract Amendment No. 22 with Washington State Department of Health. Contract No.; CLH31021 (22); Amount: \$ 12,665,834.00**

**Description:** Consolidated Contract CLH31012 Amendment No.22 with Washington State Department of Health adds statements of work to Injury & Violence Prevention-Overdose Data to Action in States and amends the SOW for the Office of Drinking Water Group A Program, the 2 programs for the Office of Immunization. Amendment No. 22 decreases allocations by \$521,912 bringing the total back down to \$12,665,834.

**Attachment: Executive Summary and Contract**

**Request:** *(Check boxes that apply)*

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular           |
| <input type="checkbox"/> None/Informational         | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request          | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Complete

**P.A. Review:** Complete



**Consolidated Contract with WA State Dept of Health  
Contract No.: CLH31012; Amendment No. 22**

- Executive Summary -

*December 4<sup>th</sup>, 2024 BOCC Work Session*

<b>Summary</b>	Consolidated Contract CLH31012 Amendment No. 22 with the Washington State Department of Health adds statements of work to Injury & Violence Prevention-Overdose Data to Action in States and amends the SOW for the Office of Drinking Water Group A Program, the 2 programs for the Office of Immunization. Amendment No. 22 decreases allocations by \$521,912 bringing the total back down to \$12,665,834.
<b>Policy Context</b>	<ul style="list-style-type: none"> <li>• <b>The Injury &amp; Violence Prevention-Overdose Data to Action (OD2A) in the States program:</b> The added statements of work allocates funds to Island County Public Health Department to implement overdose prevention strategies under the CDC Overdose Data to Action in States (OD2A-S) Cooperative Agreement.</li> <li>• <b>Office of Drinking Water Group A Program:</b> This program provides funding to Island County Public Health for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems.</li> <li>• <b>COVID-19 Programs:</b> The purpose of this work is to provide funding to establish, expand, train, and sustain the Island County Public Health workforce to support jurisdictional COVID-19 prevention, preparedness, response, and recovery initiatives, in accordance with the CDC Crisis Response Cooperative Agreement: COVID-19 Public Health Workforce Development (WFD).</li> </ul>
<b>Fiscal Impact</b> Is it budgeted? Cost to County? Significant risk issues? Cost of not acting?	<p>Overall, Amendment 22 decreases allocations by \$521,912 bringing the total back down to \$12,665,834.</p> <p>Additional Funding for Covid 19 will be submitted for the January Consolidated Contract schedule.</p>
<b>Community Impact</b>	<p>The allocation of OD2A funding will be used to increase capacity in our Human Services Opioid Outreach Team with the goal of increasing the number of clients who receive harm reduction services and treatment.</p> <p>State-wide and local leaders have been preparing for a decrease in COVID-19 funding for some time. We do not anticipate the current decrease will impact service delivery at this time.</p>
<b>Recommendations and Desired Outcomes</b>	<b>Overall Recommendation:</b> Accept contract and funding changes based on factors outlined in this Executive Summary.

**ISLAND COUNTY PUBLIC HEALTH DEPARTMENT  
2022-2024 CONSOLIDATED CONTRACT**

**CONTRACT NUMBER: CLH31012**

**AMENDMENT NUMBER: 22**

**PURPOSE OF CHANGE:** To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as “DOH”, and ISLAND COUNTY PUBLIC HEALTH DEPARTMENT, a Local Health Jurisdiction, hereinafter referred to as “LHJ”, pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

**IT IS MUTUALLY AGREED:** That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, includes the following statements of work, which are incorporated by this reference and located on the DOH Finance SharePoint site in the Upload Center at the following URL:  
<https://stateofwa.sharepoint.com/sites/doh-ofsfundingresources/siteways/home.aspx?e1:9a94688da2d94d3ea80ac7fbc32e4d7c>
  - ☒ Adds Statements of Work for the following programs:  
Injury & Violence Prevention-Overdose Data to Action in States - Effective November 1, 2024
  - ☒ Amends Statements of Work for the following programs:  
Executive Office of Resiliency & Health Security-WFD LHJ - Effective July 1, 2023  
Office of Drinking Water Group A Program - Effective January 1, 2022  
Office of Immunization COVID-19 Vaccine - Effective January 1, 2022  
Office of Immunization-Promotion of Immunizations to Improve Vaccination Rates - Effective July 1, 2023
  - ☐ Deletes Statements of Work for the following programs:
2. Exhibit B-22 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-21 Allocations as follows:
  - ☐ Increase of \_\_\_\_\_ for a revised maximum consideration of \_\_\_\_\_.
  - ☒ Decrease of **\$521,912** for a revised maximum consideration of **\$12,665,834**.
  - ☐ No change in the maximum consideration of \_\_\_\_\_.  
Exhibit B Allocations are attached only for informational purposes.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

This section intentionally left blank.



**ISLAND COUNTY PUBLIC HEALTH DEPARTMENT  
2022-2024 CONSOLIDATED CONTRACT**

**CONTRACT NUMBER: CLH31012****AMENDMENT NUMBER: 22**

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

ISLAND COUNTY BOARD OF  
COUNTY COMMISSIONERS

STATE OF WASHINGTON  
DEPARTMENT OF HEALTH

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Chair	Date
Board of County Commissioners	

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Signature	Date
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Print Name	Title
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Print Name	Title
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APPROVED AS TO FORM ONLY  
Assistant Attorney General

Indirect Rate January 1, 2022 through December 31, 2022: 24%  
Indirect Rate January 1, 2023 through December 31, 2023: 23%  
Indirect Rate January 1, 2024 through December 31, 2024: 22.38%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work LHHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY23 USDA BFPC Prog Mgmt	7WA700WA1	Amd 21	10.557	333.10.55	10/01/22	12/31/24	10/01/22	09/30/25	\$8,601	\$43,006	\$89,702
FFY23 USDA BFPC Prog Mgmt	7WA700WA1	Amd 15	10.557	333.10.55	10/01/23	09/30/24	10/01/22	09/30/25	\$34,405		
FFY23 USDA BFPC Prog Mgmt	7WA700WA1	Amd 11, 17	10.557	333.10.55	10/01/22	12/31/24	10/01/22	09/30/25	\$25,804	\$34,405	
FFY23 USDA BFPC Prog Mgmt	7WA700WA1	Amd 8, 11, 17	10.557	333.10.55	10/01/22	12/31/24	10/01/22	09/30/25	\$8,601		
FFY22 USDA BFPC Prog Mgmt	7WA700WA1	Amd 1, 17	10.557	333.10.55	01/01/22	09/30/24	10/01/21	09/30/24	\$12,291	\$12,291	
FFY25 USDA WIC Client Svs Contracts	7WA700WA7	Amd 21	10.557	333.10.55	10/01/24	12/31/24	10/01/24	09/30/25	\$3,003	\$58,191	\$758,279
FFY25 USDA WIC Client Svs Contracts	7WA700WA7	Amd 17	10.557	333.10.55	10/01/24	12/31/24	10/01/24	09/30/25	\$55,188		
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 18	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$104,075	\$325,763	
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 17	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$165,563		
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 15	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$3,000		
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 11, 15	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$53,125		
FFY23 USDA WIC Client Svs Contracts	7WA700WA7	Amd 11	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$158,375	\$212,100	
FFY23 USDA WIC Client Svs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$53,725		
FFY22 USDA WIC Client Svs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	01/01/22	09/30/22	10/01/21	09/30/22	\$162,225	\$162,225	
FFY23 USDA WIC Prog Mgmt CSS	7WA700WA7	Amd 11	10.557	333.10.55	01/01/23	09/30/23	10/01/22	09/30/23	\$1,600	\$1,600	\$1,600
FFY24 USDA FMNP Prog Mgmt	7WA810WA7	Amd 19	10.572	333.10.57	05/01/24	09/30/24	10/01/23	09/30/24	\$567	\$567	\$1,682
FFY23 USDA FMNP Prog Mgmt	7WA810WA7	Amd 15	10.572	333.10.57	06/01/23	09/30/23	10/01/22	09/30/23	\$567	\$567	
FFY22 USDA FMNP Prog Mgmt	7WA810WA7	Amd 4	10.572	333.10.57	05/01/22	09/30/22	10/01/21	09/30/22	\$548	\$548	
FY24 LHJ COVID-19 ARPA	SLFRP0002	Amd 19	21.027	333.21.02	07/01/23	02/29/24	07/01/23	06/30/25	(\$489,967)	\$41,749	\$41,749
FY24 LHJ COVID-19 ARPA	SLFRP0002	Amd 15, 19	21.027	333.21.02	07/01/23	02/29/24	07/01/23	06/30/25	\$531,716		
LHJ Vaccination ARPA	SLFRP0002	Amd 10	21.027	333.21.02	11/01/22	06/30/23	11/01/22	06/30/23	\$342,392	\$342,392	\$342,392
PS SSI2 SubAward Management Task 3	01J89801	Amd 19	66.123	333.66.12	04/01/24	12/31/24	07/01/21	06/30/25	\$237,000	\$237,000	\$237,000
PS SSI 1-5 Sub Award Process Task 4	01J18001	Amd 2	66.123	333.66.12	01/01/22	09/30/22	07/01/16	05/31/24	\$57,206	\$57,206	\$57,206
FFY24 Swimming Beach Act Grant IAR (ECY)	01J74301	Amd 18	66.472	333.66.47	03/01/24	09/30/24	01/01/24	11/30/24	\$12,000	\$12,000	\$39,000
FFY23 Swimming Beach Act Grant IAR (ECY)	01J74301	Amd 12	66.472	333.66.47	03/01/23	10/31/23	03/01/23	10/31/23	\$12,000	\$12,000	
FFY22 Swimming Beach Act Grant IAR (ECY)	01J74301	Amd 2	66.472	333.66.47	03/01/22	10/31/22	01/01/22	11/30/22	\$15,000	\$15,000	
FFY24 PHEP BP1-CDC-LHJ Partners	NU90TU000055	Amd 21	93.069	333.93.06	07/01/24	12/31/24	07/01/24	06/30/25	\$38,563	\$38,563	\$38,563
FFY23 PHEP BP5 LHJ Funding	NU90TP922043	Amd 15	93.069	333.93.06	07/01/23	06/30/24	07/01/23	06/30/24	\$64,271	\$64,271	\$192,813
FFY22 PHEP BP4 LHJ Funding	NU90TP922043	Amd 7	93.069	333.93.06	07/01/22	06/30/23	07/01/22	06/30/23	\$64,271	\$64,271	
FFY21 PHEP BP3 LHJ Funding	NU90TP922043	Amd 2	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$64,271	\$64,271	



