

FY2024 Adopted Budget

EXPLORE OUR BUDGET

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Financial Management Policies

2024 Adopted Budget

Financial Management Policies for the City of Mount Vernon

Introduction and Purpose

Sound financial stewardship and prudent use of public funds are the primary responsibilities given to the officials and managers of the City of Mount Vernon. Having been entrusted with this responsibility by our citizens, the establishment and maintenance of wise fiscal policies enable City officials to protect public interests and ensure public trust. The City is committed to the highest standards of responsible financial management. The City, including the City Council, Mayor and staff will work together to ensure that all financial matters of the City are addressed with care, integrity, and in the best interest of the City.

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

The policies contained in this document are designed to:

- Protect the assets of the City;
- Ensure the maintenance of open and accurate records of the City's financial activities;
- Provide a framework of operating standards and behavioral expectations;
- Ensure compliance with federal, state, and local legal and reporting requirements;
- Provide a means for the City Council to update and monitor these policies with the assistance and cooperation of the Mayor and Finance Director.

These policies will be reviewed annually during the budget cycle.

Revenue Policies

Current revenues will be sufficient to support current expenditures.

Revenue estimates should be calculated using an objective, analytical process, and will be neither overly optimistic nor overly conservative.

Revenue forecasts will be performed utilizing accepted analytical techniques and shall assess the full spectrum of resources available to finance City programs and services.

Should economic downturns develop which could result in revenue shortfalls or fewer available resources, the City will evaluate and, if deemed necessary, will make appropriate adjustments to its budget.

The City shall consider the diversification of revenue as a strategy when developing its financial plans, and to the extent possible, a diversified and stable revenue system will be maintained to shelter public services from short-run fluctuations in any one revenue source.

The City will establish all user fees and charges at a level sufficient to cover the entire cost of service delivery (such as in "Enterprise Funds"), or that percentage of total service cost deemed appropriate by the City. All fees for services shall be reviewed and adjusted (where necessary) periodically to take into account the effects of additional service costs and inflation.

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

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

Grant Revenues

All potential grants shall be carefully examined for matching requirements. Some grants may not be accepted if the local matching funds cannot be justified.

Grant applications to fund new service programs with state or federal funds will be reviewed by the City, as they become available, with due consideration being given to whether locally generated revenues will be required to support these programs when outside funding is no longer available.

Enterprise Revenues

To ensure that the enterprise funds remain self-supporting, user fees and rate structures will be incorporated to support the total direct and indirect costs of operations, capital facilities maintenance, debt service, and replacement of depreciable assets.

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

Expenditure Policies

Expenditures approved by the City Council in the annual budget define the City's spending limits for the upcoming year. Beyond legal requirements, the City will maintain an operating philosophy of cost control and responsible financial management.

Emphasis is placed on improving individual and work group productivity, such as increased utilization of technology, equipment, personnel, and prudent business methods. The City will hire additional personnel only after the need for a new employee is substantiated and documented.

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

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

Organizations that are not part of the City, but which receive funding from the City, shall not have their appropriation carried forward from year to year unless expressly authorized and directed by City Council. The annual review should ensure support is in conformance with City objectives and reauthorization of funding is required.

The budget is the official document to determine authorized positions (FTE's).

Department heads are responsible for ensuring departmental expenditures under their control are in accordance with City Council's authorized expenditure authorization.

Personnel

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

Maintenance and Replacement

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

Indirect Cost Allocation

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

Reserve Policies

General

Adequate fund balance and reserve levels are a necessary component of the City's overall financial management of the City's financial strength.

Maintenance of fund balance for each accounting fund assures adequate resources for cash flow and to mitigate short-term effects of revenue shortages.

Government Operating Funds

The City shall maintain a target reserve in the General Fund of 15% of the total operating budget, excluding identified one-time revenues.

The City shall maintain reserves in other Governmental Operating Funds (Streets, Parks & Recreation, and Library) of at least 10% of total operating budget, excluding identified one-time revenues, with a target of 15%.

Equipment Replacement & Reserve Fund

The Equipment Replacement & Reserve Fund is utilized to set aside the necessary resources to finance scheduled vehicle and equipment replacement for the operational needs of the City. For each listed piece of equipment, a schedule will be made outlining the projected future cost of replacement, and a listing of the current contributions made towards replacement. Funds or departments that participate will make regularly scheduled payments to ensure that adequate replacement funds are available.

Funds will not be withdrawn from the Equipment Replacement & Reserve Fund for other operating purposes unless a corresponding reduction in the equipment listing is made by the department requesting the withdrawal.

Other Funds

Reserve balances of other funds shall be set through the budget process in an amount consistent with the purpose and nature of the fund.

Debt Management Policies

The City will establish a formal Debt Management Policy which will be adopted by City Council and reviewed annually through the budget process.

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

The City will not use short-term borrowing to finance current operating needs without full financial analysis and prior approval of the City Council.

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

An analytical review shall be conducted prior to the issuance of debt.

City Council approval is required prior to the issuance of debt.

The City will continually strive to maintain and improve its bond rating by enhancing and monitoring financial policies, budget forecasts and the financial health of the City so its borrowing costs are minimized and its access to credit is preserved.

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

Long-term borrowing will only be used for capital improvements that cannot be financed from current revenues.

The City's policy is to plan and direct the use of debt so that debt service payments will be a predictable and manageable part of the operating budget.

General Obligation Bond Policy

Every project proposed for financing through general obligation debt should be accompanied by a full analysis of the future operating and maintenance costs associated with the project.

The issuance of bonds shall be financed for a period not to exceed a conservative estimate of the asset's useful life.

Limited Tax General Obligation (LTGO) bonds will be issued only if:

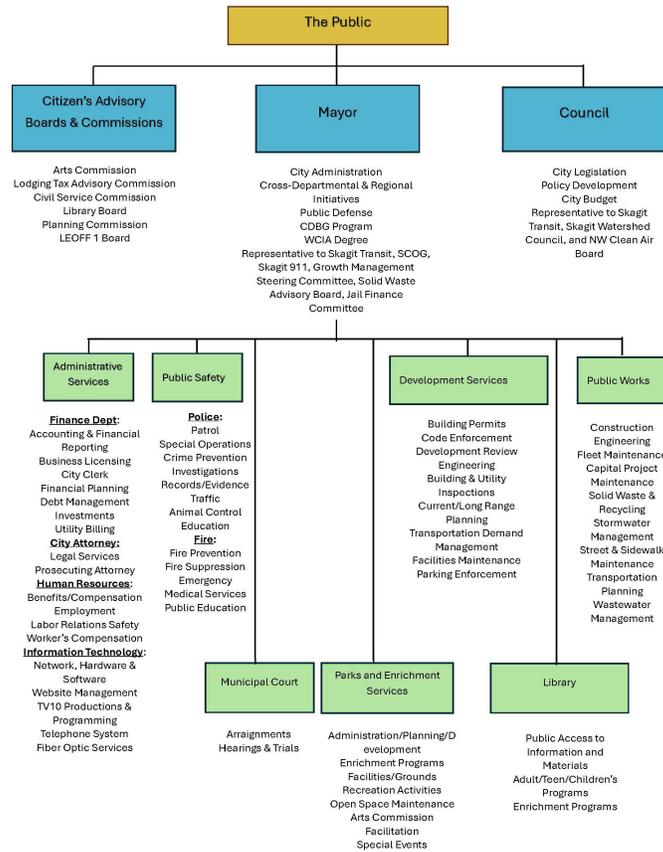
- A project requires funding not available from alternative sources;
- Matching fund monies are available which may be lost if not applied for in a timely manner; or
- Catastrophic or emergency conditions exist.



City Organizational Structure

2024 Adopted Budget

City of Mount Vernon Organizational Structure



Elected Officials

2024 Adopted Budget

Meet Your 2024 Elected Officials

The City of Mount Vernon is a code city Mayor/Council form of government. The Councilmembers are elected to four year terms. City Council exercises the legislative power of the City and determines matters of policy. The City Council is comprised of two members from each of the three wards within the city, and one that represents the city at-large.

Mayor Peter Donovan

Mayor Donovan began his first term on January 1, 2024. Prior to becoming mayor, Peter served the residents of Mount Vernon for seven years in the Mayor's Office. He is committed to ensuring that local city government is efficient, accessible, dignified, and inclusive.

A lifelong resident of Skagit County, Mayor Donovan loves what the city of Mount Vernon has to offer its residents and visitors. He and his wife have enjoyed raising their four children here; and he hopes to put the city on track to be a place where his children can afford to return, if they choose, to start their own families, afford their first home, and launch their own careers.

Known for his collaborative approach to leadership, he continues to develop and strengthen ties to other government entities and local agencies—to provide Mount Vernon with the best opportunity to thrive, for generations to come.

The City of Mount Vernon is a code city and a Mayor/Council form of government. The Mayor is the chief executive and administrative officer for the City of Mount Vernon and oversees and manages all operations including: Finance, City Attorney, Information Services, Human Resources, Development Services, Library, Public Works, Parks and Enrichment Services, Police and Fire Department. This includes a City staff of 255 full time employees, 56 part time/seasonal employees, and a total City budget of \$141 million.

Mayor Donovan holds a Bachelor's Degree in Communications/Public Relations from Washington State University; and a Master's Degree in Business Administration.





Councilmember

Navor Tercero

Ward 1

Term: 1/2024 - 12/2027



Councilmember

Iris Carias

Ward 1

Term: 1/2022 - 12/2025



Councilmember

Andrew Vander Stoep

Ward 2

Term: 1/2024 - 12/2027



Councilmember

Gary Molenaar

Ward 2

Term: 1/2022 - 12/2025



Councilmember

Melissa Beaton

Ward 3

Term: 1/2022 - 12/2025



Councilmember

Mary Hudson

Ward 3

Term: 1/2024 - 12/2027



Councilmember

Richard Brocksmith

Council at Large

Term: 1/2022 - 12/2025

Mount Vernon City Council meetings are open to the public and are held on the second and fourth Wednesdays of each month. In addition, Council holds Study Sessions on the first and third Wednesdays to discuss items of importance to the City.

Mission Statement

We provide professional, efficient services to create a lifetime positive difference for our community.

Vision Statement

Mount Vernon is a city that is characterized by a "hometown" atmosphere, where residents and government work together in a trusting environment.

We encourage personal and economic vitality and pride in our accomplishments.

We promote cooperation with our neighbors to create a greater community that is a preferred place to live, work, and play.



Budget Overview

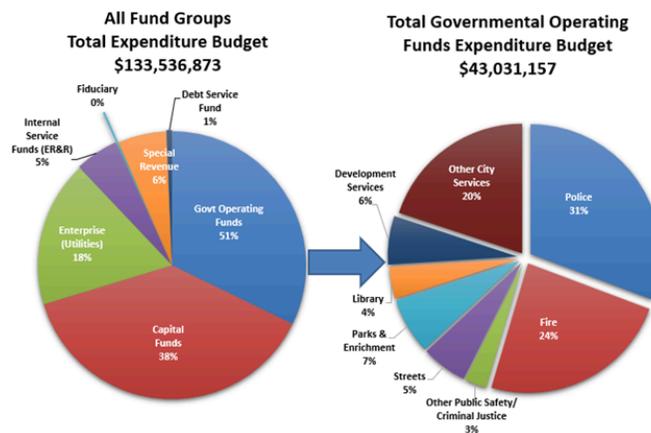
2024 Adopted Budget

Financial Overview

Total City

The City's Operating budget is comprised of 42 separate funds. The Governmental Operating funds are the General Fund, Street Department Fund, Parks and Enrichment Services Fund, and Library Fund. Additionally, the City has Special Revenue Funds, Debt Service Funds, Capital Project Funds, Managerial Funds, and Proprietary Funds (including Enterprise-Utility and Internal Services Funds). Each of these funds has a unique purpose. The budgets fund day-to-day expenditures for a variety of services such as police and fire protection, street maintenance, parks, library, debt service, support services, street maintenance, sewer treatment, surface water runoff control as well as garbage and recycling services. These basic services are funded by user fees, taxes, permits, grants, state-shared revenues, and other charges. The budget can vary greatly from year to year depending on construction projects and equipment replacement schedules. The total expenditure budget for these funds decreased by \$7,988,560 or 5.6% between 2023 and 2024.

The total City revenue budget, excluding beginning fund balances that were budgeted, decreased \$9,545,767 from \$123.47 million in 2023 to \$113.93 million in 2024. More detail on this can be found on the following pages.

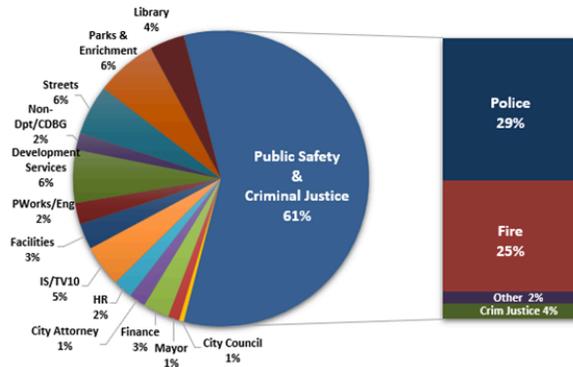


Public Safety & Criminal Justice Components

2024 Operating Budget

Comparison of Public Safety & Criminal Justice Components Other Governmental Operating Funds by Function

Public Safety and Criminal Justice Components Compared to all Governmental Operating Funds by Function
2024 Budget \$43,031,157



Summary of Public Safety & Criminal Justice Budget	Amount
Police Department	13,218,120
Fire Department	10,266,050
Other Public Safety:	
Police/Fire LEOFF 1 retirees medical	127,000
LEOFF 1 retirees LT care reserve	10,000
Police and Fire general facilities	266,600
Skagit County Dept of Emergency Mgmt	44,714
Skagit 911 Dispatch	742,735
	<u>1,191,049</u>
Criminal Justice:	
Municipal Court	632,600
Public Defense	500,000
Prosecution	266,449
	<u>1,399,049</u>
Total Public Safety and Criminal Justice Budgets	26,074,268



Fund Summaries and Descriptions

2024 Operating Budget

Governmental Operating Funds

Governmental funds are used to account for most of the City's basic services, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. The Governmental Operating Funds 2024 budget is \$43,031,157 and includes:

- The General Fund, including
 - [City Council](#)
 - [Municipal Court](#)
 - [Mayor](#)
 - [Finance](#)
 - [City Attorney](#)
 - [Human Resources](#)
 - [General Facilities](#)
 - [Police Department](#)
 - [Fire Department](#)
 - [Public Works/Engineering](#)
 - [Development Services](#)
 - [TV 10 – Public Access Cable](#)
 - [CDBG Entitlement Grant](#)
 - [Information Services](#)
 - [Non-Departmental](#)
- [Street Department Fund](#)
- [Parks and Enrichment Services Fund](#)
- [Library Fund](#)

Special Revenue Funds

The City has sixteen Special Revenue Funds which account for proceeds of revenue sources that are restricted for specific expenditure purposes. These funds are related to General Government operations. Items of note include:

- The Hotel/ Motel tax fund will make \$432,650 in grants available to support and promote tourism within the City – this has increased from \$380,815 from 2023.
 - The Transportation (TBD) Fund has a \$2.48 million budget for 2024 to support transportation projects. This fund will support the City's annual overlay program.
 - The Parks Special Revenue Funds have budgets of \$489,921 for projects in our parks system including continued funding for Edgewater Park improvements, playground development replacement and upgrades and park signs.
-

- The Arterial Street Fund has a budget of \$1.98 million to fund various projects like the Riverside Drive improvement project, 30th Street improvements, and 15th Street sidewalk improvements.
- The Affordable Housing Sales & Use Tax fund, and the Affordable and Supportive Housing fund have a total of \$730,234 in the 2024 budget to help support affordable housing and behavioral health-related issues.