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Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work LHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY24 CDC PCH OD2A Prevention	NGA Not Received	Amd 22	93.136	333.93.13	11/01/24	12/31/24	09/01/24	08/31/25	\$14,332	\$14,332	\$14,332
FFY24 CDC PPHF Ops	NH23IP922619	Amd 22	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$4,850	\$4,850	\$4,850
COVID19 CDC Vaccines	NH23IP922619	Amd 22	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	(\$351,098)	\$0	\$0
COVID19 Vaccines	NH23IP922619	Amd 13	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	(\$30,569)		
COVID19 Vaccines	NH23IP922619	Amd 4	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$381,667		
COVID19 Vaccines R4	NH23IP922619	Amd 22	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	(\$214,625)	\$263,542	\$263,542
COVID19 Vaccines R4	NH23IP922619	Amd 21	93.268	333.93.26	07/01/24	12/31/24	07/01/20	12/31/24	\$91,500		
COVID19 Vaccines R4	NH23IP922619	Amd 7	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$5,000		
COVID19 Vaccines R4	NH23IP922619	Amd 1	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$381,667		
FFY24 CDC VFC Ops	NH23IP922619	Amd 22	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	(\$4,850)	\$1,776	\$1,776
FFY24 CDC VFC Ops	NH23IP922619	Amd 15	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$602		
FFY24 CDC VFC Ops	NH23IP922619	Amd 14	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$6,024		
FFY19 COVID CARES	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	04/22/22	04/23/20	07/31/24	\$220,357	\$220,357	\$220,357
FFY19 ELC COVID Ed LHJ Allocation	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	10/18/22	05/19/20	10/18/22	\$367,314	\$367,314	\$367,314
FFY20 ELC EDE LHJ Allocation	NU50CK000515	Amd 21	93.323	333.93.32	01/01/22	12/31/24	01/15/21	07/31/25	\$105,000	\$1,188,320	\$1,188,320
FFY20 ELC EDE LHJ Allocation	NU50CK000515	Amd 7, 9, 12, 18, 21	93.323	333.93.32	01/01/22	12/31/24	01/15/21	07/31/25	(\$13,429)		
FFY20 ELC EDE LHJ Allocation	NU50CK000515	Amd 2, 9, 12, 18, 21	93.323	333.93.32	01/01/22	12/31/24	01/15/21	07/31/25	\$1,096,749		
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	08/01/22	09/30/22	08/01/22	07/31/23	\$1,500	\$1,500	\$3,000
FFY21 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	06/01/22	07/31/22	08/01/21	07/31/22	\$1,500	\$1,500	
FFY21 CDC COVID-19 PHWFD-LHJ	NU90TP922181	Amd 22	93.354	333.93.35	07/01/23	12/31/24	07/01/23	06/30/25	\$19,854	\$142,764	\$142,764
FFY21 CDC COVID-19 PHWFD-LHJ	NU90TP922181	Amd 20	93.354	333.93.35	07/01/23	12/31/24	07/01/23	06/30/25	\$122,910		
FFY22 PH Infrastructure Comp A1-LHJ	NE11OE000053	Amd 17	93.967	333.93.96	01/01/24	12/31/24	12/01/22	06/30/25	\$200,000	\$200,000	\$200,000
FFY25 HRSA MCHBG LHJ Contracts	NGA Not Received	Amd 21	93.994	333.93.99	10/01/24	12/31/24	10/01/24	09/30/25	\$13,951	\$13,951	\$125,559
FFY24 HRSA MCHBG LHJ Contracts	B04MC52960	Amd 15	93.994	333.93.99	10/01/23	09/30/24	10/01/23	09/30/24	\$55,804	\$55,804	
FFY23 HRSA MCHBG LHJ Contracts	B04MC47453	Amd 7	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	\$55,804	\$55,804	
FFY22 MCHBG LHJ Contracts	B04MC45251	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$9,958	\$51,811	\$51,811
FFY22 MCHBG LHJ Contracts	B04MC45251	Amd 1	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$41,853		

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Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List **	BARS Revenue Code**	Statement of Work LHHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
SFY1 GFS - Group B		Amd 18	N/A	334.04.90	01/01/24	06/30/24	07/01/23	06/30/25	\$25,230	\$25,230	\$76,985
GFS-Group B (FO-NW)		Amd 11	N/A	334.04.90	01/01/23	06/30/23	07/01/22	06/30/23	\$25,878	\$25,878	
GFS-Group B (FO-NW)		Amd 1	N/A	334.04.90	01/01/22	06/30/22	07/01/21	06/30/22	\$25,877	\$25,877	
LHH COVID-19 GFS		Amd 19	N/A	334.04.92	07/01/23	06/30/24	07/01/23	06/30/24	\$489,967	\$489,967	\$489,967
SFY25 Island Co Treatment Proviso		Amd 16	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$147,930	\$147,930	\$295,860
SFY24 Island Co Treatment Proviso		Amd 16	N/A	334.04.93	11/01/23	06/30/24	07/01/23	06/30/25	\$147,930	\$147,930	
<b>SFY25 Local OPI Prev &amp; Supp Proviso</b>		<b>Amd 22</b>	<b>N/A</b>	<b>334.04.93</b>	<b>11/01/24</b>	<b>12/31/24</b>	<b>07/01/24</b>	<b>06/30/25</b>	<b>\$9,625</b>	<b>\$9,625</b>	<b>\$9,625</b>
Rec Shellfish/Biotoxin		Amd 14	N/A	334.04.93	07/01/23	12/31/24	07/01/23	06/30/25	\$2,400	\$2,400	\$5,400
Rec Shellfish/Biotoxin		Amd 1	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,000	\$3,000	
Small Onsite Management (GFS)		Amd 16	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	(\$30,000)	\$0	\$0
Small Onsite Management (GFS)		Amd 14	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$30,000		
Small Onsite Management (GFS)		Amd 16	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	(\$45,000)	\$0	
Small Onsite Management (GFS)		Amd 14	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	\$45,000		
SFY25 Wastewater Management		Amd 16	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$53,636	\$53,636	\$166,136
SFY24 Wastewater Management		Amd 16	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	\$45,000	\$45,000	
Wastewater Management-GFS		Amd 1	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$45,000	\$45,000	
Wastewater Management-GFS		Amd 1	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$22,500	\$22,500	
SFY25 FPHS-LHH Funds-GFS		Amd 21	N/A	336.04.25	07/01/24	12/31/24	07/01/24	06/30/25	\$1,157,000	\$2,314,000	\$4,014,000
SFY25 FPHS-LHH Funds-GFS		Amd 20	N/A	336.04.25	07/01/24	12/31/24	07/01/24	06/30/25	\$1,157,000		
SFY23 FPHS-LHH Funds-GFS		Amd 13	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$100,000	\$1,700,000	
SFY23 FPHS-LHH Funds-GFS		Amd 6, 9	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$1,600,000		
SFY24 FPHS-LHH-Funds-GFS		Amd 15	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/25	\$714,000	\$2,314,000	\$2,314,000
SFY24 FPHS-LHH-Funds-GFS		Amd 14	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/25	\$1,600,000		
FPHS-LHH-Proviso (YR2)		Amd 7	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	(\$854,000)	\$0	\$854,000
FPHS-LHH-Proviso (YR2)		Amd 1	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$854,000		
FPHS-LHH-Proviso (YR1)		Amd 1	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	\$854,000	\$854,000	
<b>YR 27 SRF - Local Asst (15%) SS</b>		<b>Amd 22</b>	<b>N/A</b>	<b>346.26.64</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>07/01/23</b>	<b>06/30/25</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$46,250</b>
<b>YR 26 SRF - Local Asst (15%) SS</b>		<b>Amd 22</b>	<b>N/A</b>	<b>346.26.64</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>07/01/23</b>	<b>06/30/25</b>	<b>(\$11,000)</b>	<b>\$4,250</b>	
YR 26 SRF - Local Asst (15%) SS		Amd 19	N/A	346.26.64	01/01/24	12/31/24	07/01/23	06/30/25	(\$1,500)		
YR 26 SRF - Local Asst (15%) SS		Amd 16	N/A	346.26.64	01/01/24	12/31/24	07/01/23	06/30/25	\$16,750		