Debt Service Funds

The City has budgeted \$876,747 in the LTGO Fire Bond debt service fund to pay the interest and principal for the funding of the Fire Station #2 and #3 remodel projects.

The City does pay debt service amounts for the Wastewater Treatment Plant upgrade, but these amounts are included in the Utilities operating budgets and are not a separate debt service fund.

Capital Project Funds

In this section, you can go into further detail. Make your content more accessible by writing short sentences, choosing words and phrases you'd use when talking to a neighbor, and avoiding jargon.

The overall budgeting for capital projects and vehicle purchases included in the 2024 budget are:

Capital Projects and Vehicles/Equipment

	2023 Final Budget	2024 Budget	2023 to 2024 Change	2023 to 2024 % Change
Equipment Replacements	5,173,090	10,968,404	5,795,314	112.0%
General Facilities	51,320,686	38,558,750	(12,761,936)	-24.9%
Transportation	7,622,131	5,357,000	(2,265,131)	-29.7%
Parks	386,712	436,921	50,209	13.0%
Wastewater	3,786,000	5,082,000	1,296,000	34.2%
Solid Waste	120,000	120,000	0	0.0%
Surface Water	630,000	1,257,875	627,875	99.7%
Total	69,038,619	61,780,950	(7,257,669)	-10.5%

Fiduciary Funds

Fiduciary funds account for assets held by the City in a trustee capacity for other governments, private organizations, or individuals. These funds include the Developer Deposits fund, Court Assessment & Bail fund, the Miscellaneous Suspense fund, and the Mount Vernon School Impact Fees fund. The 2024 total budget for these funds is \$317,500.

Proprietary Funds

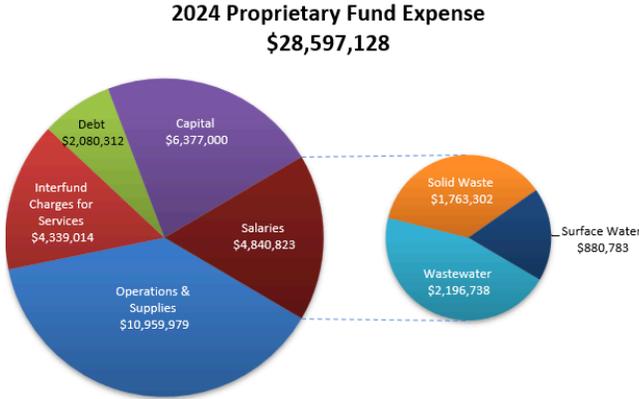
The City has three enterprise funds and two capital sub-funds that are self-supporting and expected to operate like private businesses. The City also has two internal service funds that provide vehicle maintenance and repairs and maintenance for the City's fleet and buildings. Items of note include:

- The Wastewater Utility budget increased by \$1,541,362 as compared to the 2023 budget. This increase is due mainly to increased professional services contracts, liability insurance premiums, excise and B&O taxes, as well as contributions to the Equipment Rental and Reserve fund.
- The Solid Waste Utility budget increased by \$432,270 as compared to 2023. This increase is due mainly to increased costs from Skagit County for solid waste disposal fees, as well as increases in taxes and liability insurance.

- The Surface Water Utility budget increased by \$1,155,481 which includes increases to salary and benefits, capital expenditures and \$400,000 for a drainage study.
- The two Wastewater Utility capital sub-funds have \$5.0 million budgeted for 2024 Wastewater projects.
- The Equipment Rental and Reserve Fund will purchase (replace) 28 vehicles/equipment per the equipment replacement schedule. Many of these items were carried forward from 2023 due to manufacturing backlogs and unavailability. This fund is also used to accumulate funds to purchase servers, computers and workstations.
- The Facility Renewal Fund was created to provide for the maintenance of City owned buildings. It funds the long term Facility Renewal Program that includes the 6-Year Facility Capital Improvement Program, in-year Facility Renewal Project Development & Management, and addresses emergent Facility Renewal activities. The 2024 budget includes \$644,000 for facility improvements and repairs and maintenance. Expenditures are financed by an annual transfer from other funds including the General Fund and the Lincoln Commercial Block Fund.

The Utility departments strive to preserve essential services for their customers and maintain regulatory compliance, while minimizing the cost of service.

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Citywide Budget Summary:

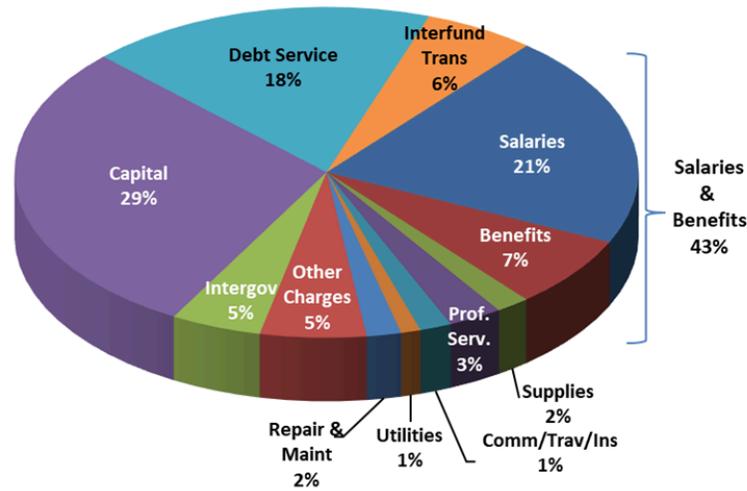
3 Year Comparison

Fund/ Dept No.	Fund / Department	2022 Budget	2023 Budget	2024 Budget	2023-2024 Budget Difference	2023-2024 % Change
001	GENERAL FUND					
01	City Council	236,732	289,333	245,230	(44,103)	-15.2%
02	Municipal Court	571,819	544,780	632,600	87,820	16.1%
03	Mayor	484,875	631,433	553,311	(78,122)	-12.4%
04	Finance	1,025,452	1,244,601	1,282,752	38,151	3.1%
05	City Attorney	671,404	766,447	810,706	44,259	5.8%
06	Human Resources	729,119	749,717	959,198	209,481	27.9%
07	General Facilities	839,146	1,102,979	1,273,363	170,384	15.4%
08	Police Department	11,632,687	12,878,917	13,218,120	339,203	2.6%
09	Fire Department	9,358,337	9,824,089	10,266,050	441,961	4.5%
11	Public Works/Engineering	937,921	1,060,635	1,049,240	(11,395)	-1.1%
12	Development Services	2,313,496	2,512,871	2,605,685	92,814	3.7%
18	TV 10 - Public Access Cable	221,128	222,237	248,410	26,173	11.8%
97	CDBG Entitlement Grant	668,000	565,880	355,000	(210,880)	-37.3%
98	Information Services	1,126,138	1,286,746	1,799,559	512,813	39.9%
99	Non-Departmental	2,613,157	585,352	560,113	(25,239)	-4.3%
	Subtotal - General Fund	33,429,411	34,266,017	35,859,337	1,593,320	4.65%
	SPECIAL REVENUE FUNDS					
101	City Street Fund	2,196,085	2,645,829	2,453,431	(192,398)	-7.3%
103	Parks and Recreation Fund	2,424,606	2,654,845	3,001,202	346,357	13.0%
104	Library Fund	1,601,361	1,646,427	1,717,187	70,760	4.3%
102	Arterial Street Fund	2,226,169	2,037,819	1,978,000	(59,819)	-2.9%
105	Paths and Trails Fund	-	20,000	53,000	33,000	0.0%
106	Tourism Promotion Fund	319,200	380,815	432,650	51,835	13.6%
107	Little Mountain Improvements Reserve	40,000	30,000	89,271	59,271	197.6%
109	Crime Prevention Fund	12,400	10,400	8,600	(1,800)	-17.3%
110	Government Access Fund	88,975	91,000	307,500	216,500	237.9%
112	Criminal Justice Assistance Fund	228,000	63,000	63,000	-	0.0%
113	Municipal Arts Fund	-	-	6,500	6,500	N/A
115	Parks Capital Improvements Reserve	429,862	280,362	347,650	67,288	24.0%
117	TBD Fund	2,041,181	3,409,962	2,475,000	(934,962)	-27.4%
118	Fiber Optic Fund	306,323	416,307	555,231	138,924	33.4%
119	Critical Areas Enhancement Fund	30,000	30,000	30,000	-	0.0%
120	Lincoln Commercial Properties Fund	148,400	48,400	49,000	600	1.2%
121	American Rescue Plan Act Fund (ARPA)	1,799,155	5,043,461	731,241	(4,312,220)	-85.5%
122	Affordable & Supportive Housing Fund	5,000	-	65,029	65,029	N/A
123	Afford Housing sales & Use Tax Fund	-	246,191	665,205	419,014	170.2%
	Subtotal - Special Revenue Funds	13,896,717	19,054,818	15,028,697	-4,026,121	-21.1%
	DEBT SERVICE FUNDS					
210	LTGO Fire Bond	-	877,014	876,747	(267)	0.0%
	Subtotal - Debt Service Funds	-	877,014	876,747	(267)	0.0%
	CAPITAL PROJECTS FUNDS					
301	Library/Comm. Center/Parking	1,697,961	50,000,000	37,030,000	(12,970,000)	-25.9%
304	Capital Improvement Fund - REET I	950,750	1,095,750	545,750	(550,000)	-50.2%
306	Fire Station Projects Capital Fund	1,400,000	5,173,090	7,052,823	1,879,733	36.3%
311	Parks Impact Fees	110,000	15,000	-	(15,000)	0.0%
312	Fire Impact Fees	49,000	49,000	290,000	241,000	491.8%
313	Transportation Impact Fees	172,249	220,000	71,000	(149,000)	0.0%
314	REET II - Streets Fund	976,000	1,271,000	833,000	(438,000)	-34.5%
	Subtotal - Capital Projects Funds	5,355,960	57,823,840	45,822,573	(12,001,267)	-20.8%
	ENTERPRISE FUNDS (UTILITIES)					
401	Wastewater Utility Fund	9,840,318	10,588,899	12,130,261	1,541,362	14.6%
402	Solid Waste Utility Fund	6,454,278	6,448,761	6,881,031	432,270	6.7%
403	Sanitary Sewer Utility Fund	2,662,641	3,410,355	4,565,836	1,155,481	33.9%
411	Sewer Facility Expansion Fund	489,500	1,780,000	2,270,000	490,000	27.5%
412	Sewer Capital Reserve	1,662,500	1,950,000	2,750,000	800,000	41.0%
	Subtotal - Enterprise Funds	21,109,237	24,178,015	28,597,128	4,419,113	18.3%
	INTERNAL SERVICE FUNDS					
501	Equipment Rental Fund	2,169,298	4,430,729	6,300,891	1,870,162	42.2%
502	Facility Renewal Fund	300,000.00	100,000	644,000	544,000	544.0%
512	Leffell Long-term Healthcare Reserve	40,000	40,000	40,000	-	0.0%
	Subtotal - Internal Service Funds	2,509,298	4,570,729	6,984,891	2,414,162	52.8%
	FIDUCIARY FUNDS					
611	Firemen's Pension and Relief Fund	99,000	84,000	50,000	(34,000)	-40.5%
600	Managerial Funds	671,000	671,000	317,500	(353,500)	0.0%
	Subtotal - Fiduciary Funds	770,000	755,000	367,500	-387,500	-51.3%
	TOTAL BUDGET - ALL FUNDS	77,070,623	141,525,433	133,536,873	-7,988,560	-5.6%

Expenditures by Category: 3 Year Comparison

Expenditure Category	2022 Budget	2023 Budget	2024 Budget	2023 to 2024 Change	2023 to 2024 % Change
Salaries & Wages	22,457,794	25,144,537	26,690,506	1,545,969	6.1%
Overtime	1,052,200	1,091,750	1,138,500	46,750	4.3%
Personnel Benefits	9,065,533	9,321,108	9,339,933	18,825	0.2%
Supplies	1,903,314	2,266,786	2,334,549	67,763	3.0%
Professional & Other Services	4,630,707	2,833,520	3,740,761	907,241	32.0%
Communication	250,592	251,200	273,030	21,830	8.7%
Training & Travel	353,997	384,521	377,423	(7,098)	-1.8%
Insurance	753,513	852,197	1,540,828	688,631	80.8%
Utilities	1,052,200	1,038,000	1,365,779	327,779	31.6%
Repair & Maintenance	1,660,077	1,703,699	2,384,920	681,221	40.0%
Other Services & Charges	5,811,926	6,715,409	7,335,721	620,312	9.2%
Intergovernmental	6,229,148	6,251,047	6,273,363	22,316	0.4%
Capital	11,242,242	68,955,693	38,957,878	(29,997,815)	-43.5%
Debt Service	2,313,894	3,018,395	24,070,829	21,052,434	697.5%
Interfund Transfers	8,293,486	11,697,571	7,712,853	(3,984,718)	-34.1%
Budgeted Totals	77,070,623	141,525,433	133,536,873	(7,988,560)	-5.6%
Ending Fund Balance	-	-	-	-	-
Total	77,070,623	141,525,433	133,536,873	(7,988,560)	-5.6%