Indirect Rate January 1, 2022 through December 31, 2022: 24%  
Indirect Rate January 1, 2023 through December 31, 2023: 23%  
Indirect Rate January 1, 2024 through December 31, 2024: 22.38%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work		DOH Use Only Chart of Accounts		Amount	Funding Period SubTotal	Chart of Accounts Total
					LHJ Funding Period Start Date	LHJ Funding Period End Date	Funding Period Start Date	Funding Period End Date			
YR 25 SRF - Local Asst (15%) SS		Amd 19	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	(\$1,250)	\$16,500	
YR 25 SRF - Local Asst (15%) SS		Amd 13	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$250		
YR 25 SRF - Local Asst (15%) SS		Amd 12	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$17,500		
YR 24 SRF - Local Asst (15%) (FO-NW) SS		Amd 5	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$250	\$14,500	
YR 24 SRF - Local Asst (15%) (FO-NW) SS		Amd 2	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$500		
YR 24 SRF - Local Asst (15%) (FO-NW) SS		Amd 1	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$13,750		
YR 27 SRF - Local Asst (15%) TA		Amd 22	N/A	346.26.66	01/01/24	12/31/24	07/01/23	06/30/25	\$4,000	\$4,000	\$10,000
YR 26 SRF - Local Asst (15%) TA		Amd 22	N/A	346.26.66	01/01/24	12/31/24	07/01/23	06/30/25	(\$4,000)	\$0	
YR 26 SRF - Local Asst (15%) TA		Amd 19	N/A	346.26.66	01/01/24	12/31/24	07/01/23	06/30/25	\$4,000		
YR 25 SRF - Local Asst (15%) TA		Amd 12	N/A	346.26.66	01/01/23	12/31/23	01/01/23	12/31/23	\$4,000	\$4,000	
YR 24 SRF - Local Asst (15%) (FO-NW) TA		Amd 1	N/A	346.26.66	01/01/22	12/31/22	07/01/21	06/30/23	\$2,000	\$2,000	
TOTAL									\$12,665,834	\$12,665,834	
Total consideration:	\$13,187,746 (\$521,912)									GRAND TOTAL	\$12,665,834
GRAND TOTAL	\$12,665,834									Total Fed Total State	\$4,383,611 \$8,282,223

\*Catalog of Federal Domestic Assistance  
\*\*Federal revenue codes begin with "333". State revenue codes begin with "334".

**Exhibit A**  
**Statement of Work**  
**Contract Term: 2022-2024**

**DOH Program Name or Title:** Executive Office of Resiliency & Health Security-  
WFD LHJ - Effective July 1, 2023

**Local Health Jurisdiction Name:** Island County Public Health Department

**Contract Number:** CLH31012

**SOW Type:** Revision      **Revision # (for this SOW)** 2

**Period of Performance:** July 1, 2023 through December 31, 2024

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Statement of Work Purpose:** The purpose of this statement of work is to provide funding to establish, expand, train, and sustain the LHJ public health workforce to support jurisdictional COVID-19 prevention, preparedness, response, and recovery initiatives, in accordance with the CDC Crisis Response Cooperative Agreement: COVID-19 Public Health Workforce Development (WFD).

**Note: Program does not expect to be able to extend funding beyond June 30, 2024. LHJs will not be provided a fund allocation. Program will review invoices and manage use of funds across all LHJs who want to access these funds. Timely invoicing of costs by LHJs to DOH is essential. The program also asks LHJs to inform DOH as soon as possible if they do not plan to invoice for any of these funds.**

**Note #2:** The current consolidated contract ends December 31, 2024. Once a new contract is in place, the Program plans to submit a new statement of work for January 1 - June 30, 2025. The Program plans to allow LHJs to add any unspent funds from 2024 to the new statement of work, once the 2024 invoices have all been submitted and approved. Deliverable due dates after December 31, 2024 are referenced in this statement of work for informational purposes only and will be updated in the January - June 2025 statement of work.

**Revision Purpose:** The purpose of this revision is to add funds to the statement of work.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change Increase (+)	Total Allocation
FFY21 CDC COVID-19 PHWFD-LHJ	3190621G	93.354	333.93.35	07/01/23	12/31/24	122,910	19,854	142,764
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>122,910</b>	<b>19,854</b>	<b>142,764</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Submit names, position titles, email addresses and phone numbers of key LHJ staff responsible for this statement of work, including management, program staff, and accounting and/or financial staff.	Submit information by September 15, 2023, and any changes within 30 days of the change.	September 15, 2023  Within 30 days of the change.	Reimbursement for actual costs not to exceed total funding allocation amount.



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
2	<p>Develop a plan to use these funds for one or more of the allowable costs listed below.</p> <p>Submit plan to the DOH Program Contact for review and prior approval as soon as possible. We want to be sure your planned activities are allowable, and we will be able to reimburse you for the expenses.</p>	Implementation Plan	December 31, 2023, or sooner or when LHJ requests funds or another change to the Plan.	
3	<p>Funding is intended to establish, expand, train, and sustain public health staff to support LHJ COVID-19 prevention, preparedness, response, and recovery initiatives.</p> <p>Funding can be used for permanent full-time and part-time staff, temporary or term-limited staff, fellows, interns, contractors, and contracted employees.</p> <p>Allowable costs include:</p> <ul style="list-style-type: none"> <li>• Costs including, wages and benefits, related to recruiting, hiring, and training of new or existing public health staff.</li> <li>• Purchase of supplies and equipment to support the expanded and/or current workforce and any training related to the use of supplies and equipment.</li> <li>• Training and education (and related travel) for new and existing staff on topics such as incident management training, health equity issues, working with underserved populations, cultural competency, disease investigations, informatics or data management, or other needs identified by the LHJ.</li> <li>• Costs of contractors and contracted staff.</li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>• Preapproval from DOH is required to contract with these funds.</li> <li>• Preapproval is required for the purchase of equipment. (Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)</li> </ul>	<p>Implementation Plan</p> <p>Data on form provided by DOH.</p>	<p>December 31, 2023, or sooner or when LHJ requests funds or another change to the Plan.</p> <p>January 10, 2024 July 10, 2024 December 31, 2024</p>	
4	<p>Data collection, as applicable, based on activities LHJ has completed during the reporting period.</p> <p>Data collection includes:</p> <ul style="list-style-type: none"> <li>• Total new hires</li> </ul>	Data on form provided by DOH.	January 10, 2024 July 10, 2024 December 31, 2024	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>Describe challenges or experiences that have impacted progress toward achieving set hiring goals.</li> <li>Describe promising practices or activities that should be considered for sustained funding.</li> <li>Explain your approach and mitigation plans to address challenges in meeting these hiring goals.</li> <li>Health Equity – Identify metrics to address Diversity, Equity, and Inclusion (DEI) in hiring.</li> <li>Administrative Support Staff – New Hires</li> <li>Professional or Clinical Staff – New Hires</li> <li>Disease Investigation Staff – New Hires</li> <li>Program Management Staff – New Hires</li> <li>Existing Staff budget for this funding.</li> </ul> <p>Note: Reporting periods are July 1 – December 31, 2023, January 1 – June 30, 2024, and July 1 – December 31, 2024.</p>			

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Follow all Federal requirements for use of Federal funds:**

Code of Federal Regulations (CFR), Title 2, Subtitle A, Chapter II, Part 200

Uniform Administrative Requirements, Cost Principle, and Audit Requirements for Federal Awards

[eCFR :: 2 CFR Part 200 -- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)

**The following expenses are not allowable with these funds:**

- Clothing (except for vests to be worn during exercises or responses).
- Food or beverages.
- Incentives.
- Items to be given to community members (members of the public).
- Salaries at a rate more than Executive Level II (Federal Pay Scale).
- Vehicles (with preapproval, funds may be used to lease vehicles).