2024 Expenditures by Category All Funds
\$133,536,873



Expenditures by Fund: All City Funds

2024 Adopted Budget

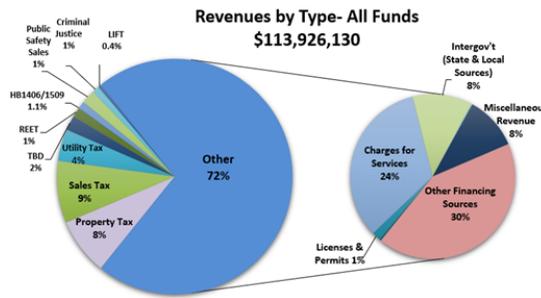
Fund/Department	Salaries	Benefits	Supplies	Charges for Service	Interpol Services	Capital Outlay	Debt Service	Interfund Transfers	Total
City Council	100,800	8,112	7,500	52,052	63,304	-	-	-	231,768
Municipal Court	-	50	5,000	144,350	425,597	-	-	-	574,997
Mayor	293,880	109,557	5,000	14,530	38,842	-	-	-	461,809
Finance	625,282	227,296	7,000	114,723	-	-	-	-	974,301
City Attorney	453,194	177,771	23,800	42,850	-	-	-	-	697,405
Human Resources	197,889	425,062	2,700	115,407	-	-	-	10,000	750,858
General Facilities	107,994	53,561	60,100	604,847	-	5,100	-	-	831,602
Police	6,101,181	2,245,700	162,673	1,016,363	1,422,795	26,184	-	-	10,975,676
Fire	5,896,724	2,009,041	311,100	459,940	-	-	-	-	8,676,805
P. Works/Engineering	619,991	239,709	8,600	68,694	-	-	-	-	937,394
Development Services	1,180,621	472,354	17,000	503,478	-	-	-	-	2,173,853
TV 10	168,647	96,453	-	5,925	-	-	-	-	269,025
CDBG Entitlement Grant	-	-	-	102,000	499,525	-	104,190	-	604,715
Information Services	451,082	191,251	35,200	217,417	-	-	-	-	894,950
Non-Departmental	-	-	-	783,056	794,271	-	-	(885,000)	692,327
Total Current Expense	16,194,105	6,214,916	642,673	4,235,622	3,193,334	51,284	104,190	(875,000)	30,641,154
City Street	784,321	373,358	262,500	960,034	45,000	-	-	3,829	2,409,042
Parks and Enrichment	1,031,269	431,095	119,850	480,738	-	-	65,362	-	2,128,314
Library	604,335	312,740	24,500	89,422	-	177,750	-	30,000	1,438,747
Arterial Street	-	-	-	-	-	2,551,000	-	-	2,551,000
Paths and Trails	-	-	-	-	-	-	-	-	-
Tourism Promotion	-	-	-	217,950	-	-	-	52,000	269,950
Little Min Improvement	-	-	-	-	-	26,000	-	20,000	46,000
Crime Prevention	-	-	11,750	650	-	-	-	-	12,400
Government Access	-	-	3,000	16,219	45,000	-	-	20,000	84,219
Criminal Justice Assistance	-	-	-	-	-	-	-	158,000	158,000
Municipal Arts Fund	-	-	-	-	-	-	-	-	-
Parks Capital Improvements	-	-	-	-	-	30,000	-	65,362	95,362
TBD Fund	-	-	-	100,000	-	1,649,085	-	-	1,749,085
Fire Optics	127,965	47,433	-	71,131	-	60,000	-	20,000	226,529
Critical Areas Enforcement	-	-	5,000	25,000	-	-	-	-	30,000
Lincoln Commercial Bldg	-	-	-	92,000	-	-	-	110,000	202,000
LinCC/Parking Capital Fund	-	-	-	-	-	800,000	-	-	800,000
REET I - Cap Improvements	-	-	-	620	720,000	40,000	115,575	-	876,195
Fire Station Projects	-	-	15,000	913,896	-	-	-	-	928,896
Park Impact Fees	-	-	-	-	-	50,000	-	-	50,000
Fire Impact Fees	-	-	-	-	-	25,000	-	-	25,000
Transportation Impact Fees	-	-	-	-	-	223,000	-	-	223,000
REET II - Streets	-	-	-	-	45,000	-	-	506,000	551,000
Public Works Facility	-	-	-	-	-	-	-	-	-
Wastewater Utility	1,366,557	539,948	228,500	2,991,913	35,000	66,400	2,151,444	2,181,675	5,551,637
Solid Waste Utility	1,016,993	472,377	33,500	2,106,896	2,200,000	90,000	-	612,560	6,532,326
Surfacewater Utility	347,816	159,405	29,600	863,029	-	425,000	-	885,193	2,710,643
Sewer Facility Expansion	-	-	-	12,000	-	600,000	-	315,000	927,000
Sewer Capital Reserve	-	-	-	-	-	1,925,000	-	-	1,925,000
Equipment Rental	239,538	103,873	445,300	257,225	-	1,969,382	-	191,329	3,195,647
Facility Renewal	-	-	-	85,000	-	200,000	-	-	285,000
LEOFF 1 LT Healthcare Res.	-	40,000	-	-	-	-	-	-	40,000
Fireman's Pension	-	15,000	-	12,000	-	-	-	84,000	111,000
Managerial Funds	-	-	-	-	-	-	-	912,000	912,000
Total All Funds	21,882,929	8,710,145	1,821,173	13,531,155	6,283,334	10,327,891	2,436,571	5,882,148	71,175,316



Revenue Summary & Analysis

Revenue Summary by Type: All City Funds

The City of Mount Vernon strives to maintain a diverse and stable revenue base to shelter public services from short term fluctuations in any one revenue source. The following graph depicts the composition of the general government's revenue sources.



Major changes to the 2024 revenue budget compared to 2023 are listed below:

2024 Revenue Summary: Revenue by Type					
Revenue Source	2022 Actual	2023 Budget	2024 Budget	2023 to 2024 Change	2023 to 2024 % Change
Property Tax	8,230,725	8,530,277	8,922,529	392,252	4.6%
Sales Tax	9,613,589	9,200,000	9,700,000	500,000	5.4%
Utility Tax	4,667,218	4,650,000	4,868,777	298,777	6.3%
Transportation Benefit District	2,261,883	2,100,000	2,280,000	180,000	8.6%
Real Estate Excise Tax	1,887,623	1,800,000	1,500,000	(300,000)	-16.7%
Affordable Housing - HB 1406	65,156	65,029	65,029	0	0.0%
Afford Housing Tax - HB 1590	948,244	900,000	1,140,000	240,000	26.7%
Public Safety/Sales Tax	2,098,516	2,000,000	2,158,000	158,000	7.8%
Criminal Justice	1,074,821	1,020,000	1,100,000	80,000	7.8%
LIFT	500,000	500,000	500,000	0	0.0%
Hotel/Motel	295,585	240,000	314,000	74,000	30.8%
Total Taxes	31,645,961	31,045,306	32,664,335	1,619,029	5.2%
Licenses & Permits	1,243,064	1,293,598	1,404,600	110,704	8.5%
Charges for Services	23,891,367	25,217,977	27,065,636	1,847,659	7.3%
Intergov't (State & Local Sources)	6,630,785	19,785,658	9,525,082	(10,260,576)	-51.9%
Fines & Forfeits	154,679	161,200	178,428	17,228	10.7%
Miscellaneous Revenue	3,860,154	9,182,483	8,820,818	(561,665)	-6.1%
Other Financing Sources	6,023,388	36,785,376	34,467,231	(2,318,145)	-6.3%
Budgeted Totals	73,443,798	123,471,896	113,926,130	(9,545,766)	-7.7%
Budgeted Fund Balance	3,291,534	18,053,537	19,610,743	1,557,206	8.6%
Total	76,741,332	141,525,433	133,536,873	-7,988,560	-5.6%

Revenue Estimates by Source: All City Funds

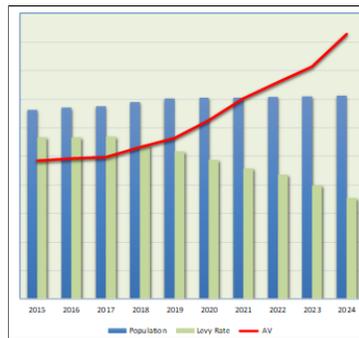
Fund Name	Property Tax	Sales Tax	Other Taxes	License & Permits	Intergovt. Revenue	Charges for Services	Fine & Forfeits	Misc. Revenue	Interfund Transfers	Total
General Fund	5,131,228	9,700,000	8,239,532	1,334,600	2,814,996	5,484,638	174,800	874,955	460,000	34,214,749
City Streets	-	-	-	-	694,717	442,293	-	10,000	1,190,000	2,337,010
Parks & Enrichment	2,220,417	-	-	-	-	260,272	-	358,000	23,000	2,861,689
Library	1,570,884	-	-	-	-	15,225	3,628	33,000	-	1,622,737
Arterial Streets	-	-	-	-	1,978,000	-	-	30,000	-	2,008,000
Paths and Trails	-	-	-	-	3,245	-	-	300	-	3,545
Hotel/Motel Tax	-	-	314,000	-	-	-	-	1,000	-	315,000
Little Mtn Park Impr.	-	-	-	-	-	-	-	81,700	-	81,700
Crime Prevention	-	-	-	-	-	-	-	6,500	-	6,500
Government Access	-	-	-	70,000	-	-	-	-	-	70,000
Criminal Justice Asst.	-	-	-	-	64,571	-	-	-	-	64,571
Municipal Arts	-	-	-	-	-	-	-	6,748	-	6,748
Parks Capital Impr.	-	-	-	-	-	-	-	40,700	95,362	136,062
TBD Fund	-	-	2,280,000	-	-	-	-	7,000	-	2,287,000
Fiber Optics	-	-	-	-	-	329,000	-	10,200	-	339,200
Critical Area Enhance.	-	-	-	-	-	5,000	-	2,500	-	7,500
Lincoln Block	-	-	-	-	-	-	-	74,100	-	74,100
American Rescue Plan Act	-	-	-	-	-	-	-	10,000	-	10,000
Afford & Support Housing	-	-	65,029	-	-	-	-	-	-	65,029
Afford Housing Sales & Use Tax	-	-	1,140,000	-	-	-	-	-	-	1,140,000
LTGO Fire Bond	-	-	-	-	-	-	-	876,747	-	876,747
MV Library Commons	-	-	500,000	-	2,879,727	-	-	5,627,523	1,006,875	35,926,125
Capital Impr. (REET I)	-	-	750,000	-	-	-	-	8,800	-	758,800
Fire Stations Projects	-	-	-	-	1,177,798	-	-	100,801	-	1,278,599
Park Impact Fees	-	-	-	-	-	20,000	-	700	-	20,700
Fire Impact Fees	-	-	-	-	-	35,000	-	100	20,000	55,100
Traffic Impact Fees	-	-	-	-	-	275,000	-	4,000	-	279,000
REET II-Streets	-	-	750,000	-	-	-	-	4,000	-	754,000
Wastewater Utility	-	-	-	-	-	9,947,158	-	218,000	315,000	10,480,158
Solid Waste Utility	-	-	-	-	-	6,820,050	-	13,000	-	6,833,050
Surfacewater Utility	-	-	-	-	130,000	3,432,000	-	7,000	-	3,569,000
Wastewater Connections	-	-	-	-	-	450,000	-	5,000	-	455,000
Sewer Cap. Reserve	-	-	-	-	-	-	-	8,000	1,000,000	1,008,000
Equipment Rental	-	-	-	-	-	-	-	3,307,465	168,772	3,476,237
Facility Renewal	-	-	-	-	-	-	-	1,000	100,000	101,000
LEOFF 1 LT Healthcare Res	-	-	-	-	-	-	-	300	10,000	10,300
Firemen's Pension	-	-	-	-	65,000	-	-	250	-	65,250
Managerial Funds	-	-	-	-	85,000	-	-	242,924	-	327,924
Total All Funds	8,922,529	9,700,000	14,038,561	1,404,600	35,805,054	27,515,636	178,428	11,088,818	5,272,504	113,926,130

Tax Revenue

The City's two largest sources of tax revenue are property tax and sales tax.

Property tax increases are limited to an allowable 1% annual growth in Washington State. The charts below summarize the correlation between population, assessed value, and the levy rate.

Year	Population	Levy Rate	Assessed Value	Total Levy
2015	33,530	\$2.847	2,482,135,352	7,066,195
2016	33,730	\$2.694	2,664,071,469	7,177,901
2017	34,500	\$2.581	2,825,137,879	7,291,559
2018	35,180	\$2.432	3,126,145,191	7,778,774
2019	35,250	\$2.224	3,511,928,547	7,810,740
2020	35,300	\$2.106	3,798,837,221	7,999,977
2021	35,390	\$1.991	4,073,354,832	8,110,167
2022	35,500	\$1.773	4,634,225,374	8,215,714
2023	35,590	\$1.563	5,457,245,121	8,530,277
2024	35,600	\$1.562	5,713,302,967	8,922,529



The chart below breaks out sales tax into major categories and shows variances in activity between 2021 and 2023. The largest percentage of receipts is in the Retail category.

NAICS Code Table	2021		2022		2023	
	TOTAL	% of Total Revenue	TOTAL	% of Total Revenue	TOTAL	% of Total Revenue
Agriculture, Forestry, Fishing and Hunting	\$ 7,363	0.0%	\$ 5,217	0.0%	\$ 9,488	0.1%
Mining, Quarrying, and Oil and Gas Extraction	270	0.0%	1,551	0.0%	1,988	0.0%
Utilities	1,680	0.0%	1,658	0.0%	1,788	0.0%
Construction	959,384	10.4%	1,162,738	12.2%	1,312,070	13.4%
Manufacturing	347,469	3.7%	316,981	3.3%	196,148	1.9%
Wholesale Trade	441,885	4.7%	738,127	7.7%	710,148	7.2%
Retail Trade (See Further Breakdown Below)	4,871,821	52.3%	4,963,474	51.9%	4,940,872	49.7%
Transportation and Warehousing	64,707	0.7%	71,148	0.7%	81,449	0.8%
Information	283,973	3.0%	297,771	3.1%	321,381	3.2%
Finance and Insurance	54,771	0.6%	58,951	0.6%	65,958	0.7%
Real Estate and Rental and Leasing	773,877	8.2%	792,740	8.2%	413,479	4.1%
Professional, Scientific, and Technical Services	213,456	2.3%	210,882	2.2%	200,424	2.0%
Management of Companies and Enterprises	26	0.0%	196	0.0%	238	0.0%
Administrative and Support and Waste Management and Remediation	288,148	3.1%	326,391	3.4%	348,303	3.5%
Educational Services	10,261	0.1%	22,202	0.2%	29,328	0.3%
Health Care and Social Assistance	82,868	0.9%	101,209	1.0%	107,298	1.1%
Arts, Entertainment, and Recreation	27,366	0.3%	43,229	0.4%	53,222	0.5%
Accommodation and Food Services	871,668	9.2%	750,958	7.8%	836,778	8.4%
Other Services (except Public Administration)	280,758	3.0%	262,962	2.7%	307,498	3.1%
Public Administration	9,386	0.1%	15,360	0.2%	9,332	0.1%
	\$ 8,805,789	100.0%	\$ 9,554,938	100.0%	\$ 9,942,533	100.0%

NAICS Code: 44-45 Retail Trade	2021		2022		2023	
	TOTAL	% of Total Revenue	TOTAL	% of Total Revenue	TOTAL	% of Total Revenue
Motor Vehicle and Parts Dealers	\$ 1,787,764	20.2%	\$ 1,723,141	18.0%	\$ 1,206,338	12.1%
Furniture and Home Furnishings Stores	117,853	1.3%	124,160	1.3%	103,989	1.0%
Electronics and Appliance Stores	210,885	2.4%	214,874	2.2%	212,938	2.1%
Building Material and Garden Equipment and Supplies Dealers	982,208	11.1%	982,010	10.3%	530,171	5.3%
Food and Beverage Stores	211,170	2.4%	347,142	3.6%	378,888	3.8%
Health and Personal Care Stores	441,304	5.0%	128,543	1.4%	189,132	1.9%
Grocery Stores	315,988	3.6%	118,384	1.2%	107,788	1.1%
Clothing and Clothing Accessories Stores	83,061	0.9%	83,773	0.9%	86,783	0.9%
Sporting Goods, Hobby, Musical Instrument, and Book Stores	118,892	1.3%	119,069	1.2%	120,139	1.2%
General Merchandise Stores	647,750	7.3%	654,701	6.9%	608,144	6.1%
Miscellaneous Store Retailers	867,324	9.8%	806,717	8.4%	876,148	8.8%
Nonstore Retailers	138,404	1.6%	140,799	1.5%	139,777	1.4%
	\$ 4,871,821	55.3%	\$ 4,963,474	51.9%	\$ 4,940,872	49.7%