**Preapproval from DOH is required to use these funds for:**

- Contracting.
- Purchasing equipment. (Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)
- Disposition of equipment with a current value of \$5,000 or more.  
(Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)
- Leasing vehicles.
- Out of state travel.

Note: Preapproval is no longer required for paying overtime.

See also DOH *A19 Documentation Matrix* for additional expenses that may require preapproval.

**BILLING**

**All expenses on invoices must be related to statement of work tasks.**

**Submit invoices monthly** on a signed A19 with backup documentation appropriate for risk level. DOH will provide A19 and risk level.

- If your invoice includes indirect costs, you must have an indirect rate cost agreement approved by DOH.
- If you have no expenses related to this contract for a month, let your DOH Primary Point of Contact know via email.
- Submit final billing within 60 days of the end of the contract period.

**Exhibit A**  
**Statement of Work**  
**Contract Term: 2022-2024**

**DOH Program Name or Title:** Injury & Violence Prevention-Overdose Data to Action in States - Effective November 1, 2024

**Local Health Jurisdiction Name:** Island County Public Health Department

**Contract Number:** CLH31012

**SOW Type:** Original      **Revision # (for this SOW)**

**Period of Performance:** November 1, 2024 through December 31, 2024

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input checked="" type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Statement of Work Purpose:** The purpose of this statement of work (SOW) is to allocate funds to Island County Public Health Department to implement overdose prevention strategies under the CDC Overdose Data to Action in States (OD2A-S) Cooperative Agreement.

**NOTE:** The 2022-2024 consolidated contract term ends on December 31, 2024. The new 2025-2027 consolidated contract term begins on January 1, 2025. Funding amounts in this SOW reflect projected spending for the two months (November/December) remaining in the 2022-2024 contract term. Task activities with due dates after December 31, 2024 and funds for the January 1, 2025 through August 31, 2025 budget period along with any unspent funding from this SOW, will be included in a new SOW in the 2025-2027 contract term.

**Revision Purpose:** N/A

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change Increase (+)	Total Allocation
FFY24 CDC PCH OD2A PREVENTION	77520240	93.136	333.93.13	11/01/24	12/31/24	0	14,332	14,332
SFY25 LOCAL OPI PREV & SUPP POVISIO	77550855	N/A	334.04.93	11/01/24	12/31/24	0	9,625	9,625
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>0</b>	<b>23,957</b>	<b>23,957</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1.	<p>OD2A-S 8.1.1</p> <p>The LHJ will initiate, expand, and support overdose prevention programs and outreach activities led by navigators with the intention of promoting access to harm reduction services.</p> <p>The LHJ will staff three syringe services program (SSP) locations and offer the following services: distributed harm reduction supplies, offer harm reduction services, offer assistance with obtaining</p>	<p>Progress report update about:</p> <ul style="list-style-type: none"> <li>Types of assistance offered to clients to obtain assessments for mental health and substance use disorder (SUD) treatment</li> <li>Types of assistance offered to clients to access detox and treatment for SUD</li> </ul>	<p>Collection of semi-annual and annual performance measures. DOH will provide a template to collect specific data for each activity. The first submission of data will be due on 11/22/24. Future submission dates will be updated in the January amendment.</p>	<p>Monthly invoices for actual cost reimbursement will be submitted to DOH.</p> <p>Total of all invoices will not exceed \$23,957 through December 31, 2024.</p>



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount										
	assessments for mental health and SUD treatment, and offer assistance with accessing detox and/or treatment for SUD and mental health concerns.		Quarterly progress reports with updates on the implementation of all tasks are due to DOH.											
2.	OD2A-S 8.2.1  The LHJ will expand overdose education and naloxone distribution, prioritizing those who are at the greatest risk of experiencing or witnessing an overdose. Presentations may be offered to Island County schools' students and staff and staff of local businesses likely to witness persons who are experiencing an overdose.	Progress report update on the progress and process to expand overdose education and naloxone distribution including: <ul style="list-style-type: none"><li>Where presentations were offered</li><li>A brief description of the content offered in the trainings at each location</li></ul>	Progress report timeline <table><tr><th>Period</th><th>Due Date</th></tr><tr><td>11/01/24-01/31/25</td><td>02/01/25</td></tr><tr><td>02/01/25-03/31/25</td><td>04/01/25</td></tr><tr><td>04/01/25-06/30/25</td><td>07/01/25</td></tr><tr><td>07/01/25-08/31/25</td><td>10/31/25</td></tr></table>		Period	Due Date	11/01/24-01/31/25	02/01/25	02/01/25-03/31/25	04/01/25	04/01/25-06/30/25	07/01/25	07/01/25-08/31/25	10/31/25
Period	Due Date													
11/01/24-01/31/25	02/01/25													
02/01/25-03/31/25	04/01/25													
04/01/25-06/30/25	07/01/25													
07/01/25-08/31/25	10/31/25													
3.	OD2A-S 8.2.2  The LHJ will provide low-barrier transportation services to treatment and distribute take-home lock boxes for safe medications for opioid use disorder (MOUD) storage. The LHJ will provide transportation to detox facilities, SUD assessments, and treatment as well as to court hearings and other essential needs programs for clients. The LHJ will distribute lock boxes at shelters, community events, and to people they are connected with through referrals from community agencies.	Progress report update on the progress and process of providing low-barrier transportation services to treatment and distributing take-home lock boxes including: <ul style="list-style-type: none"><li>The number of clients transported</li><li>Where they were transported (MOUD, behavioral health, other [describe])</li><li>The number of lock-boxes distributed and where</li></ul>	Note: The final progress report of this contract budget period is due on the same date that the final A19 invoice for this budget period must be submitted.											
4.	OD2A-S 8.2.3  The LHJ will improve education on, and increase access to, drug-checking supplies. The LHJ will provide education and drug testing supplies at three SSPs, through community outreach efforts (including homeless encampments), and through referrals received from community stakeholders.	Progress report update on the progress and process of improving education on and access to drug-checking supplies.												
5.	OD2A-S 9.1.1  The LHJ will use navigators to facilitate linking people to care and other services.  Opioid Outreach Case Managers (navigators) will facilitate referrals and warm handoffs to community service providers for SUD assessments, detox, treatment, and harm reduction services. Both community partner referrals as well as self-referrals	Progress report update on the progress and process of facilitating referrals and warm handoffs.												

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<p>from those participating in SSP outreach efforts will be accepted.</p> <p>Once initial referrals for services are made, Island County Human Services staff will continue to work with individuals and assist them in making ongoing appointments and participating in follow-up care and treatment. Ongoing assessments will be made throughout engagement to modify goals and ascertain the most current state of a person's needs.</p>			
6.	<p>Maintaining partnerships</p> <p>The LHJ will participate in community meetings and forums to strengthen collaboration and continue to encourage referrals from partner organizations.</p>	<p>Progress report update on participation in community meetings and forums as well as engagement with partners.</p>		
7.	<p>Maintain communication with DOH</p> <ul style="list-style-type: none"> <li>The LHJ will meet virtually with the DOH contract manager on a monthly or quarterly basis.</li> <li>When requested, the LHJ will join meetings with DOH and CDC OD2A-S project officers to provide updates on the implementation of the statement of work activities.</li> <li>The LHJ will participate in quarterly calls with DOH and other recipients of this funding to share lessons learned, successes, and challenges.</li> </ul>	<ul style="list-style-type: none"> <li>Monthly or quarterly meetings</li> <li>Meetings with CDC as requested</li> <li>Participate in quarterly calls with all grantees</li> </ul>		
8.	<p>Evaluation requirements</p> <p>The LHJ will engage in evaluation activities in the following ways:</p> <ul style="list-style-type: none"> <li>Collect data on CDC performance measures to support DOH evaluation plan.</li> <li>Provide answers to contextual performance measures questions.</li> <li>Collaborate with the DOH evaluator on a Targeted Evaluation Project (TEP) that will provide a greater understanding of navigation activities.</li> <li>Support other evaluation tasks as requested, to meet overall CDC evaluation requirements.</li> </ul>	<p>DOH will provide a template for the collection of the following data:</p> <ul style="list-style-type: none"> <li>Total number of harm reduction service encounters (e.g., in-person, mail, telephone, online)</li> <li>Zip code where harm reduction services were provided (list "unknown" when location is unknown)</li> <li>Total number of navigators located in a harm reduction setting or other setting</li> </ul>		



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
		<ul style="list-style-type: none"> <li>• Number of referrals to harm reduction services for each race ethnicity</li> <li>• If possible, total number of hours spent by each navigator on linkage to care or referral efforts</li> <li>• Type of organization where naloxone was distributed (SSP, faith-based organizations, schools, etc.)</li> <li>• Zip code where naloxone was distributed (list “unknown” when unknown)</li> <li>• Number of naloxone doses distributed at each type of organization</li> <li>• Number of service encounters involving drug checking</li> <li>• Zip code for drug checking encounters (list “unknown” when unknown)</li> <li>• Number of referrals to MOUD for each race/ethnicity</li> <li>• Number of referrals to behavioral health treatment only (without MOUD) for each race/ethnicity</li> <li>• Number of other referrals, if not to MOUD and behavioral health, with a description of the type of referral</li> </ul>		

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://USASpending.gov) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Billing Requirements:**

DOH awards funding through reimbursement-based billing. Invoices must be submitted monthly on an A19-1A invoice voucher.

Due to tight timelines, itemized budgets were not included in this SOW. Itemized budgets will be included in the January amendment. The LHJ must receive written approval from DOH before making any changes to the SOW activities or itemized budget.



**Exhibit A**  
**Statement of Work**  
**Contract Term: 2022-2024**

**DOH Program Name or Title:** Office of Drinking Water Group A Program - Effective January 1, 2022.

**Local Health Jurisdiction Name:** Island County Public Health Department

**Contract Number:** CLH31012

**SOW Type:** Revision      **Revision # (for this SOW)** 8

**Period of Performance:** January 1, 2022 through December 31, 2024

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Contractor	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input checked="" type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Statement of Work Purpose:** The purpose of this statement of work is to provide funding to the LHJ for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems

**Revision Purpose:** The purpose of this revision is to update funding provided for Sanitary Survey and Technical Assistance activity assigned 1/1/2024 through 12/31/2024.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change None	Total Allocation
YR 24 SRF - LOCAL ASST (15%) (FO-NW) SS	24229224	N/A	346.26.64	01/01/22	12/31/22	14,500	0	14,500
YR 24 SRF - LOCAL ASST (15%) (FO-NW) TA	24229224	N/A	346.26.66	01/01/22	12/31/22	2,000	0	2,000
YR 25 SRF - LOCAL ASST (15%) SS	24119226	N/A	346.26.64	01/01/23	12/31/23	16,500	0	16,500
YR 25 SRF - LOCAL ASST (15%) TA	24119226	N/A	346.26.66	01/01/23	12/31/23	4,000	0	4,000
YR 26 SRF - LOCAL ASST (15%) SS	24119226	N/A	346.26.64	01/01/24	12/31/24	15,250	-11,000	4,250
YR 26 SRF - LOCAL ASST (15%) TA	24119226	N/A	346.26.66	01/01/24	12/31/24	4,000	-4,000	0
YR 27 SRF - LOCAL ASST (15%) SS	24119227	N/A	346.26.64	01/01/24	12/31/24	0	11,000	11,000
YR 27 SRF - LOCAL ASST (15%) TA	24119227	N/A	346.26.66	01/01/24	12/31/24	0	4,000	4,000
						0	0	0
<b>TOTALS</b>						<b>56,250</b>	<b>0</b>	<b>56,250</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	<p>Trained LHJ staff will conduct sanitary surveys of small community and non-community Group A water systems identified by the DOH Office of Drinking Water (ODW) Regional Office.</p> <p>See Special Instructions for task activity.</p> <p>The purpose of this statement of work is to provide funding to the LHJ for</p>	<p>Provide Final* Sanitary Survey Reports to ODW Regional Office. Complete Sanitary Survey Reports shall include:</p> <ol style="list-style-type: none"> <li>Cover letter identifying significant deficiencies, significant findings, observations, recommendations, and referrals for further ODW follow-up.</li> <li>Completed Small Water System checklist.</li> </ol>	<p>Final Sanitary Survey Reports must be received by the ODW Regional Office within <b>30 calendar days</b> of conducting the sanitary survey.</p>	<p>Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid <b>\$250</b> for each sanitary survey of a non-community system with three or fewer connections.</p> <p>Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid <b>\$500</b> for each sanitary survey of a non-community system with four or more connections and each community system.</p>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems.	3. Updated Water Facilities Inventory (WFI). 4. Photos of water system with text identifying features 5. Any other supporting documents.  *Final Reports reviewed and accepted by the ODW Regional Office.		Payment is inclusive of all associated costs such as travel, lodging, per diem.  Payment is authorized upon receipt and acceptance of the Final Sanitary Survey Report within the 30-day deadline.  Late or incomplete reports may not be accepted for payment.
2	Trained LHJ staff will conduct Special Purpose Investigations (SPI) of small community and non-community Group A water systems identified by the ODW Regional Office.  See Special Instructions for task activity.	Provide completed SPI Report and any supporting documents and photos to ODW Regional Office.	Completed SPI Reports must be received by the ODW Regional Office within <b>2 working days</b> of the service request.	Upon acceptance of the completed SPI Report, the LHJ shall be paid <b>\$800</b> for each SPI.  Payment is inclusive of all associated costs such as travel, lodging, per diem.  Payment is authorized upon receipt and acceptance of completed SPI Report within the 2-working day deadline.  Late or incomplete reports may not be accepted for payment.
3	Trained LHJ staff will provide direct technical assistance (TA) to small community and non-community Group A water systems identified by the ODW Regional Office.  See Special Instructions for task activity.	Provide completed TA Report and any supporting documents and photos to ODW Regional Office.	Completed TA Report must be received by the ODW Regional Office within <b>30 calendar days</b> of providing technical assistance.	Upon acceptance of the completed TA Report, the LHJ shall be paid for each technical assistance activity as follows: • Up to 3 hours of work: <b>\$250</b> • 3-6 hours of work: <b>\$500</b> • More than 6 hours of work: <b>\$750</b>  Payment is inclusive of all associated costs such as consulting fee, travel, lodging, per diem.  Payment is authorized upon receipt and acceptance of completed TA Report within the 30-day deadline.  Late or incomplete reports may not be accepted for payment.



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
4	LHJ staff performing the activities under tasks 1, 2 and 3 attend periodic required survey training as directed by DOH.  See Special Instructions for task activity.	For training attended in person, prior to attending the training, submit an "Authorization for Travel (Non-Employee)" DOH Form 710-013 to the ODW Program Contact for approval (to ensure enough funds are available).	Annually	For training attended in person, LHJ shall be paid mileage, per diem, lodging, and registration costs as approved on the pre-authorization form in accordance with the current rates listed on the OFM Website <a href="http://www.ofm.wa.gov/resources/travel.asp">http://www.ofm.wa.gov/resources/travel.asp</a>

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](http://USASpending.gov) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Data Sharing**

The Office of Drinking Water will share water system information and files with the local health jurisdiction to support the work identified in this statement of work. To request water system data please contact the regional office with the name of the water system, water system ID#, specific information being requested and any timeline requirements. If allowable, please give administrative staff 3 to 5 business days to provide records.

**Program Manual, Handbook, Policy References:** Field Guide (DOH Publication 331-486).

**Special References:**

Chapter 246-290 WAC is the set of rules that regulate Group A water systems. By this statement of work, ODW contracts with the LHJ to conduct sanitary surveys (and SPIs and provide technical assistance) for small community and non-community water systems with groundwater sources. ODW retains responsibility for conducting sanitary surveys (and SPIs and provide technical assistance) for small community and non-community water systems with surface water sources, large water systems, and systems with complex treatment.

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work. See special instructions under Task 4, below.