Fund Balance Reconciliation

Fund Year No.	City Fund	Fund Balance		Estimate		Est Fund Bal		Budget		Est. Balance		Fund Bal
		Dec 31, 2022		2023		Dec 31, 2023		2024		2024		In 2024
		Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	
001	General Fund	9,163,024	34,189,342	33,841,863	9,888,503	34,214,749	35,859,337	8,044,915	1,644,968			
101	City Street	865,705	2,199,461	2,496,528	588,636	2,337,010	2,453,431	472,217	116,421			
103	Parks/Recreation	663,722	2,155,296	2,380,284	438,734	2,861,689	3,001,202	299,221	139,513			
104	Library	287,167	1,523,831	1,519,149	271,849	1,822,737	1,717,187	177,399	94,450			
	Total Gov't Op. Funds	10,979,618	40,846,930	40,037,824	10,988,724	41,036,185	43,031,157	8,993,752	1,994,972			
102	Arterial Street	(304,422)	2,839,332	2,334,910	-	2,008,000	1,978,000	30,000	(30,000)			
105	Paths and Trails	104,468	3,833	-	108,301	3,545	53,000	88,848	49,455			
106	Tourism Promotion	282,814	315,000	301,721	298,093	315,000	432,650	178,443	117,650			
107	Little Mountain, Oak Res	161,255	96,700	20,729	237,226	81,700	89,271	229,655	7,571			
109	Crime Prevention	80,327	9,193	5,520	84,000	8,500	8,600	81,900	2,100			
110	Government Access TV	269,379	70,000	71,000	268,379	70,000	307,500	30,879	237,500			
112	Criminal Justice Assistance	57,171	60,865	83,000	55,036	64,571	63,000	56,807	(1,571)			
113	Municipal Arts Fund	(248)	-	-	(248)	6,748	6,500	-	(248)			
115	Parks Capital Reserve	351,043	358,700	438,086	271,657	136,062	347,650	60,089	211,588			
117	TBO Fund	1,834,153	2,307,000	2,645,190	1,495,963	2,287,000	2,475,000	1,307,963	188,000			
118	Fiber Optics Fund	395,618	326,650	324,657	397,611	339,200	555,231	181,580	216,031			
119	Critical Area Enhancement	468,097	115,185	-	583,292	7,500	30,000	560,782	22,500			
120	Lincoln Commercial Block (OPRF)	69,266	74,100	99,000	44,366	74,100	49,000	69,466	(25,100)			
121	American Rescue Plan Act 161006	4,567,840	12,000	3,573,290	1,008,350	10,000	731,241	285,109	721,241			
122	Affordable and Supportive HOUSING	81,992	65,029	65,029	81,992	65,029	65,029	81,992	-			
123	Afford Housing, Sewer, & Like, Trac	950,720	1,190,000	676,550	1,424,170	1,140,000	665,208	1,888,665	(474,795)			
210	LTGO Fire Bond	-	877,014	877,013	1	876,747	876,747	1	-			
301	MV Library Commons Project	3,183,875	30,920,000	33,000,000	1,103,875	36,926,125	37,030,000	-	1,103,875			
304	Capital Improvement Res I	1,174,828	658,800	1,095,750	737,878	758,800	545,750	950,928	(213,050)			
306	Fire Capital Projects	10,134,023	1,031,868	5,377,014	5,788,877	1,278,599	7,052,823	14,653	5,774,224			
311	Park Impact Fees	282,052	18,700	-	280,752	20,700	-	301,452	(20,700)			
312	Fire Impact Fees	392,830	55,100	46,103	401,827	55,100	290,000	166,927	234,900			
313	Traffic Impact Fees	1,195,942	280,000	-	1,475,942	279,000	71,000	1,683,942	(208,000)			
314	Res I - Streets	996,836	684,000	815,000	835,836	754,000	833,000	756,839	79,000			
328	PW Facility Fund	34,915	-	5,000	29,915	-	-	29,915	-			
401	Wastewater Utility (WC)	2,831,169	10,072,349	10,986,874	1,918,644	10,480,158	12,130,261	286,541	1,650,103			
402	Solid Waste Utility (WC)	377,789	6,529,493	6,654,512	252,770	6,633,050	6,881,031	204,789	47,981			
403	Surface Water Utility (WC)	2,814,972	3,308,000	2,794,681	3,328,291	3,569,000	4,565,836	2,331,455	996,836			
411	Sewer Facility Expansion	2,288,581	480,000	930,000	1,818,581	455,000	2,270,000	3,581	1,815,000			
412	Sewer Capital Reserve	4,449,801	1,015,000	1,065,000	4,399,801	1,008,000	2,750,000	2,657,801	1,742,000			
501	Equipment Rental (WC)	15,783,662	3,626,482	2,965,871	16,444,273	3,476,237	6,300,891	13,819,619	2,824,654			
502	Facility Renewal of Fund	752,569	100,500	310,000	543,069	101,000	644,000	69	543,000			
512	LEDFI Health Care Res	487,888	10,300	-	477,888	10,300	40,000	448,288	29,700			
611	FRAP	257,555	66,313	84,000	239,868	65,250	50,000	355,118	(15,250)			
800	Managerial Funds	(10,424)	253,889	253,889	(10,424)	327,924	317,500	-	(10,424)			
	Totals	67,737,357	107,588,325	117,917,213	87,408,469	110,926,130	133,536,873	37,797,725	15,610,743			



CDBG ENTITLEMENT GRANT

2024 Adopted Budget

Department Overview

The Community Development Block Grants - CDBG Entitlement Grant budget (001-97) separately accounts for the annual CDBG Entitlement Grant that the City receives through the Federal Housing and Urban Development (HUD) Agency.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
DEBT SERVICE - INTEREST - HUD 108		\$10,000	
	DEBT SERVICE - INTEREST - HUD 108	\$10,000	001-97-592-0-235-58310
xCIVIL PARKING INFRACTION PENALTIES		\$25,000	
	CHILDREN SERVICES	\$25,000	001-97-560-0-428-55670
SOCIAL SERVICES - COMMUNITY ACTION		\$100,000	
	SKAGIT COMMUNITY ACTION	\$100,000	001-97-560-0-194-55216
xCRIMINAL TRAFFIC MISDEMEANOR		\$50,000	
	COVID - CDBG-CV1	\$50,000	001-97-560-0-430-55227
COMMUNITY PLANNING & ECONOMIC DEVELOPMENT		\$70,000	
	PROFESSIONAL SERVICES	\$70,000	001-97-558-0-186-54110
REDEMPTION OF GENERAL LONG-TERM DEBT		\$100,000	
	DEBT SERVICE - PRINCIPAL	\$100,000	001-97-591-0-229-57700
		\$355,000	

CITY ATTORNEY

2024 Adopted Budget

Department Overview

The City Attorney's Office consists of the City Attorney, Part-time Assistant City Attorney, two City Prosecutors, two paralegals and a part-time legal assistant. Our office provides all civil legal support services to the Mayor, City Council, and the various departments. The City Attorney is a position that is required under Washington statute. The City Attorney represents the municipal corporation on all legal matters, creates and drafts ordinances, contracts, all manners of legal pleadings and provides legal counsel to City Staff, Mayor, and City Council. In addition, the office drafts and reviews policies and other legal memorandum to the City, enforces the municipal code and aids in City compliance with legal mandates, State and Federal Law, Case Law, City Code, and regulatory agencies, both State and Federal. The City Attorney manages legal department staff, including the City Prosecutors who are responsible for representing the City in all criminal matters and civil infractions within the Mount Vernon Municipal Court and appeals on all criminal cases, reviews criminal files and referrals and makes charging decisions, creates recommendations, staffs all criminal calendars, jury trials, drafts briefs and legal memorandums for motions and appeals, interviews victims/witnesses. The Prosecutors may represent the City on certain civil matters that occur within the Mount Vernon Municipal Court. The City Attorney is also the designated alternate risk manager representative to WCIA and provides liability analysis for ongoing City issues.





Department Responsibilities

The responsibilities and functions of the City Attorney's Office are:

- 1.** to resolve legal questions which arise during the development and implementation of City projects and programs;
- 2.** to review and approve all ordinances as to form, and draft the same as requested; to review state and federal legislation in order to ensure compliance between state/federal law and local ordinances;
- 3.** to analyze legal trends in order to present alternatives to Mayor, City Council and various City departments concerning issues facing the City;
- 4.** to represent or manage the representation of the City in all actions brought by or against the City or against City officials in their official capacity, in state and federal court, excluding only those actions in which a complete defense is provided by the City's insurance risk pool;
- 5.** to participate, monitor, and cooperate with counsel for the City's risk pool in all claims brought against the City;
- 6.** to attend scheduled meetings of the City Council, and various boards, commissions, and other City groups as requested;
- 7.** to prosecute, or supervise the prosecution of, all criminal cases in which the City is a party including providing policy direction and technical advice to the Assistant City Attorney/ City Prosecutor to ensure the proper and effective handling of that individual's work;
- 8.** to draft such documents as may from time to time be required in the course of City business, including ordinances and resolutions, real property conveyances, contracts, and notices. Supervise and review such legal documents ensuring compliance with local, state and federal law and adequate legal protection of the City;
- 9.** to examine all conveyance of real property or interests therein made by, or to, the City;
- 10.** to answer inquiries from citizens and the press for information concerning City matters and review all public records requests to ensure compliance with state law, and protect against the inadvertent disclosure of records that are exempt from disclosure; and
- 11.** to provide training to City staff members and others pertaining to legal matters.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
LEGAL SERVICES		\$810,706	
	RETIREMENT	\$48,768	001-05-515-0-098-52200
	DUES CONFERENCE & TUITION	\$2,500	001-05-515-0-098-54912
	CELLULAR PHONES	\$550	001-05-515-0-098-54212
	SALARIES - PART-TIME EMPLOYEES	\$58,380	001-05-515-0-098-51200
	PROFESSIONAL SERVICES	\$33,000	001-05-515-0-098-54110
	REPAIRS & MAINTENANCE	\$300	001-05-515-0-098-54810
	SALARIES AND WAGES	\$485,945	001-05-515-0-098-51100
	HEALTH INSURANCE	\$99,729	001-05-515-0-098-52400
	DUES - PROFESSIONAL	\$2,500	001-05-515-0-098-54981
	LABOR & INDUSTRIES	\$1,793	001-05-515-0-098-52300
	LEGAL PUBLICATIONS	\$22,000	001-05-515-0-098-53108
	POSTAGE	\$300	001-05-515-0-098-54230
	MACHINE RENTAL	\$5,300	001-05-515-0-098-54544
	OFFICE SUPPLIES	\$3,000	001-05-515-0-098-53110
	TRAVEL	\$4,000	001-05-515-0-098-54310
	SOCIAL SECURITY	\$41,641	001-05-515-0-098-52100
	COURT COSTS	\$1,000	001-05-515-0-098-54924
		\$810,706	

CITY COUNCIL

2024 Adopted Budget

City Mission Statement

We provide professional, efficient services to create a lifetime positive difference for our Community.



City Vision Statement

Mount Vernon is a City that is characterized by a “hometown” atmosphere where Residents and Government work together in a trusting environment.

- We value open and candid two way communication with our public. We listen to their ideas and concerns and respond promptly to provide information, services, and referrals.
- We solve problems. We see change as an opportunity.
- We respect and trust one another and are committed to a foundation of kind and dignified service.
- We believe that teamwork is the ultimate advantage.

We encourage personal and economic vitality and pride in our accomplishments.

We promote cooperation with our neighbors to create a greater community that is a preferred place to live, work and play.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
LEGISLATIVE ACTIVITIES		\$143,924	

Activity Description	Object Code Description	Amount	Account Number
	LABOR & INDUSTRIES	\$362	001-01-511-0-092-52300
	SOCIAL SECURITY	\$7,711	001-01-511-0-092-52100
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$28,851	001-01-511-0-092-54980
	OFFICE SUPPLIES	\$5,000	001-01-511-0-092-53110
	DUES CONFERENCE & TUITION	\$1,200	001-01-511-0-092-54912
	SALARIES AND WAGES	\$100,800	001-01-511-0-092-51100
OFFICIAL PUBLICATION SERVICES		\$18,500	
	LEGAL PUBLISHING	\$18,500	001-01-511-0-091-54180
COMMUNITY PLANNING & ECONOMIC DEVELOPMENT		\$10,000	
	ECONOMIC DEVELOPMENT SERVICES - EDASC	\$10,000	001-01-558-0-186-54971
AGING & DISABILITY SERVICES		\$63,806	
	SKAGIT COUNTY SENIOR SERVICES	\$63,806	001-01-569-0-200-55217
SOCIAL SERVICES - SKAGIT DOMESTIC VIOLENCE		\$4,000	
	SKAGIT DOMESTIC VIOLENCE	\$4,000	001-01-560-0-198-55215
SOCIAL SERVICES - FRIENDSHIP HOUSE		\$5,000	
	FRIENDSHIP HOUSE CONTRIBUTION	\$5,000	001-01-560-0-197-55220
		\$245,230	

CITY STREETS

2024 Adopted Budget

Department Overview

The funds allocated to the City Street (101) are used by personnel in the City’s Street Operations Division of the Public Works Department. The purpose of this division is to operate and maintain the streets, rights of way, sidewalks/ADA ramps, signs, and pavement markings. As Public Works first responders, we play a critical role in emergency management efforts during human-made and natural disasters.

The City of Mount Vernon owns 274 lanes miles of roadway, 12 bridges, 31 traffic signals, over 5000 signs, 253 miles of sidewalk, 2500 pavement markings, and 58 transportation support vehicles. This infrastructure accounts for 40% of the city’s total assets. The public funds allocated to the operation and maintenance of these assets are critical to preserving their value and listed below are the associated goals.



Department Goals

1. Continue to increase productivity with equipment and efficiency in work methods.
2. Record maintenance tasks and work order accomplishments with Asset Management software.
3. Incorporate all road related features into REET/TBD projects to meet Complete Streets requirements.
4. Emphasize the improvement of pavement conditions, pavement markings, sidewalks, and street signs.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
STREET & ROAD MAINTENANCE		\$1,696,186	
	PUBLIC UTILITY SERVICES	\$23,000	101-14-542-0-162-54700
	MAINTENANCE CONTRACT - SOFTWARE	\$5,089	101-14-542-0-162-54840
	OVERTIME	\$18,000	101-14-542-0-162-51300
	ROW VEGETATION MAINTENANCE	\$45,000	101-14-542-0-162-54135
	LAUNDRY	\$13,000	101-14-542-0-162-54913
	SALARIES - PART-TIME EMPLOYEES	\$11,456	101-14-542-0-162-51200
	OPERATING SUPPLIES	\$6,500	101-14-542-0-162-53111
	HERBICIDE SUPPLIES	\$15,000	101-14-542-0-162-53145
	MINOR TOOLS & EQUIPMENT	\$5,500	101-14-542-0-162-53500
	VEHICLE REPAIRS	\$29,500	101-14-542-0-162-54542
	HEALTH INSURANCE	\$157,015	101-14-542-0-162-52400
	OFFICE SUPPLIES	\$600	101-14-542-0-162-53110

Activity Description	Object Code Description	Amount	Account Number
	CRACK SEAL SUPPLIES	\$18,000	101-14-542-0-162-53144
	CELLULAR PHONES	\$5,000	101-14-542-0-162-54212
	LABOR & INDUSTRIES	\$14,334	101-14-542-0-162-52300
	UNIFORMS & CLOTHING	\$5,000	101-14-542-0-162-52820
	SALARIES AND WAGES	\$633,170	101-14-542-0-162-51100
	SOCIAL SECURITY	\$48,398	101-14-542-0-162-52100
	MAINTENANCE SUPPLIES	\$6,000	101-14-542-0-162-53115
	OFFICE EQUIPMENT	\$1,000	101-14-542-0-162-53134
	SPOT REPAIR SUPPLIES	\$120,000	101-14-542-0-162-53141
	POTHOLE PATCHING SUPPLIES	\$7,500	101-14-542-0-162-53142
	EQUIPMENT RENTAL & RESERVE	\$35,000	101-14-542-0-162-54543
	EQUIPMENT RENTAL & RESERVE	\$351,939	101-14-542-0-162-54543
	MACHINE RENTAL	\$8,000	101-14-542-0-162-54544
	REPAIRS & MAINTENANCE	\$6,000	101-14-542-0-162-54810
	RETIREMENT	\$59,685	101-14-542-0-162-52200
	CRUSHED GRAVEL	\$20,000	101-14-542-0-162-53143
	PROFESSIONAL SERVICES	\$25,000	101-14-542-0-162-54110
	BNSF RAILROAD REPAIRS & MAINTENANCE	\$2,500	101-14-542-0-162-54817
TRAFFIC CONTROL DEVICE MAINTENANCE		\$197,000	
	SIGN MATERIALS & SUPPLIES	\$50,000	101-14-542-0-167-53146
	PAINTING & STRIPING SUPPLIES	\$95,000	101-14-542-0-167-53147
	GUARDRAIL REPAIR & INSTALLATION SUPPLIES	\$2,000	101-14-542-0-167-53148
	SIGNAL MAINTENANCE	\$50,000	101-14-542-0-167-55130
SNOW & ICE CONTROL		\$20,000	
	OPERATING SUPPLIES	\$20,000	101-14-542-0-168-53111
SIDEWALK MAINTENANCE		\$44,000	
	REPAIRS & MAINTENANCE	\$2,000	101-14-542-0-165-54810
	SIDEWALK REPLACEMENT PROGRAM	\$5,000	101-14-542-0-165-54823
	SIDEWALK & GUTTER REPAIRS	\$25,000	101-14-542-0-165-54829
	ADA - WHEELCHAIR RAMPS	\$12,000	101-14-542-0-165-54828
OPERATING TRANSFERS - OUT		\$3,245	
	OPERATING TRANSFERS - OUT	\$3,245	101-14-597-0-256-50100
STREET LIGHTING MAINTENANCE		\$465,000	
	PUBLIC UTILITY SERVICES	\$460,000	101-14-542-0-166-54700
	REPAIRS & MAINTENANCE	\$5,000	101-14-542-0-166-54810
STREET FACILITIES		\$18,000	
	REPAIRS & MAINTENANCE	\$3,000	101-14-543-0-170-54810
	REPAIRS & MAINTENANCE	\$15,000	101-14-543-0-170-54810
STREET & ROAD OPERATIONS - MISCELLANEOUS		\$4,000	
	EDUCATION - TUITION & REGISTRATION	\$4,000	101-14-544-0-173-54982
CAPITAL EXPENDITURES - STREETS		\$6,000	
	VEHICLES & EQUIPMENT	\$6,000	101-14-594-0-243-56460
		\$2,453,431	

DEVELOPMENT SERVICES

2024 Adopted Budget

Department Overview

Purpose and Functions

The Development Services (DS) Department fulfills the policy and legislative directives of the Mount Vernon City Council through the following five (5) functions:

Development and implementation of land use and building legislation and policies in the Comprehensive Plan, and the municipal code regulations;

Development and implementation of engineering design standards for public infrastructure on private property;

Land use, Right-of-Way (ROW), construction plan, and building permitting;

Land use and parking code enforcement; and GIS services for both the City and for the public.