**Special Billing Requirements**

The LHJ shall submit quarterly invoices within 30 days following the end of the quarter in which work was completed, noting on the invoice the quarter and year being billed for. Payment cannot exceed a maximum accumulative fee of **\$46,250 for Task 1**, and **\$10,000 for Task 2, Task 3 and Task 4** combined during the contracting period, to be paid at the rates specified in the Payment Method/Amount section above. When invoicing for sanitary surveys, bill to BARS Revenue Code 346.26.64.

When invoicing for **Task 1**, submit the list of WS Name, ID #, Amount Billed, Survey Date and Letter Date for which you are requesting payment.

When invoicing for **Task 2-3**, submit the list of WS Name, ID #, TA Date and description of TA work performed, and Amount Billed.

When invoicing for **Task 4**, submit receipts and the signed pre-authorization form for non-employee travel to the ODW Program Contact below and a signed A19-1A Invoice Voucher to DOH Grants Management, billing to BARS Revenue Code 346.26.66 under Technical Assistance (TA).

## Special Instructions

### Task 1

Trained LHJ staff will evaluate the water system for physical and operational deficiencies and prepare a Final Sanitary Survey Report which has been accepted by ODW. Detailed guidance is provided in the *Field Guide for Sanitary Surveys, Special Purpose Investigations and Technical Assistance* (Field Guide). The sanitary survey will include an evaluation of the following eight elements: source; treatment; distribution system; finished water storage; pumps, pump facilities and controls; monitoring, reporting and data verification; system management and operation; and certified operator compliance. If a system is more complex than anticipated or other significant issues arise, the LHJ may request ODW assistance.

- No more than **2** surveys of non-community systems with three or fewer connections be completed between January 1, 2022 and December 31, 2022.
- No more than **28** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2022 and December 31, 2022.
- No more than **2** surveys of non-community systems with three or fewer connections be completed between January 1, 2023 and December 31, 2023.
- No more than **32** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2023 and December 31, 2023.
- No more than **7** surveys of non-community systems with three or fewer connections be completed between January 1, 2024 and December 31, 2024.
- No more than **27** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2024 and December 31, 2024.

The process for assignment of surveys to the LHJ, notification of the water system, and ODW follow-up with unresponsive water systems; and other roles and responsibilities of the LHJ are described in the Field Guide.

### Task 2

Trained LHJ staff will perform Special Purpose Investigations (SPIs) as assigned by ODW. SPIs are inspections to determine the cause of positive coliform samples or the cause of other emergency conditions. SPIs may also include sanitary surveys of newly discovered Group A water systems. Additional detail about conducting SPIs is described in the Field Guide. The ODW Regional Office must authorize in advance any SPI conducted by LHJ staff.

### Task 3

Trained LHJ staff will conduct Technical Assistance as assigned by ODW. Technical Assistance includes assisting water system personnel in completing work or verifying work has been addressed as required, requested, or advised by the ODW to meet applicable drinking water regulations. Examples of technical assistance activities are described in the Field Guide. The ODW Regional Office must authorize in advance any technical assistance provided by the LHJ to a water system.

### Task 4

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work.

If required trainings, workshops or meetings are not available, not scheduled, or if the LHJ staff person is unable to attend these activities prior to conducting assigned tasks, the LHJ staff person may, with ODW approval, substitute other training activities to be determined by ODW. Such substitute activities may include one-on-one training with ODW staff, co-surveys with ODW staff, or other activities as arranged and pre-approved by ODW. LHJ staff may not perform the activities under tasks 1, 2, and 3 without completing the training that has been arranged and approved by ODW.



**Exhibit A**  
**Statement of Work**  
**Contract Term: 2022-2024**

**DOH Program Name or Title:** Office of Immunization COVID-19 Vaccine -  
Effective January 1, 2022

**Local Health Jurisdiction Name:** Island County Public Health Department

**Contract Number:** CLH31012

**SOW Type:** Revision      **Revision # (for this SOW)** 8

**Period of Performance:** January 1, 2022 through June 30, 2024

<b>Funding Source</b> <input checked="" type="checkbox"/> Federal Subrecipient <input type="checkbox"/> State <input type="checkbox"/> Other	<b>Federal Compliance (check if applicable)</b> <input checked="" type="checkbox"/> FFATA (Transparency Act) <input type="checkbox"/> Research & Development	<b>Type of Payment</b> <input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Fixed Price
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**Statement of Work Purpose:** The purpose of this statement of work (SOW) is to provide funding to conduct COVID-19 vaccine activities.

**Revision Purpose:** The purpose of this revision is to remove funds.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date	LHJ Funding Period End Date	Current Allocation	Allocation Change Decrease (-)	Total Allocation
COVID19 Vaccines R4	74310259	93.268	333.93.26	01/01/22	06/30/24	386,667	-214,625	172,042
COVID 19 CDC Vaccines	74310236	93.268	333.93.26	01/01/22	06/30/24	351,098	-351,098	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>737,765</b>	<b>-565,723</b>	<b>172,042</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
The purpose of this statement of work is to identify activities and provide funding to support COVID vaccine response outreach, education, and operations. The activities may include other vaccines recommended for the audience population, as long as COVID vaccine is the primary focus and references to other vaccines are secondary.				
3.A	Identify activity/activities to support COVID vaccine response in your community, using the examples below as a guideline.  <b>Example 1:</b> Develop and implement communication strategies with health care providers, community, and/or other partners to help build vaccine confidence broadly and among groups anticipated to receive early vaccination, as well as dispel vaccine misinformation. Document and provide a plan that shows the communication strategies used with health care providers and other partners and the locally identified population anticipated to reach.	Summary of the engagement strategies to be used with health care providers and other partners, and the locally identified population to be reached.	January 31, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<b>Example 2:</b> Engage in other vaccination planning activities such as partnership development, provider education, vaccination point of dispensing (POD) planning, tabletop exercises, engagement with communities, leaders, non-traditional provider, or vulnerable populations to develop strategies to ensure equitable access to vaccination services			
3.B	Implement the communication strategies or other activities, working with health care providers and other partners to reach the locally identified population, support providers in vaccination plans, and support equitable access to vaccination services.	Written report describing activity/activities and progress made to-date and strategies used (template to be provided)	June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.C	Catalog activities and conduct an evaluation of the strategies used	Written report, showing the strategies used and the final progress of the reach (template to be provided)	June 30, annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.D	As needed to meet community needs, expand operations to increase vaccine throughput (i.e., providing vaccinations during evenings, overnight, and on weekends) or adjust vaccine delivery approaches to optimize access. Activities may include vaccine strike teams, mobile vaccine clinics, satellite clinics, temporary, or off-site clinics to travel and provide vaccination services in non-traditional settings, or to supplement the work of local health departments in underserved communities, and may include administration costs for other vaccines co-administered at the events. These activities may be done by the local health department or in collaboration with community partners. (see Restrictions on Funds below)	Reports summarizing quantity, type, and frequency of activities	December 31 and June 30, annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

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**Federal Funding Accountability and Transparency Act (FFATA)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://www.USASpending.gov) by DOH as required by P.L. 109-282.



## **Program Specific Requirements**

### **Restrictions on Funds:**

Coverage of co-administration costs for other vaccines administered at vaccination events does NOT apply to the FEMA Mass Vaccination funding. Coverage of co-administration costs only applies to the vaccine funding (COVID19 Vaccine R4, MI 74310230) allocated for Task 3 of the consolidated contract. FEMA Mass Vaccination funding is only available to cover the costs for COVID vaccine administration and cannot be used for co-administration costs of other vaccines.

### **Unallowable Costs:**

There are limitations from the funding source on allowable costs for this contract. If the contractor is unsure if a cost is **allowable**, they should contact the contract manager for approval of the cost prior to making the purchase or charge.