Administration of Functions

DS's five functions are administered by the staff that comprise the following four (4) divisions:

- Building Division;
- GIS Division;
- Engineering Division; and
- Planning Division.

The Parking Enforcement Officer reports directly to the DS Director and is not a member of the above-listed Divisions.

Summary of Divisions

Collectively the four Divisions and the Parking Enforcement Officer within DS are responsible for working with community members, elected officials, project applicants, and partner agencies to ensure that the City Council's vision and goals for growth and development are realized. The following sections describe each Division's responsibilities and the technical staff that fulfill those responsibilities.

Development Services Divisions

Building Division

The Building Division is comprised of the Building Official, a Plans Examiner/Building Inspector, and a Code Compliance Officer. This division is responsible for activity associated with the issuance of the Department's building, mechanical, and plumbing permits along with the enforcement of associated codes. The Building Official supervises the division: this includes overseeing permit and code review along with field inspections of active construction sites. The Code Compliance Officer (CCO) responds to complaints regarding the enforcement

of codes, abandoned vehicles and property, and general nuisances. The CCO conducts field investigations, gathers evidence, files code enforcement reports, and issues both notices of violation and citations.

Engineering Services Division

The Engineering Division is comprised of the Engineering Manager, an Associate Planner/Engineering Technician, and a Civil Inspector. This division is responsible for the review and issuance of construction plan approval for the installation of public infrastructure to support private development. The Division is also responsible for Right of Way permits, grading permits, and enforcement of associated codes. The Engineering Manager supervises the division, oversees and performs permit and code review, and conducts field inspections of active construction sites. The civil inspector conducts field investigations, and approves final installation of infrastructure. The Associate Planner/Engineering Technician reviews permit drawings and assists with inspections when necessary.

GIS Division

The GIS Division is comprised of the GIS Administrator and a GIS Specialist. This division oversees the City’s geographic information system (GIS) program and is responsible for the management of all GIS products related to City infrastructure, including streets, addressing, stormwater, and wastewater utilities. The Division creates high maps for print and digital presentation; develops, maintains, and updates databases and assists in ensuring compliance with policies and procedures related to the development, use, and upkeep of spatial data; assists in development and coordination of long-range plans for the evolution of the City’s geodatabase that includes Public Works, Parks, Police, and Fire requirements; and prioritizes and coordinates GIS implementation, utilization, and application requests.

Planning Division

The Planning Division is comprised of the Planning Manager (Principal Planner), two Senior Planners, an Associate Planner, and three Permit Technicians. This division is responsible for activities associated with the issuance of the Department’s zoning, subdivision, critical area, shoreline and SEPA permits/approvals/licenses. The Planning Manger supervises the division and oversees the review and issuance of all related approvals. This Division is also responsible for compliance with the National Flood Insurance Program (NFIP), Growth Management Act (GMA) comprehensive planning, changes/updates to land use codes, coordination of the Planning Commission, and completing public outreach related to public policy and land use issues.

Parking Enforcement Division

The Parking Enforcement Division is comprised of a Parking Enforcement Officer (PEO) that is responsible for implementing the requirements of Title 10 of the MVMC. The PEO coordinates with both Police Dispatch and the COO to inspect parked vehicles, issue Notices of Violation, and coordinate appeal hearings as needed.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
PLANNING DIVISION		\$1,251,001	
	SOCIAL SECURITY	\$40,036	001-12-558-0-187-52100
	PROFESSIONAL SERVICES	\$175,000	001-12-558-0-187-54110
	SALARIES AND WAGES	\$791,527	001-12-558-0-187-51100
	PUBLIC PARTICIPATION PROGRAM	\$5,250	001-12-558-0-187-54185
	EDUCATION - TUITION & REGISTRATION	\$4,000	001-12-558-0-187-54982
	SALARIES - PART-TIME EMPLOYEES	\$10,145	001-12-558-0-187-51200
	OVERTIME	\$500	001-12-558-0-187-51300
	HEALTH INSURANCE	\$135,964	001-12-558-0-187-52400
	RETIREMENT	\$75,389	001-12-558-0-187-52200
	LABOR & INDUSTRIES	\$2,690	001-12-558-0-187-52300
	REIMBURSABLE	\$7,500	001-12-558-0-187-54114
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$3,000	001-12-558-0-187-54980
DEVELOPMENT SERVICES ADMINISTRATION		\$134,678	
	VEHICLE REPAIRS	\$657	001-12-558-0-184-54542
	COMPUTER SOFTWARE	\$89,800	001-12-558-0-184-54915
	OFFICE SUPPLIES	\$4,000	001-12-558-0-184-53110
	CELLULAR PHONES	\$420	001-12-558-0-184-54212
	POSTAGE	\$7,000	001-12-558-0-184-54230

Activity Description	Object Code Description	Amount	Account Number
	PRINTING	\$2,500	001-12-558-0-184-54911
	EQUIPMENT RENTAL & RESERVE	\$11,301	001-12-558-0-184-54543
	MACHINE RENTAL	\$11,000	001-12-558-0-184-54544
	REPAIRS & MAINTENANCE	\$2,000	001-12-558-0-184-54810
	OFFICE EQUIPMENT	\$3,000	001-12-558-0-184-53134
	ECONOMIC DEVELOPMENT MARKETING	\$3,000	001-12-558-0-184-54171
PERMIT & PLAN REVIEW DIVISION		\$458,002	
	SOCIAL SECURITY	\$9,878	001-12-558-0-185-52100
	RETIREMENT	\$30,058	001-12-558-0-185-52200
	HEALTH INSURANCE	\$60,423	001-12-558-0-185-52400
	PROFESSIONAL SERVICES	\$30,000	001-12-558-0-185-54110
	TRAVEL	\$5,000	001-12-558-0-185-54310
	EDUCATION - TUITION & REGISTRATION	\$2,100	001-12-558-0-185-54982
	SALARIES AND WAGES	\$315,401	001-12-558-0-185-51100
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$525	001-12-558-0-185-54980
	LABOR & INDUSTRIES	\$3,882	001-12-558-0-185-52300
	UNIFORMS & CLOTHING	\$735	001-12-558-0-185-52820
BUILDING DIVISION		\$576,906	
	SOCIAL SECURITY	\$20,991	001-12-524-0-137-52100
	CELLULAR PHONES	\$8,000	001-12-524-0-137-54212
	EDUCATION - TUITION & REGISTRATION	\$4,725	001-12-524-0-137-54982
	PROFESSIONAL SERVICES	\$30,000	001-12-524-0-137-54110
	TRAVEL	\$5,000	001-12-524-0-137-54310
	SALARIES AND WAGES	\$358,166	001-12-524-0-137-51100
	HEALTH INSURANCE	\$93,608	001-12-524-0-137-52400
	VEHICLE REPAIRS	\$656	001-12-524-0-137-54542
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$315	001-12-524-0-137-54980
	RETIREMENT	\$28,638	001-12-524-0-137-52200
	LABOR & INDUSTRIES	\$8,511	001-12-524-0-137-52300
	OPERATING SUPPLIES	\$5,000	001-12-524-0-137-53111
	PROFESSIONAL PUBLICATIONS	\$1,050	001-12-524-0-137-53125
	SUPPLIES & MATERIALS	\$945	001-12-524-0-137-53121
	EQUIPMENT RENTAL & RESERVE	\$11,301	001-12-524-0-137-54543
GIS DIVISION		\$185,098	
	HEALTH INSURANCE	\$22,585	001-12-558-0-188-52400
	RETIREMENT	\$13,177	001-12-558-0-188-52200
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$500	001-12-558-0-188-54980
	OVERTIME	\$500	001-12-558-0-188-51300
	SOCIAL SECURITY	\$3,446	001-12-558-0-188-52100
	EDUCATION - TUITION & REGISTRATION	\$2,200	001-12-558-0-188-54982
	SALARIES AND WAGES	\$138,272	001-12-558-0-188-51100
	LABOR & INDUSTRIES	\$418	001-12-558-0-188-52300
	TRAVEL	\$4,000	001-12-558-0-188-54310
		\$2,605,685	



FINANCE & ADMINISTRATION

2024 Adopted Budget

Department Overview

The mission of the Finance Department is to provide the City with financial planning, to maintain financial operations, to provide continued improvement to existing financial systems and to maintain fiscal viability of the City as a whole. The Finance Department prepares and monitors budgetary and financial information systems of the City, which includes internal services, user rate analysis, revenue forecasting, preparation of operating and capital budgets, analyzing optimal fund balances and reserve requirements, and preparing various City, state and federal financial reports and analyses. The Finance Department is also in charge of providing cash, debt, and investment management services and administering the billing system for sewer, solid waste and surface water utilities.

The Finance Department mission is to be responsive, helpful and efficient in serving the citizens of Mount Vernon, elected officials and the other City Departments. The Finance Department is committed to the highest level of financial management and accountability. The Department processes all payroll and payment of bills for the City and provides billing, receipting, account management and answers daily service calls for our 9000 plus utility customers. Other functions and responsibilities of the Finance Department include issuance of business licenses and all functions of the City Clerk including setting City Council meeting agendas, managing public records requests, maintaining original files and database records for all ordinances, resolutions, City Council minutes, contracts and deeds.



Department Goals

1. Assure fiscal responsibility for the City; providing accurate and timely information to the Mayor, Council and Departments.
2. Continually find ways to operate at high levels of productivity and maintain high levels of service.

3. Continue to seek ways to expand e-government applications to gain efficiencies and provide improved service internally and externally.
4. Continually enhance and strive for sound financial management: maximization of investments, yield on long-term portfolio and short term/liquid investing.
5. Continue to streamline and improve upon the budget process in all aspects, including process, communication and reporting.
6. Continue to provide training to departments on the City's financial system to gain access to financial data at their desktop resulting in gained efficiencies and enhanced budget management by having key information immediately accessible.
7. Continue to train and improve on the public record request process and software and develop a sound and efficient records management process utilizing full functionality of the city records management software.
8. Successful implementation of new UKG Payroll System and integration into OpenGov.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
FINANCIAL SERVICES		\$1,282,752	
	HEALTH INSURANCE	\$127,637	001-04-514-0-095-52400
	STATE EXAMINER AUDITING	\$45,000	001-04-514-0-095-54121
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$2,000	001-04-514-0-095-54980
	RETIREMENT	\$83,500	001-04-514-0-095-52200
	LABOR & INDUSTRIES	\$2,989	001-04-514-0-095-52300
	OFFICE SUPPLIES	\$6,000	001-04-514-0-095-53110
	TRAVEL	\$1,800	001-04-514-0-095-54310
	PERFORMANCE BOND	\$1,807	001-04-514-0-095-54610
	SALARIES AND WAGES	\$856,864	001-04-514-0-095-51100
	SALARIES - PART-TIME EMPLOYEES	\$28,007	001-04-514-0-095-51200
	MACHINE RENTAL	\$5,000	001-04-514-0-095-54544
	BANK FEES	\$3,000	001-04-514-0-095-54914
	OVERTIME	\$5,000	001-04-514-0-095-51300
	CELLULAR PHONES	\$500	001-04-514-0-095-54212
	MAINTENANCE CONTRACT - SOFTWARE	\$11,118	001-04-514-0-095-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$6,223	001-04-514-0-095-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$3,014	001-04-514-0-095-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$14,000	001-04-514-0-095-54840
	EDUCATION - TUITION & REGISTRATION	\$1,800	001-04-514-0-095-54982
	SOCIAL SECURITY	\$67,693	001-04-514-0-095-52100
	PROFESSIONAL SERVICES	\$8,000	001-04-514-0-095-54110
	POSTAGE	\$1,800	001-04-514-0-095-54230
		\$1,282,752	



FIRE DEPARTMENT

2024 Adopted Budget

Department Overview

The Mount Vernon Fire Department is responsible for fire prevention and investigation, fire suppression, emergency medical services, as well as Emergency Management for the City. This year it is anticipated that our firefighters will respond to over 8,100 emergency and non-emergency calls. The fire department is also an integral part of the community development planning process.

Department personnel respond from three stations strategically located around the geographical center of the city. Our stations house a variety of emergency response equipment. Our downtown Station 1 houses a fire engine, a brush unit, an ambulance (M119), support vehicle, as well as a reserve engine and reserve ambulance. Station 2 is home to the ladder truck, an ambulance (M129), a reserve ambulance (A129), a reserve engine, and the Battalion Chief. Station 3 has a front-line fire engine and a cross staffed ambulance (M139). The primary engines, ladder and city ambulance are staffed with career firefighters, and the additional equipment is dependent upon career callback staffing.

All of the Fire Department administrative matters such as permits, inspection scheduling, tours, personnel issues, payroll and accounting are handled by the administrative assistant and the department office assistant.

The department functions under a typical paramilitary rank structure common to most fire departments in the county. Each shift is supervised by a Battalion Chief who is stationed at the headquarters station and responds to fires and multi-engine non-fire events. Each fire station is supervised by a Station Captain, who is responsible for the function of all shifts assigned to that station. Each piece of equipment has an assigned officer and operator.





Department Goals

1. Improve our fire-based EMS service by utilizing medical criteria-based dispatch and closest unit based on geographic location.
2. Improve our comprehensive quality assurance and continuing quality improvement program for emergency medical responses.
3. Implement technologies that improve efficiencies and effectiveness of fire personnel.
4. Ensure that all personnel are achieving minimum training standards and advanced training opportunities are provided for career development.
5. Increase outside agency engagement and coordination.

Budget Narrative

As we delve into the consideration of the 2024 Fire Department budget, we stand guided by our unwavering mission: "To safeguard the lives, assets, and surroundings of the Mount Vernon citizens, while minimizing losses during times of crisis."

The demand for swift emergency response, whether it be for fires, urgent medical aid, or public assistance, continues its upward trajectory. Our Fire Department, armed with a resolute workforce, remains firm in facing this escalating challenge.

In recent years, our path has been marked by the trials of a pandemic-ridden environment. Yet, the Mount Vernon Fire Department has not only endured but also thrived, embracing growth and positive transformation. We have deployed new technologies that allow our crews to communicate and train in a virtual environment. In 2024 we will embark on a renovation of fire station 2 that will improve the working conditions for our firefighters and admin staff. This renovation project will center on enhancing health and safety by establishing distinct "clean and dirty" zones for both equipment and personnel. Additionally, it will involve implementing surfaces that facilitate effortless cleaning and incorporating advanced ventilation systems designed to curtail the dissemination of diseases. Following its completion, our efforts will shift towards Station 1 in the coming years.

Our commitment to the well-being and safety of our organization and personnel is unmistakable, as evidenced by our active involvement in the Fire Injury Illness Reduction Program in partnership with Labor and Industries (FIIRE). As we enter our second year of the program, we are concentrating on reducing muscle skeletal injuries. The FIIRE program stands as a testament to our dedication to mitigating the occurrence of firefighter occupational injuries and illnesses through proactive risk management and the implementation of best practices, in accordance with RCW 51.04.170.

Elevating the preparedness of our personnel to tackle a spectrum of emergencies remains a paramount objective for our department. Maintaining a robust state of readiness is imperative, and it hinges on a rigorous training regimen and the provision of top-tier personal protective equipment. The landscape of training is continually evolving, prompting an increase in training costs, which this budget addresses by prioritizing the cultivation of leadership skills and command aptitude, alongside the provision of essential safety gear.

Our Fire Department's strong commitment to offering great service to our community at a reasonable cost is the guiding light for everything we do. Surveys, dispatched to all who have dialed 911, resound with overwhelmingly positive feedback, underscoring our personnel's expertise, responsiveness, and performance. Excellence breeds elevated expectations, and we eagerly anticipate yet another year of exceptional service to our cherished community.

Approved Expenditures

Activity Description	Period Year	Object Code Description	Amount	Account Number
FIRE ADMINISTRATION			\$637,418	
	2024	UNIFORMS & CLOTHING	\$3,000	001-09-522-0-127-52820
	2024	LEASEHOLD EXCISE TAX PAYMENTS	\$4,500	001-09-522-0-127-54400
	2024	SOCIAL SECURITY	\$33,479	001-09-522-0-127-52100
	2024	LABOR & INDUSTRIES	\$8,261	001-09-522-0-127-52300
	2024	OPERATING SUPPLIES	\$10,000	001-09-522-0-127-53111
	2024	OFFICE EQUIPMENT	\$3,000	001-09-522-0-127-53134
	2024	MACHINE RENTAL	\$6,500	001-09-522-0-127-54544
	2024	SALARIES AND WAGES	\$437,633	001-09-522-0-127-51100
	2024	TRAVEL	\$10,000	001-09-522-0-127-54310
	2024	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$3,500	001-09-522-0-127-54980
	2024	OFFICE SUPPLIES	\$6,000	001-09-522-0-127-53110
	2024	PROFESSIONAL SERVICES	\$5,000	001-09-522-0-127-54110
	2024	POSTAGE	\$3,800	001-09-522-0-127-54230
	2024	PSYCHOLOGICAL MEDICAL & POLYGRAPH	\$5,000	001-09-522-0-127-54123
	2024	RETIREMENT	\$27,343	001-09-522-0-127-52200
	2024	MAINTENANCE CONTRACT - SOFTWARE	\$12,000	001-09-522-0-127-54840
	2024	EDUCATION - TUITION & REGISTRATION	\$10,000	001-09-522-0-127-54982
	2024	OVERTIME	\$1,000	001-09-522-0-127-51300
	2024	HEALTH INSURANCE	\$47,402	001-09-522-0-127-52400
AMBULANCE & EMERGENCY MEDICAL SERVICES			\$8,192,240	
	2024	LABOR & INDUSTRIES	\$206,238	001-09-522-0-134-52300
	2024	HEALTH INSURANCE	\$949,833	001-09-522-0-134-52400
	2024	MINOR TOOLS & EQUIPMENT	\$5,000	001-09-522-0-134-53500
	2024	OPERATING SUPPLIES	\$130,000	001-09-522-0-134-53111
	2024	REPAIRS & MAINTENANCE	\$34,100	001-09-522-0-134-54810
	2024	REPAIRS & MAINTENANCE	\$1,000	001-09-522-0-134-54810
	2024	OFFICE SUPPLIES	\$1,000	001-09-522-0-134-53110
	2024	SALARIES AND WAGES	\$5,437,411	001-09-522-0-134-51100
	2024	SALARIES AND WAGES	\$121,500	001-09-522-0-134-51100
	2024	OVERTIME	\$550,000	001-09-522-0-134-51300
	2024	PROTECTIVE CLOTHING	\$62,000	001-09-522-0-134-52824
	2024	VEHICLE REPAIRS	\$24,351	001-09-522-0-134-54542
	2024	EQUIPMENT RENTAL & RESERVE	\$68,045	001-09-522-0-134-54543
	2024	SOCIAL SECURITY	\$87,898	001-09-522-0-134-52100
	2024	RETIREMENT	\$284,364	001-09-522-0-134-52200
	2024	PROFESSIONAL SERVICES	\$110,000	001-09-522-0-134-54110
	2024	EDUCATION - TUITION & REGISTRATION	\$45,000	001-09-522-0-134-54982
	2024	TRAVEL	\$4,000	001-09-522-0-134-54310
	2024	LAUNDRY	\$15,000	001-09-522-0-134-54913
	2024	UNIFORMS & CLOTHING	\$25,000	001-09-522-0-134-52820

Activity Description	Period Year	Object Code Description	Amount	Account Number
	2024	EMS OPERATING SUPPLIES	\$1,000	001-09-522-0-134-53126
	2024	MAINTENANCE CONTRACT - SOFTWARE	\$29,500	001-09-522-0-134-54840
FIRE COMMUNICATIONS			\$68,099	
	2024	CELLULAR PHONES	\$22,000	001-09-522-0-128-54212
	2024	RADIO	\$24,000	001-09-522-0-128-54220
	2024	OPERATING SUPPLIES	\$3,000	001-09-522-0-128-53111
	2024	MINOR TOOLS & EQUIPMENT	\$1,000	001-09-522-0-128-53500
	2024	REPAIRS & MAINTENANCE	\$3,099	001-09-522-0-128-54810
	2024	COMPUTER SOFTWARE	\$15,000	001-09-522-0-128-54915
FIRE SUPPRESSION			\$837,868	
	2024	SOCIAL SECURITY	\$5,311	001-09-522-0-129-52100
	2024	PROFESSIONAL SERVICES	\$7,500	001-09-522-0-129-54110
	2024	REPAIRS & MAINTENANCE	\$13,000	001-09-522-0-129-54810
	2024	HOSE SUPPLIES	\$13,000	001-09-522-0-129-53113
	2024	OVERTIME	\$50,000	001-09-522-0-129-51300
	2024	UNIFORMS & CLOTHING	\$5,000	001-09-522-0-129-52820
	2024	VEHICLE REPAIRS	\$60,876	001-09-522-0-129-54542
	2024	RETIREMENT	\$19,426	001-09-522-0-129-52200
	2024	EQUIPMENT RENTAL & RESERVE	\$109,628	001-09-522-0-129-54543
	2024	COMPUTER SOFTWARE	\$2,500	001-09-522-0-129-54915
	2024	LABOR & INDUSTRIES	\$14,728	001-09-522-0-129-52300
	2024	LAUNDRY	\$5,000	001-09-522-0-129-54913
	2024	SALARIES AND WAGES	\$379,747	001-09-522-0-129-51100
	2024	SALARIES AND WAGES	\$11,145	001-09-522-0-129-51100
	2024	HEALTH INSURANCE	\$70,807	001-09-522-0-129-52400
	2024	HYDRANT SUPPLIES	\$5,000	001-09-522-0-129-53112
	2024	MINOR TOOLS & EQUIPMENT	\$10,000	001-09-522-0-129-53500
	2024	MINOR TOOLS & EQUIPMENT	\$12,000	001-09-522-0-129-53500
	2024	MINOR TOOLS & EQUIPMENT	\$4,500	001-09-522-0-129-53500
	2024	MINOR TOOLS & EQUIPMENT	\$13,000	001-09-522-0-129-53500
	2024	MINOR TOOLS & EQUIPMENT	\$1,950	001-09-522-0-129-53500
	2024	TRAVEL	\$150	001-09-522-0-129-54310
	2024	PROTECTIVE CLOTHING	\$10,000	001-09-522-0-129-52824
	2024	PROTECTIVE CLOTHING	\$13,600	001-09-522-0-129-52824
FIRE FACILITIES			\$48,000	
	2024	OPERATING SUPPLIES	\$17,000	001-09-522-0-133-53111
	2024	BUILDING & GROUNDS MAINTENANCE	\$6,000	001-09-522-0-133-54811
	2024	REPAIRS & MAINTENANCE	\$25,000	001-09-522-0-133-54810
CAPITAL EXPENDITURES - FIRE SUPPRESSION & EMS SERVICES			\$30,000	
	2024	FURNITURE & EQUIPMENT	\$30,000	001-09-594-0-238-56420
FIRE PREVENTION & INVESTIGATION			\$337,325	
	2024	SOCIAL SECURITY	\$8,164	001-09-522-0-131-52100
	2024	RETIREMENT	\$15,241	001-09-522-0-131-52200
	2024	LABOR & INDUSTRIES	\$6,456	001-09-522-0-131-52300
	2024	MAINTENANCE CONTRACT - SOFTWARE	\$7,500	001-09-522-0-131-54840
	2024	OVERTIME	\$5,000	001-09-522-0-131-51300
	2024	HEALTH INSURANCE	\$48,963	001-09-522-0-131-52400
	2024	SALARIES AND WAGES	\$230,051	001-09-522-0-131-51100
	2024	SALARIES AND WAGES	\$2,300	001-09-522-0-131-51100
	2024	POSTAGE	\$100	001-09-522-0-131-54230
	2024	UNIFORMS & CLOTHING	\$550	001-09-522-0-131-52820
	2024	OPERATING SUPPLIES	\$8,000	001-09-522-0-131-53111
	2024	REPAIRS & MAINTENANCE	\$500	001-09-522-0-131-54810
	2024	MINOR TOOLS & EQUIPMENT	\$4,500	001-09-522-0-131-53500
FIRE TRAINING			\$95,900	
	2024	REPAIRS & MAINTENANCE	\$1,000	001-09-522-0-132-54810
	2024	MINOR TOOLS & EQUIPMENT	\$2,000	001-09-522-0-132-53500
	2024	PROFESSIONAL SERVICES	\$11,900	001-09-522-0-132-54110
	2024	TRAVEL	\$8,000	001-09-522-0-132-54310
	2024	EDUCATION - TUITION & REGISTRATION	\$70,000	001-09-522-0-132-54982
	2024	OPERATING SUPPLIES	\$3,000	001-09-522-0-132-53111
EMERGENCY OPERATIONS CENTER			\$14,200	

Activity Description	Period Year	Object Code Description	Amount	Account Number
	2024	OPERATING SUPPLIES - EMERGENCY OPERATIONS CENTER	\$8,600	001-09-525-0-139-53116
	2024	COMMUNICATION SERVICES	\$3,600	001-09-525-0-139-54214
	2024	OFFICE SUPPLIES	\$2,000	001-09-525-0-139-53110
MOBILIZATION/CONTRACT REIMBURSEMENTS			\$5,000	
	2024	TRAVEL	\$1,000	001-09-522-0-130-54310
	2024	MINOR TOOLS & EQUIPMENT	\$1,000	001-09-522-0-130-53500
	2024	OPERATING SUPPLIES	\$3,000	001-09-522-0-130-53111
			\$10,266,050	



GENERAL FACILITIES

2024 Adopted Budget

Department Overview

The General Facilities Division is comprised of two full time and one part-time maintenance technicians. The Public Works Director acts as the Facility Director and executes day-to-day maintenance activities, preventative maintenance actions and maintains the long term Facility Renewal Program that includes: 6-Year Facility Capital Improvement Program, in-year Facility Renewal Project Development & Management, and emergent Facility Renewal actions. These services include daily cleaning, routine, preventive and emergent maintenance for all major building systems (i.e. heating, ventilation and air conditioning, electrical, plumbing, landscaping, etc.). In future budget requests/cycles, the department would like to entertain the creation of a FTE Facility Coordinator position. Additionally, custodians conduct and perform facility opening, vandalism checks, safety/health/welfare inspections, logistic/supply functions, assistance to other departments during special events/activities, and are a conduit for work orders that require routine, preventative or emergent response.

Preventative maintenance actions/activities are required to maximize the useful life of the building systems such as heating and ventilation, roofs, and electrical systems. Scheduled inspections, services and system component repairs, and replacements will provide an Annual Material Condition Rating for each system within a facility and develop a long term replacement program/plan so that city staff can utilize to incorporate energy efficient sustainable new technologies and replace equipment that is obsolete or has reached/surpassed its service life.





Department Goals

1. Provide healthy and safe work environments for employees and citizens of Mount Vernon.
2. Perform routine, preventative and emergent maintenance actions/activities on buildings.
3. Implement energy conservation measures throughout all City of Mount Vernon maintained buildings.
4. Respond to complaints and maintenance issues in a timely manner.
5. Develop a long term Facility Renewal Program that identifies Internal, External, Electrical and HVAC requirements.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
LIBRARY FACILITIES		\$33,099	
	PUBLIC UTILITY SERVICES	\$2,599	001-07-572-0-210-54700
	OPERATING SUPPLIES	\$7,500	001-07-572-0-210-53111
	REPAIRS & MAINTENANCE	\$15,000	001-07-572-0-210-54810
	MAINTENANCE CONTRACTS	\$8,000	001-07-572-0-210-54821
CITY HALL - MAINTENANCE, SECURITY, INSURANCE, & JANITORIAL SERVICES		\$185,000	
	PUBLIC UTILITY SERVICES	\$95,000	001-07-518-0-108-54700
	REPAIRS & MAINTENANCE	\$25,000	001-07-518-0-108-54810
	OPERATING SUPPLIES	\$10,000	001-07-518-0-108-53111
	MAINTENANCE CONTRACTS	\$55,000	001-07-518-0-108-54821
CAPITAL EXPENDITURES - GENERAL SERVICES		\$65,000	
	FURNITURE & EQUIPMENT	\$50,000	001-07-594-0-141-56420
	OTHER IMPROVEMENTS	\$15,000	001-07-594-0-141-56200
MVLC - MAINTENANCE, SECURITY, INSURANCE, & JANITORIAL SERVICES		\$65,000	
	OPERATING SUPPLIES	\$20,000	001-07-518-0-436-53111
	REPAIRS & MAINTENANCE	\$15,000	001-07-518-0-436-54810
	BUILDING & GROUNDS MAINTENANCE	\$15,000	001-07-518-0-436-54811
	MAINTENANCE CONTRACTS	\$15,000	001-07-518-0-436-54821
PUBLIC SAFETY FACILITIES		\$205,600	
	OPERATING SUPPLIES	\$23,000	001-07-521-0-124-53111
	MAINTENANCE CONTRACT - SOFTWARE	\$25,600	001-07-521-0-124-54840
	REPAIRS & MAINTENANCE	\$48,000	001-07-521-0-124-54810
	MAINTENANCE CONTRACTS	\$29,000	001-07-521-0-124-54821
	PUBLIC UTILITY SERVICES	\$80,000	001-07-521-0-124-54700
GENERAL PARKS FACILITIES		\$150,000	
	PUBLIC UTILITY SERVICES	\$150,000	001-07-576-0-211-54700
PUBLIC WORKS - MAINTENANCE, SECURITY, INSURANCE, & JANITORIAL SERVICES		\$38,999	
	OPERATING SUPPLIES	\$3,499	001-07-518-0-109-53111
	REPAIRS & MAINTENANCE	\$7,000	001-07-518-0-109-54810
	PUBLIC UTILITY SERVICES	\$8,500	001-07-518-0-109-54700
	MAINTENANCE CONTRACTS	\$20,000	001-07-518-0-109-54821
GENERAL - MAINTENANCE, SECURITY, INSURANCE, & JANITORIAL SERVICES		\$469,665	
	HEALTH INSURANCE	\$28,637	001-07-518-0-107-52400
	DRAINAGE & DIKE TAX	\$15,000	001-07-518-0-107-54483
	REPAIRS & MAINTENANCE	\$38,000	001-07-518-0-107-54810
	RETIREMENT	\$12,029	001-07-518-0-107-52200