- Advertising costs (e.g., conventions, displays, exhibits, meetings, memorabilia, gifts, souvenirs)
- Alcoholic beverages
- Building, purchases, construction, capital improvements
- Clinical care (non-immunization services)
- Entertainment costs
- Fundraising Cost
- Goods and services for personal use
- Honoraria
- Independent Research
- Land acquisition
- Legislative/lobbying activities
- Interest on loans for the acquisition and/or modernization of an existing building
- Payment of a bad debt, collection of improper payments
- Promotional and/or incentive materials (e.g., plaques, clothing, and commemorative items such as pens, mugs/cups, folders/folios, lanyards, magnets, conference bags)
- Purchase of food/meals (unless part of required travel per diem costs)
- Vehicle Purchase

**Exhibit A**  
**Statement of Work**  
**Contract Term: 2022-2024**

**DOH Program Name or Title:** Office of Immunization-Promotion of Immunizations to Improve Vaccination Rates - Effective July 1, 2023

**Local Health Jurisdiction Name:** Island County Public Health Department

**Contract Number:** CLH31012

**SOW Type:** Revision      **Revision # (for this SOW)** 3

**Period of Performance:** July 1, 2023 through June 30, 2024

<b>Funding Source</b> <input checked="" type="checkbox"/> Federal Subrecipient <input type="checkbox"/> State <input type="checkbox"/> Other	<b>Federal Compliance (check if applicable)</b> <input checked="" type="checkbox"/> FFATA (Transparency Act) <input type="checkbox"/> Research & Development	<b>Type of Payment</b> <input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Fixed Price
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**Statement of Work Purpose:** The purpose of this statement of work is to contract with local health to conduct activities to improve immunization coverage rates

**Revision Purpose:** The purpose of this revision is to remove and add funds

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change None	Total Allocation
FFY24 CDC VFC Ops	74310241	93.268	333.93.26	07/01/23	06/30/24	6,626	-4,850	1,776
FFY24 CDC PPHF Ops	74310246	93.268	333.93.26	07/01/23	06/30/24	0	4,850	4,850
						0	0	0
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>6,626</b>	<b>0</b>	<b>6,626</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Develop a proposal to improve immunization coverage rates for a target population by increasing promotion activities and collaborating with community partners (can use pre and post qualitative or quantitative collection methods) <u>Examples of qualitative &amp; quantitative methods/measures:</u> <ul style="list-style-type: none"> <li>Surveys, Questionnaires, Interviews</li> <li>Immunization coverage rates expressed in percentages</li> <li>Observations (i.e., feedback from surveys/interviews, social media posts comments)</li> <li>Analytic tools (i.e., google analytics measuring website traffic, page views etc.)</li> </ul>	Written proposal summarizing project plan and method of assessing/observing change in target population.  (Template will be provided)	August 1, 2023	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
2	Upon approval of proposal, implement the plan to increase immunization coverage rates with the target population identified.	Written report describing the progress made on reaching milestones for activities identified in the plan (template will be provided)	November 30, 2023 March 31, 2024	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3	Develop final report to include comparison of change or improvement of targeted outcome from start of the project/intervention [This can be short-term or intermediate outcomes with overall goal to increase immunization rates] Examples: <ul style="list-style-type: none"> <li>Increased partner knowledge on immunization guidelines</li> <li>Change in attitudes about childhood vaccines</li> <li>Increase in school district immunization coverage rates</li> </ul>	Final written report including measured and/or observed outcomes [what was achieved as a result of the activity/intervention?].  (Template will be provided)	June 15, 2024	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

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**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

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To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://USASpending.gov) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Unallowable Costs:**

There are limitations from the funding source on allowable costs for this contract. If the contractor is unsure if a cost is **allowable**, they should contact the contract manager for approval of the cost prior to making the purchase or charge.

- Advertising costs (e.g., conventions, displays, exhibits, meetings, memorabilia, gifts, souvenirs)
- Alcoholic beverages
- Building, purchases, construction, capital improvements
- Clinical care (non-immunization services)
- Entertainment costs
- Fundraising Cost
- Goods and services for personal use
- Honoraria
- Independent Research
- Land acquisition

- Legislative/lobbying activities
- Interest on loans for the acquisition and/or modernization of an existing building
- Payment of a bad debt, collection of improper payments
- Promotional and/or incentive materials (e.g., plaques, clothing, and commemorative items such as pens, mugs/cups, folders/folios, lanyards, magnets, conference bags)
- Purchase of food/meals (unless part of required travel per diem costs)
- Vehicle Purchase



**ISLAND COUNTY HUMAN RESOURCES/GSA**

**WORK SESSION AGENDA**

**MEETING DATE: 12/4/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Catherine Reid, Director**

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**Amount of time requested for agenda discussion. 10 minutes**

**Agenda Item No.: 1**

**Subject: Resolution Amending Elected Pay**

**Description:** Resolution to amend the proportional pay for Elected Officials to reflect equity with Sheriff and Prosecuting Attorney whose proportion was revised in 2018.

**Attachment: Draft Resolution**

**Request:** *(Check boxes that apply)*

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular           |
| <input type="checkbox"/> None/Informational         | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request          | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Complete

**P.A. Review:** Not Applicable



**BEFORE THE BOARD OF ISLAND COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON**

**IN THE MATTER OF AMENDING THE  
SALARY RELATIONSHIP BETWEEN ISLAND  
COUNTY ELECTED OFFICIALS AND SUPERIOR  
COURT JUDGE**

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)  
)  
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**RESOLUTION C-63-24**

**WHEREAS**, the Board of Island County Commissioners has the responsibility of setting salaries for the Board of Commissioners and other Island County Elected Officials; and

**WHEREAS**, Superior Court Judges Salaries are set by the Washington Citizens Commission for Elected Officials; and

**WHEREAS**, a significant portion of the County Government enterprise involves enforcing State laws and delivering State services, and in so doing, County Elected Officials are de facto officers of the State for purposes of determining their compensation; and

**WHEREAS**, the Board established an ongoing proportional salary relationship between County Elected Officials and the Superior Court Judges, whose salaries are periodically reviewed and set by the independent and publicly accountable Washington Citizens Commission on Salaries for Elected Officials; and

**WHEREAS**, the Board adjusted the proportional salary relationship for Sheriff and Prosecuting Attorney in 2022, per Resolution C-80-22; and

**WHEREAS**, the Board desires to maintain the equitable salary relationship amongst the Elected Officials; and

**WHEREAS**, the County has not increased the proportional relationship for Island County Elected Officials, other than Sheriff and Prosecuting Attorney, since 2015; and

**WHEREAS**, the Board recognizes the importance of attracting citizens of the highest quality to public service through elective office; and

**WHEREAS**, the Island County District 3 Commissioner cannot increase their own salary during their current term of office; **NOW THEREFORE**,

***BE IT HEREBY RESOLVED***, effective the first full pay period in January 2025, the salaries for Island County District 1 and 2 County Commissioners shall henceforth be established as indicated percentages of the Superior Court Judge's salary and to be adjusted thereafter when changes in the Judge's salary takes effect (as set by the Washington Citizens Commission on Salaries for Elected Officials), according to the table in Exhibit A;

Resolution C-63-24  
Amending the Salary Resolution Between Island  
County Elected Officials and Superior Court Judge  
Page 2 of 4

***BE IT HEREBY FURTHER RESOLVED***; the Sheriff and Prosecuting Attorney  
proportional salary relationship will remain as amended in 2022 and according to the table in Exhibit  
A;

***BE IT HEREBY FURTHER RESOLVED***; effective the first full pay in January 2027,  
the salaries of District 3 Commissioner, whose term expires December 31, 2026, and Elected  
Officials, other than the Sheriff and Prosecuting Attorney, shall be established as indicated  
percentages of the Superior Court Judge's salary and to be adjusted thereafter when changes in the  
Judge's salary takes effect (as set by the Washington Citizens Commission on Salaries for Elected  
Officials), according to the table in Exhibit A.

**ADOPTED** this \_\_\_\_ day of December, 2024

**BOARD OF COUNTY  
COMMISSIONERS  
ISLAND COUNTY, WASHINGTON**

\_\_\_\_\_  
Jill Johnson, Chair

ATTEST:

\_\_\_\_\_  
Melanie Bacon, Member

\_\_\_\_\_  
Jennifer Roll  
Clerk of the Board

\_\_\_\_\_  
Janet St. Clair, Member

Resolution C-63-24  
Amending the Salary Resolution Between Island  
County Elected Officials and Superior Court Judge  
Page 3 of 4

## EXHIBIT A: ELECTED OFFICIALS SALARIES



**EXHIBIT A**

**ELECTED OFFICIAL SALARIES**

	<b>Current Percentage of Superior Court Judge</b>	<b>New Percentage of Superior Court Judge</b>
Commissioner	51.21%	54.80%
Auditor	46.09%	49.59%
Assessor	46.09%	49.59%
Treasurer	46.09%	49.59%
Clerk	46.09%	49.59%
Coroner	46.09%	49.59%
Sheriff	64.40%	64.40%
Prosecutor	42.00%*	42.00%*

\*State pays 50% and County pays up to 50% based on years of service. See, Resolution C-80-22.