Activity Description	Object Code Description	Amount	Account Number
	TELEPHONE	\$3,000	001-07-518-0-107-54210
	MISC PERILS & PROPERTY LOSS INSURANCE	\$54,001	001-07-518-0-107-54640
	MAINTENANCE CONTRACT - SOFTWARE	\$60,000	001-07-518-0-107-54840
	EDUCATION - TUITION & REGISTRATION	\$1,000	001-07-518-0-107-54982
	OFFICE EQUIPMENT	\$12,500	001-07-518-0-107-53134
	PROFESSIONAL SERVICES	\$3,500	001-07-518-0-107-54110
	PROFESSIONAL SERVICES	\$75,000	001-07-518-0-107-54110
	DUES CONFERENCE & TUITION	\$500	001-07-518-0-107-54912
	SALARIES AND WAGES	\$126,223	001-07-518-0-107-51100
	CELLULAR PHONES	\$750	001-07-518-0-107-54212
	VEHICLE REPAIRS	\$1,050	001-07-518-0-107-54542
	SOCIAL SECURITY	\$9,656	001-07-518-0-107-52100
	LAUNDRY	\$1,900	001-07-518-0-107-54913
	OFFICE SUPPLIES	\$2,500	001-07-518-0-107-53110
	MINOR TOOLS & EQUIPMENT	\$2,400	001-07-518-0-107-53500
	EQUIPMENT RENTAL & RESERVE	\$15,236	001-07-518-0-107-54543
	LABOR & INDUSTRIES	\$3,583	001-07-518-0-107-52300
	UNIFORMS & CLOTHING	\$1,700	001-07-518-0-107-52820
	LEASEHOLD EXCISE TAX PAYMENTS	\$1,500	001-07-518-0-107-54400
FIRE FACILITIES		\$61,000	
	OPERATING SUPPLIES	\$4,000	001-07-522-0-133-53111
	PUBLIC UTILITY SERVICES	\$48,000	001-07-522-0-133-54700
	REPAIRS & MAINTENANCE	\$9,000	001-07-522-0-133-54810
		\$1,273,363	



HUMAN RESOURCES

2024 Adopted Budget

Department Overview

The Human Resources Department provides strategic leadership in developing an innovative organization. We provide direction and support to City departments, serving 231 full time employees and 29 part-time employees and 15 to 20 seasonal employees. We are committed to the health, safety and success of our employees. We work collaboratively with City staff to foster a culture of continuous improvement, wellness and inclusion. We develop responsible and equitable programs, initiatives, and policies that align with our community's values. The department is responsible for recruitment and selection management, administering employee benefit programs, coordinating and delivering citywide training and workforce development, designing and administering a fair, equitable, and market driven compensation management system, negotiating collective bargaining agreements and providing for the consistent and uniform administration of collective bargaining agreements. The Human Resources Department also develops occupational health and safety programs and monitors compliance with established safety standards, administers the drug-free workplace program, coordinates and oversees the City's wellness committee and ensures fair and equal treatment of employees and applicants. In addition, the Human Resources Department actively oversees and administers the Civil Service and LEOFF 1 Board processes.





Department Goals

Strategic Objectives

- Continual Improvement
- Clear and meaningful policies and procedures
- A safe work environment
- Strategic employee development/training planning
- Recruitment and retention of a diverse and talented workforce

Specific goals

1. Implement a human resources information system.
2. Provide administrative support services, policy direction, and leadership to Directors and management staff to achieve City personnel objectives.
3. Increase employee training using Target Solutions software.
4. Review and update personnel policies.
5. Negotiate the Commissioned Police Guild, IAFF BC and Teamsters collective bargaining agreements (CBA); and negotiate the Protec17 and IAFF Firefighters CBAs if not settled in 2023.
6. Continue to promote open lines of communication with City employees and labor unions in order to resolve labor issues before escalation occurs.
7. Facilitate the attraction and retention of a diverse and talented workforce.
8. Provide training to managers and supervisors regarding personnel issues such as leaves, discipline, etc
9. Continue to develop the city-wide wellness committee, providing trainings and events to all employees in order to meet AWC goals.
10. Review and update City wide performance appraisal system.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
PERSONAL SERVICES		\$641,998	
	RETIREMENT	\$35,033	001-06-518-0-105-52200
	LABOR & INDUSTRIES	\$897	001-06-518-0-105-52300
	ADVERTISING	\$7,000	001-06-518-0-105-54182
	TRAINING MATERIALS	\$2,000	001-06-518-0-105-53120
	TRAVEL	\$4,000	001-06-518-0-105-54310
	SALARIES AND WAGES	\$370,589	001-06-518-0-105-51100
	EMPLOYEE DRUG TESTING	\$3,500	001-06-518-0-105-54173
	EMPLOYEE DRUG TESTING	\$2,300	001-06-518-0-105-54173
	EMPLOYEE DRUG TESTING	\$200	001-06-518-0-105-54173
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$2,050	001-06-518-0-105-54980
	POSTAGE	\$125	001-06-518-0-105-54230
	MAINTENANCE CONTRACT - SOFTWARE	\$8,500	001-06-518-0-105-54840

Activity Description	Object Code Description	Amount	Account Number
	MAINTENANCE CONTRACT - SOFTWARE	\$14,000	001-06-518-0-105-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$4,000	001-06-518-0-105-54840
	OFFICE SUPPLIES	\$5,000	001-06-518-0-105-53110
	PROFESSIONAL SERVICES	\$2,300	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$144	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$1,200	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$6,500	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$23,000	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$5,500	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$260	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$600	001-06-518-0-105-54110
	PROFESSIONAL SERVICES	\$3,200	001-06-518-0-105-54110
	EDUCATION - TUITION & REGISTRATION	\$2,000	001-06-518-0-105-54982
	SOCIAL SECURITY	\$28,350	001-06-518-0-105-52100
	HIRING COSTS	\$10,000	001-06-518-0-105-54923
	ARBITRATION & NEGOTIATION COSTS	\$30,000	001-06-518-0-105-54119
	PHYSICAL EXAMINATIONS	\$2,000	001-06-518-0-105-54174
	PHYSICAL EXAMINATIONS	\$4,500	001-06-518-0-105-54174
	PHYSICAL EXAMINATIONS	\$6,000	001-06-518-0-105-54174
	PHYSICAL EXAMINATIONS	\$700	001-06-518-0-105-54174
	CELLULAR PHONES	\$480	001-06-518-0-105-54212
	HEALTH INSURANCE	\$56,070	001-06-518-0-105-52400
OPERATING TRANSFERS - OUT		\$10,000	
	OPERATING TRANSFERS - OUT	\$10,000	001-06-597-0-256-50100
OTHER EMPLOYEE BENEFIT PROGRAMS		\$180,200	
	OTHER PERSONNEL BENEFITS	\$30,000	001-06-517-0-104-52401
	HEALTH INSURANCE	\$45,000	001-06-517-0-104-52400
	EMPLOYEE WELLNESS	\$19,200	001-06-517-0-104-52520
	EMPLOYEE WELLNESS	\$3,500	001-06-517-0-104-52520
	L&I RETRO PROGRAM	\$35,000	001-06-517-0-104-52510
	EMPLOYEE RECOGNITION	\$7,500	001-06-517-0-104-52530
	UNEMPLOYMENT COMPENSATION	\$40,000	001-06-517-0-104-52700
PENSION & OTHER BENEFIT PAYMENTS TO RETIREES		\$127,000	
	HEALTH INSURANCE - RETIRED	\$20,000	001-06-517-0-103-52911
	HEALTH INSURANCE - RETIRED	\$72,000	001-06-517-0-103-52911
	MEDICAL CLAIMS - LEOFF I	\$35,000	001-06-517-0-103-52912
		\$959,198	

INFORMATION TECHNOLOGY

2024 Adopted Budget

Department Overview

The Information Technology Department provides a multifaceted set of technology services for the City of Mount Vernon. The department consists of two department divisions: the first is the Information Services Division, which handles all customer facing applications, service and project requests, end user assistance and training, and the deployment of hardware, software and cloud based applications. The second is the Network Operations Division, which handles the extensive, multifaceted, city network and fiber infrastructure, the wired and wireless networks that traverse the cities buildings, the city camera systems, the telecommunication system, network wide security and business continuity and disaster recovery. The Information Technology department lays the foundation for departmental growth with technology, standards and a shared knowledgebase. This is achieved by setting standards for software, hardware and cloud based applications, and by providing a common working environment that is reliable, secure and responsive.



Department Goals

1. Continue to improve the City's infrastructure through sound long range planning.
2. Increase the development of software and application skills offered to employees citywide.
3. Provide hardware and software tools and training necessary for each employee to do their job more efficiently.
4. Improve our efficiency through upgrades to our workstations, laptops, networking environment, server infrastructure and business continuity and cybersecurity planning.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
NETWORK SERVICES		\$702,925	
	CELLULAR PHONES	\$2,450	001-98-518-0-113-54212
	COMPUTER SOFTWARE	\$60,000	001-98-518-0-113-54915
	EDUCATION - TUITION & REGISTRATION	\$6,500	001-98-518-0-113-54982
	LABOR & INDUSTRIES	\$897	001-98-518-0-113-52300
	TECHNICAL CONSULTANTS	\$2,500	001-98-518-0-113-54140
	COMMUNICATION SERVICES	\$27,000	001-98-518-0-113-54214
	RETIREMENT	\$29,215	001-98-518-0-113-52200
	SOCIAL SECURITY	\$23,451	001-98-518-0-113-52100
	PROFESSIONAL SERVICES	\$4,000	001-98-518-0-113-54110
	SALARIES AND WAGES	\$306,554	001-98-518-0-113-51100
	OFFICE SUPPLIES	\$1,850	001-98-518-0-113-53110
	COMPUTER EQUIPMENT & SUPPLIES	\$25,000	001-98-518-0-113-53150
	REPAIRS & MAINTENANCE	\$9,000	001-98-518-0-113-54810
	REPAIRS & MAINTENANCE	\$23,000	001-98-518-0-113-54810
	HEALTH INSURANCE	\$54,858	001-98-518-0-113-52400
	TRAVEL	\$4,000	001-98-518-0-113-54310
	MAINTENANCE CONTRACT - SOFTWARE	\$66,000	001-98-518-0-113-54840
	OPERATING SUPPLIES	\$56,650	001-98-518-0-113-53111
INFORMATION TECHNOLOGY SERVICES		\$1,096,634	
	CELLULAR PHONES	\$2,700	001-98-518-0-112-54212
	SALARIES AND WAGES	\$428,589	001-98-518-0-112-51100
	SALARIES AND WAGES	\$21,600	001-98-518-0-112-51100
	SOCIAL SECURITY	\$32,787	001-98-518-0-112-52100
	MAINTENANCE CONTRACT - SOFTWARE	\$205,000	001-98-518-0-112-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$35,000	001-98-518-0-112-54840
	OFFICE SUPPLIES	\$3,000	001-98-518-0-112-53110
	COMPUTER SOFTWARE	\$37,800	001-98-518-0-112-54915
	COMPUTER SOFTWARE	\$8,000	001-98-518-0-112-54915
	EDUCATION - TUITION & REGISTRATION	\$7,000	001-98-518-0-112-54982
	LABOR & INDUSTRIES	\$1,195	001-98-518-0-112-52300
	TECHNICAL CONSULTANTS	\$2,500	001-98-518-0-112-54140
	EQUIPMENT RENTAL & RESERVE	\$209,827	001-98-518-0-112-54543
	RETIREMENT	\$39,704	001-98-518-0-112-52200
	OVERTIME	\$3,000	001-98-518-0-112-51300
	HEALTH INSURANCE	\$37,172	001-98-518-0-112-52400
	OPERATING SUPPLIES	\$500	001-98-518-0-112-53111
	OPERATING SUPPLIES	\$10,000	001-98-518-0-112-53111
	OPERATING SUPPLIES	\$4,000	001-98-518-0-112-53111
	TRAVEL	\$3,000	001-98-518-0-112-54310

Activity Description	Object Code Description	Amount	Account Number
	VEHICLE REPAIRS	\$1,260	001-98-518-0-112-54542
	REPAIRS & MAINTENANCE	\$3,000	001-98-518-0-112-54810
		\$1,799,559	



LIBRARY

2024 Adopted Budget

Department Overview

The Mount Vernon City Library was founded by The Civic Improvement Club around 1910. So, it makes sense that the library's primary mission through all of the mission statements, strategic plans, and vision documents is to simply "improve lives." in 2024 they will move into their new home the Mount Vernon Library Commons and start the next chapter of their operations.



Department Goals

2024 Strategic Plan:

The primary strategic goal of the library is to successfully move into the Mount Vernon Library Commons and change the department solely focused on learning to one more broadly focused on improving the civic lives of the people of Mount Vernon.

Divisions:

Youth Services: strives to nurture and empower all youth by inspiring a love of reading, sparking curiosity and joy of discovery, and providing access to information, knowledge, and diverse ideas. The programming and collection reflect a multicultural society and help fulfill the informational, recreational, cultural, and educational needs of youth birth-18, their families, and those who work with youth.

Public Services: is responsible for customer service, patron accounts, materials circulation, public access to internet stations, the public presentation of the facility, and enforcement of the code of conduct in the adult collection areas. The library's programming and collection aim to represent the people of Skagit Valley and support their business and educational needs.

Support Services: Provides back-end customer service to our patrons through ordering, cataloging, processing, and maintaining materials. The division also provides Inter-Library Loan service and technical support. The division manages business accounts, invoices, and cash management.

Outreach Services: is working to bring services outside the library and engage with underserved communities that face barriers to accessing library services in person. Outreach brings the library into diverse communities by partnering with organizations such as the school district, retirement and assisted living communities, Juvenile Detention, and many other community-based organizations to facilitate access to information and resources in our community.