**ISLAND COUNTY COUNTY ADMINISTRATION**

**WORK SESSION AGENDA**

**MEETING DATE: 12/4/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Michael Jones, County Administrator**

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**Amount of time requested for agenda discussion. 20 minutes**

**DIVISION: Administrative**

**Agenda Item No.: 1**

**Subject: Electric Vehicle Charging Station Policy and Resolution**

**Description:** To establish a county policy on the development of electric vehicle charging stations.

**Attachment: Electric Vehicle Charging Station Policy, Electric Vehicle Charging Station Resolution C-XX-24**

**Request:** *(Check boxes that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Move to Consent               | <input type="checkbox"/> Move to Regular           |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request             | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable

## **Electric Vehicle Charging Station Policy**

**SCOPE** This policy applies to County-owned, publicly accessible electric vehicle charging stations located on County-owned property. It is not applicable to County right-of-way.

**PURPOSE** The purpose of this policy is to establish guidelines within which the County operates regarding construction of, operation of, and contracting for, electric vehicle charging stations. This policy does not obligate the county to take any specific actions, nor does it prohibit actions deemed appropriate by the Board of County Commissioners.

### **POLICY**

1. It is the policy of the County to provide publicly accessible vehicle charging stations at public service sites.
  - A. The Coupeville campus and Camano Administration building are the priority locations.
  - B. Satellite locations are lower priority locations. Satellite locations include service centers in North Whidbey or South Whidbey and County parks.
2. To discourage unregulated public access, locations that are not public service sites, such as road maintenance shops, will not be developed with publicly accessible charging stations.
3. Electric vehicle (EV) charging is subsidiary to the primary use of the parking lot (i.e. the parking of vehicles). As such, the number of spaces dedicated to EV charging shall be no more than 10-percent of available parking.
  - A. These locations shall be designated for EVs only and shall be clearly marked with signage indicating their restricted use.
  - B. Only electric vehicles may use the EV parking spots. Non-electric vehicles may be towed at owner's expense.
4. The County will work to access grant funds to pay for development of EV charging facilities. Direct County expense is to be minimized, but direct County expense is not prohibited by this policy. County funds may be used for grant matching and site development costs, as approved by the Board of County Commissioners.
5. At a minimum, the County will charge for electricity at an EV charging station at a rate equivalent to the cost of electricity paid by the County.
  - A. The County may charge an administrative overhead fee but should avoid discouraging use through excessively high fees.
  - B. The fee structure will be communicated by facility management and may vary based on usage and duration.
  - C. The County prioritizes third-party ownership of EV charging facilities over those owned and managed by the County. Under this policy the third-party determines the cost of energy.



6. Vehicles must be charging while occupying a designated EV parking spot. During normal business hours, electric vehicles must be moved from the spots once charging is complete. Electric vehicles not being charged may be towed at owner's expense after one hour of overstay. Third-party owners/managers of EV chargers, and/or the County, may charge surplus fees or penalties for overstaying in a parking space.
7. Overnight charging of vehicles will be limited to County vehicles.
8. Publicly accessible charging stations are available on a first-come first-serve basis. Any electric vehicle may utilize stations as available.
9. The County Director of Facilities may limit EV charging stations on publicly accessible sites to use by "County vehicles only" as needed for fleet services.

## **DEFINITIONS**

Electric Vehicles (EV) means vehicles offering external electrical charging capability, including plug-in electric vehicles (PEVs) and plug-in hybrid electric vehicles (PHEVs).

Public Service Site means a County owned or operated building where members of the public come to receive services from County employees.

## **SOURCES**

RCW 43.01.250 Electric vehicles – State purchase of power at state office locations – Report.

RCW 43.19.648 Publicly owned vehicles, vessels, and construction equipment – Fuel usage – Advisory committee – Tires.

RCW 46.08.185 Electric vehicle charging stations – Signage – Penalty.

DES: Enterprise-Wide Transportation Policy WSDOT: WSDOT EV Policies, Fleet, and Infrastructure

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF ISLAND COUNTY, WASHINGTON**

**IN THE MATTER OF ISLAND COUNTY )  
ADOPTING ELECTRIC VEHICLE )  
CHARGING FACILITY OPERATION )  
AND DEVELOPMENT STANDARDS )  
\_\_\_\_\_ )**

**RESOLUTION NO. C-XX-24**

***WHEREAS***, Island County supports the use of electric vehicles as a climate change mitigation strategy; and

***WHEREAS***, the islands have a small number of publicly-accessible electric vehicle charging facilities, and the County seeks to increase availability of electric vehicle charging facilities;

***WHEREAS***, electric vehicle charging facilities are necessary to support the use of electric vehicle as part of the County fleet; and

***NOW, THEREFORE, BE IT HEREBY RESOLVED*** that the Board of Island County Commissioners adopts the Island County Electric Vehicle Charging Policy.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

**BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON**

\_\_\_\_\_  
Jill Johnson, Chair

\_\_\_\_\_  
Melanie Bacon, Member

\_\_\_\_\_  
Janet St. Clair, Member

**ATTEST:**

\_\_\_\_\_  
Jennifer Roll, Clerk of the Board



**ISLAND COUNTY PLANNING & COMMUNITY DEV.**

**WORK SESSION AGENDA**

**MEETING DATE: 12/4/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Jonathan Lange, Director**

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**Amount of time requested for agenda discussion. 60 minutes**

**DIVISION: Long Range Planning**

**Agenda Item No.: 1**

**Subject: 2025 Comprehensive Plan – Scoping Updates & Prioritization**

**Description:** Long Range Planning staff will review statutory requirements for the 2025 Comprehensive Plan Periodic Update. Staff will lead the discussion on work that is required versus optional. The Board will review staff recommendations and discuss priorities for the 2025 Comprehensive Plan Periodic Update.

**Attachment: PowerPoint**

**Request:** *(Check boxes that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Move to Consent               | <input type="checkbox"/> Move to Regular           |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request             | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable





# **2025 Comprehensive Plan – Scoping Updates & Prioritization**

**Long Range Planning  
December 4, 2024**

# Agenda

1. Review statutory requirements for Comprehensive Plan Periodic Update
2. Consider required vs. optional work
3. Prioritization discussion

# Reminders: Why We Do Periodic Updates

- The Growth Management Act requires periodic updates every ten years.
- Updates are made to reflect changes in state law, changes in land use, and changes to population, housing, and employment projections.
- Updates are a chance to reflect new values and priorities.



# Guidance from Commerce on Updates

- Our duty during a Periodic Update is to review the entirety of the Comprehensive Plan and assess where updates are needed to meet new state requirements.
- We are not required to update every element, but we must review all elements to consider updates needed.
- This is called “scoping” and is what staff have spent the better part of 2024 doing with the Board and the Planning Commission.

# Staff Findings from Scoping

- The state mandated updates for this Periodic Update are a huge lift.
- The Planning Commission, Board, and the public have expressed desires for many optional updates to reflect changes in priorities and values.
- With limited staff time and resources, to meet the deadline we must be focused and prioritize effectively.

# Required Updates vs. Optional Updates

## State Mandates/Required Updates:

- Climate Sub Element
- Land Use Element & UGA changes
- Housing Element updates to comply with HB 1220 and other new regs
- Capital Facilities Element
- Zoning code changes to support housing/density changes

## Optional Updates:

- Clinton Sub Area Plan
- Freeland Sub Area Plan
- Historic Element
- Shoreline Element
- Natural Resources Element
- Economic Element
- Airport policies
- Short Term Rental regulations
- 5G updates

*Note: Parks and Transportation elements led by Public Works are not included above.*



# Considerations for Prioritizing

- Prioritizing doesn't mean items never get completed.
- Comp Plan Amendments can happen once a year.
- Development Regulation updates can happen as needed.
- Optional updates that are not completed with the Periodic Update can be docketed in future years.

# Staff Recommendations

Element/Policies	Recommendation	Explanation
Clinton Sub Area Plan	Include	Already funded and led by consultant
Freeland Sub Area Plan	No Updates	Minor code updates and Capital Facilities Element updates to reflect changes needed to support housing
Historic Element	No Updates	Consider in future years through docket if desired
Shoreline Element	No Updates	Climate Element will address policies for sea level rise and other climate related impacts; SMP due again in 2030
Natural Resources Element	Include	Consider updates discussed during scoping, and consider recommendations brought forward by CBOs; no other major updates
Economic Element	Include	Use CEDS as basis for element
Airport Policies	No Updates	Consider in future years through docket if desired
Short Term Rentals	Include	Goal & Policies in Land Use or Housing Elements, and docket any development regulations in future year
5G Updates	No Updates	Consider in future years through docket if desired



# Questions?

Long Range Planning

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