All divisions of the library serve customers at desks, the phone, and through shelving materials.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
LIBRARY FACILITIES		\$4,952	
	OPERATING SUPPLIES	\$2,500	104-17-572-0-210-53111
	REPAIRS & MAINTENANCE	\$2,452	104-17-572-0-210-54810
LIBRARY CHARGES		\$1,305,092	
	CELLULAR PHONES	\$1,900	104-17-572-0-209-54212
	EQUIPMENT RENTAL & RESERVE	\$2,686	104-17-572-0-209-54543
	EDUCATION - TUITION & REGISTRATION	\$1,500	104-17-572-0-209-54982
	OFFICE SUPPLIES	\$4,000	104-17-572-0-209-53110
	OFFICE EQUIPMENT	\$1,500	104-17-572-0-209-53134
	MAINTENANCE CONTRACT - SOFTWARE - HORIZON	\$43,000	104-17-572-0-209-54861
	OPERATING SUPPLIES	\$14,000	104-17-572-0-209-53111
	PROFESSIONAL SERVICES	\$40,000	104-17-572-0-209-54110
	HEALTH INSURANCE	\$145,196	104-17-572-0-209-52400
	POSTAGE	\$2,900	104-17-572-0-209-54230
	TRAVEL	\$500	104-17-572-0-209-54310
	OTHER RENTALS	\$5,000	104-17-572-0-209-54547
	SALARIES AND WAGES	\$619,034	104-17-572-0-209-51100
	SALARIES - PART-TIME EMPLOYEES	\$235,966	104-17-572-0-209-51200
	RETIREMENT	\$70,387	104-17-572-0-209-52200
	MARKETING SERVICES	\$4,000	104-17-572-0-209-54188
	PROGRAMS	\$9,500	104-17-572-0-209-54155
	SALES EXCISE TAX - STATE	\$500	104-17-572-0-209-54484
	COMPUTER SOFTWARE	\$31,000	104-17-572-0-209-54915
	SOCIAL SECURITY	\$65,408	104-17-572-0-209-52100
	VEHICLE REPAIRS	\$40	104-17-572-0-209-54542
	LABOR & INDUSTRIES	\$6,575	104-17-572-0-209-52300
	PUBLIC EDUCATION	\$500	104-17-572-0-209-54186
CAPITAL EXPENDITURES - LIBRARIES		\$193,050	
	COMPUTER HARDWARE & EQUIPMENT	\$7,000	104-17-594-0-248-56415
	PERIODICALS	\$7,050	104-17-594-0-248-56482
	BOOKS - ENDOWMENTS	\$19,000	104-17-594-0-248-56481
	NON-PRINTED MATERIALS	\$25,000	104-17-594-0-248-56483
	DIGITAL CONTENT	\$75,000	104-17-594-0-248-56484
	BOOKS	\$60,000	104-17-594-0-248-56480
LIBRARY ADMINISTRATION		\$214,093	
	LABOR & INDUSTRIES	\$299	104-17-572-0-208-52300
	HEALTH INSURANCE	\$26,248	104-17-572-0-208-52400
	SALARIES AND WAGES	\$156,209	104-17-572-0-208-51100
	RETIREMENT	\$14,887	104-17-572-0-208-52200
	SOCIAL SECURITY	\$11,950	104-17-572-0-208-52100
	ADVERTISING	\$1,000	104-17-572-0-208-54182
	TRAVEL	\$2,500	104-17-572-0-208-54310
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$1,000	104-17-572-0-208-54980
		\$1,717,187	



MAYOR

2024 Adopted Budget

Department Overview

Per applicable RCW, the Mayor shall be the chief executive and administrative officer of the City, in charge of all departments and employees, with authority to designate assistants and department heads. The Mayor may appoint and remove a chief administrative officer or assistant administrative officer, if so provided by ordinance or charter. He shall see that all laws and ordinances are faithfully enforced and that law and order is maintained in the City, and shall have general supervision of the administration of City government and all City interests. All official bonds and bonds of contractors with the City shall be submitted to the Mayor or such person as he may designate for approval or disapproval. He shall see that all contracts and agreements made with the City or for its use and benefit are faithfully kept and performed, and to this end he may cause any legal proceedings to be instituted and prosecuted in the name of the City, subject to approval by majority vote of all members of the Council. The Mayor shall preside over all meetings of the City Council, when present, but shall have a vote only in the case of a tie in the votes of the Councilmembers with respect to matters other than the passage of any ordinance, grant, or revocation of franchise or license, or any resolution for the payment of money. He shall report to the Council concerning the affairs of the City and its financial and other needs, and shall make recommendations for Council consideration and action. He shall prepare and submit to the Council a proposed budget, as required by chapter [35A.33](#) RCW. The Mayor shall have the power to veto ordinances passed by the Council and submitted to him as provided in RCW [35A.12.130](#) but such veto may be overridden by the vote of a majority of all Councilmembers plus one more vote. The Mayor shall be the official and ceremonial head of the City and shall represent the City on ceremonial occasions, except that when illness or other duties prevent the Mayor's attendance at an official function and no Mayor pro tempore has been appointed by the Council, a member of the Council or some other suitable person may be designated by the Mayor to represent the City on such occasion.





Department Goals

1. Complete the Mount Vernon Library Commons construction project. Implement new Library operations.
2. Continue to work with all parties relative to any potential City campus transitions, including a review of the future facility needs for City Hall, Fire Station 1, Public Works, Safety remodels of Fire Station 3, and City Shop.
3. Oversee the planning and implementation of a Downtown Waterfront Sub Area Plan.
4. Engage with the public through regular in-person meetings, published materials, and multi-media channels for the purpose of community connection and transparency.
5. Continue to emphasize and work on City-wide Economic Development activities.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
EXECUTIVE OFFICE		\$553,311	
	OFFICE SUPPLIES	\$3,000	001-03-513-0-094-53110
	POSTAGE	\$100	001-03-513-0-094-54230
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$2,000	001-03-513-0-094-54980
	SKAGIT COUNCIL OF GOVERNMENTS	\$32,538	001-03-513-0-094-55120
	LABOR & INDUSTRIES	\$1,494	001-03-513-0-094-52300
	SOCIAL SECURITY	\$27,427	001-03-513-0-094-52100
	TRAVEL	\$3,000	001-03-513-0-094-54310
	CELLULAR PHONES	\$1,500	001-03-513-0-094-54212
	DISCRETIONARY EXPENSES	\$3,000	001-03-513-0-094-54977
	SALARIES - PART-TIME EMPLOYEES	\$11,868	001-03-513-0-094-51200
	RETIREMENT	\$32,985	001-03-513-0-094-52200
	NEWSLETTER & COMMUNITY DEVELOPMENT	\$2,000	001-03-513-0-094-54967
	SALARIES AND WAGES	\$346,656	001-03-513-0-094-51100
	HEALTH INSURANCE	\$78,743	001-03-513-0-094-52400
	OFFICE EQUIPMENT	\$3,000	001-03-513-0-094-53134
	EDUCATION - TUITION & REGISTRATION	\$4,000	001-03-513-0-094-54982
		\$553,311	



MUNICIPAL COURT

2024 Adopted Budget

Department Overview

The Municipal Court's function is to effectively, efficiently and expeditiously perform case management and disposition. It records all statistical and financial data for state reporting. Mount Vernon Municipal Court contracts with Skagit County District Court for three court clerk positions and for court judicial administrative services.



Department Goals

1. To continue to work cooperatively with Skagit County District Court to provide for a high functioning Municipal Court.
2. To maintain a high level of customer service to the public.
3. To remain current on the workload.
4. To dispense justice in an expeditious, efficient and effective manner.
5. To remain the storehouse of information for criminal history data dissemination as required by law.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
MUNICIPAL COURT		\$580,600	
	MAINTENANCE CONTRACT - SOFTWARE	\$3,000	001-02-512-0-093-54840
	PROFESSIONAL SERVICES	\$63,350	001-02-512-0-093-54110
	PETIT JURY & WITNESS FEES	\$1,200	001-02-512-0-093-54988
	POSTAGE	\$7,000	001-02-512-0-093-54230
	MACHINE RENTAL	\$7,000	001-02-512-0-093-54544
	OFFICE SUPPLIES	\$9,000	001-02-512-0-093-53110
	SKAGIT COUNTY DISTRICT COURT	\$490,050	001-02-512-0-093-55115
PROBATION & PAROLE SERVICES		\$52,000	
	PROBATION SERVICES	\$52,000	001-02-523-0-135-54156
		\$632,600	

NON-DEPARTMENTAL - EXPENSES

2024 Adopted Budget

Department Overview

The non-departmental budget (001-99) provides an accounting mechanism to charge city-wide common expenses such as risk management or other expenses which are not associated with any particular department.

The non-departmental budget includes the City's public defense and Skagit 911 Center budget.

Each city department is fully funded individually for all employee's salaries and benefits. The City utilizes this account to offset a 4% vacancy savings amount for all general governmental funds salaries, wages and benefits.



Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
LEGAL INSURANCE		\$264,394	
	SELF INSURANCE RESERVE	\$50,000	001-99-518-0-110-54620
	LIABILITY INSURANCE PSCIA	\$214,394	001-99-518-0-110-54630
ECONOMIC DEVELOPMENT		\$40,000	
	MV DOWNTOWN ASSOCIATION	\$40,000	001-99-558-0-189-54906
911 CENTER		\$742,735	
	911 CENTER	\$742,735	001-99-528-0-143-55140
ELECTION SERVICES - AUDITOR		\$20,000	
	ELECTION SERVICES - AUDITOR	\$20,000	001-99-514-0-096-55110
SKAGIT COUNTY EMERGENCY SERVICES		\$44,714	
	SKAGIT COUNTY EMERGENCY SERVICES	\$44,714	001-99-525-0-138-55122
LEGAL SERVICES - GENERAL INDIGENT DEFENSE		\$550,000	
	PROFESSIONAL SERVICES	\$50,000	001-99-515-0-102-54110
	PUBLIC DEFENSE - CONTRACT	\$500,000	001-99-515-0-102-54138
OTHER ENVIRONMENTAL SERVICES		\$17,750	
	NW AIR POLLUTION AUTHORITY	\$17,750	001-99-554-0-180-54904
VOTER REGISTRATION - AUDITOR		\$75,000	
	VOTER REGISTRATION - AUDITOR	\$75,000	001-99-514-0-097-55111
CHEMICAL DEPENDENCY SERVICES		\$10,520	
	ALCOHOL REHABILITATION PROGRAM	\$10,520	001-99-561-0-199-55218
OPERATING TRANSFERS - OUT		\$125,000	
	OPERATING TRANSFERS - OUT	\$100,000	001-99-597-0-256-50100
	OPERATING TRANSFERS - OUT	\$15,000	001-99-597-0-256-50100
	OPERATING TRANSFERS - OUT	\$10,000	001-99-597-0-256-50100

Activity Description	Object Code Description	Amount	Account Number
		\$1,890,113	



Parks & Enrichment Services

2024 Adopted Budget

Department Overview

Parks, recreation, and enrichment services are essential services to the community. The department plays an important role in establishing and maintaining a high quality of life in the community, ensuring health and wellness of families and youth, and contributing to the environmental and economic well-being of the community. The Parks and Enrichment Services Department operates, maintains, and manages the City's vast park system, many recreation activities and community events and a City Work Program (CWP) through its divisions as described below.



Administrative Division:

The Administrative Division directs and supervises all aspects of the Parks and Enrichment Services Department to include operations, procedures, capital projects, policies, and facility management. Responsibilities include overseeing the department budget, planning, design, construction, renovation, and maintenance of park facilities; recreation services, operating and capital budgets, department advertising and promotion, research grant funding and community partners to assist in accomplishing department wide efforts. The Division also manages all office operations to include customer service to patrons, volunteers, other city departments and civic organizations; coordinates all facility and field rentals; processes all recreation program registrations; processes all city special event applications; assists with marketing to include social media; coordinates and manages all the department contracts; and coordinates and tracks all staff training. Staff also supports and provides leadership to the Mount Vernon Arts Commission and takes a lead role in the development of the biannual Activity Guide.

Enrichment/Recreation Services Division:

This Division is responsible for planning, organizing, and conducting a wide variety of recreation activities and events which enhances the quality of life for the citizens of Mount Vernon. In 2023 more than 40 different types of recreation classes/activities were offered with over 190 different sessions offered. The Division also coordinates eight (8) different community events. The goal is to offer a variety of classes/activities and events each year to engage the whole community. Classes/activities and events have different focuses to reach a variety of ages and interests from health and fitness, sports, skill development, the arts, camps, and community connections. Staff also manages the department volunteer programs for parks to include department led volunteer events, school volunteer programs, business partnerships and a park stewardship program. The Enrichment/Recreation Division plays a key role in marketing and advertising the many fun offerings to the community through a variety of mediums, social media, flyers, posters, radio, and the development of the biannual Activity Guide.

Parks Operations Division:

This Division is responsible for the care and maintenance of all Mount Vernon Parks, open spaces, facilities, and the downtown corridor to include Pine Square, the Riverwalk, and the Plaza on the Riverwalk. The Parks Division is comprised by three work groups, Grounds, Facilities, and Maintenance/CWP. The Division maintains 866 acres of parkland, which includes 18 park and open space areas, and 25 miles of heavily used paths and trails and more than 6 landscaped sites. Routine maintenance and repairs are made to restroom facilities (9), playgrounds (11), athletic fields (10), basketball (6), tennis (2), pickleball courts (6), a skateboard facility, a dog park, picnic shelters (10), fencing, trails, foot bridges, buildings, and parking lots (5). There are also three residential rental properties and three rental facilities the Division maintains. The Division is also responsible for the care and maintenance of City owned street trees throughout the city, performs tree, turf and landscape maintenance, snow

and ice removal at park sites, provides tree assessments, performs tree work and oversees contract tree work, conducts regular playground inspections and inspections of all facilities to identify maintenance needs. The Division also provides support to the enrichment/recreation Division as needed for events such as the 4th of July, Youth Arts Festival, and volunteer activities. The Parks Division performs a variety of skilled tasks such as pouring and laying concrete, plumbing, landscaping, electrical, construction, and the operation of heavy equipment.



Department Goals

1. Community Connection:

- a. Analyze and adapt to changing community needs
- b. Respond to user expectations
- c. Foster partnerships and volunteerism
- d. Strengthen community awareness and understanding of the full range of benefits and services

2. Operational Excellence

- a. Reduce accessibility barriers to parks and programs
- b. Provide exceptional parks and recreation services, and customer service
- c. Improve business practices and planning processes
- d. Evaluate organizational roles and responsibilities
- e. Expand marketing and public information

3. Financial Stewardship

- a. Take care of what we have
- b. Invest in the future
- c. Leverage technology and partnerships
- d. Pursue grant opportunities

4. Vested and Prepared Workforce

- a. Develop leaders
- b. Encourage creativity and innovation
- c. Think strategically

Personnel Staffing Summary

Full-Time: Actual 2021 Actual 2022 Recommend 2023

Parks & Enrichment Services Director - Actual 2022 - 1; Actual 2023 - 1; Recommend 2023 - 1

Parks Operations Supervisor - Actual 2022 - 1; Actual 2023 - 1; Recommend 2023 - 1

Recreation Coordinator - Actual 2022 - 2; Actual 2023 - 2; Recommend 2023 - 2

Parks Foreman - Actual 2022 - 3; Actual 2023 - 3; Recommend 2023 - 3

Parks Maintenance Worker - Actual 2022 - 6; Actual 2023 - 6; Recommend 2023 - 6

Senior Office Assistant - Actual 2022 - 1; Actual 2023 - 1; Recommend 2023 - 1

Office Assistant II - Actual 2022 - 1; Actual 2023 - 1; Recommend 2023 - 1

Recreation Leader - Actual 2022 - 0; Actual 2023 - 0; Recommend 2023 - 1

Full Time Staff Totals

2022 - 15

2023 - 15

2024 - 16 (Proposed)

Part-Time:

Parks Maintenance Technician - Actual 2022 - 3; Actual 2023 - 3; Recommend 2023 - 5

Facility Monitors (on-call) - Actual 2022 - 4; Actual 2023 - 3; Recommend 2023 - 5

YGAP Supervisors (Work 1 day a month) - Actual 2022 - 2; Actual 2023 - 1; Recommend 2023 - 1
 Recreation Seasonal Staff (Rec Leaders & Aides) - Actual 2022 - 7; Actual 2023 - 11; Recommend 2023 - 8
 Parks Seasonal Staff (6-mon & 3-mon) Actual 2022 - 6; Actual 2023 - 5; Recommend 2023 - 5

Part-Time Totals

2022 - 22
 2023 - 23
 2024 - 24 (Proposed)

Service Measures

Recreation Participation: (number of registered participants) -Actual 2022 - 1,199; Projected 2023 -2,185; Estimated 2024 -2,600
 Facility Rentals: (number of days booked) - Actual 2022 - 1,186; Projected 2023 -1,687; Estimated 2024 -1,900
 Total Parks Acres Maintained - Actual 2022 - 866; Projected 2023 -866; Estimated 2024 -866
 Community Service Hours - Actual 2022 - 0; Projected 2023 -400; Estimated 2024 -600
 Volunteer Hours - Actual 2022 - 2,046; Projected 2023 -1,900; Estimated 2024 -2,000

Overall, the Department Service Measures were still slightly impacted by the pandemic in 2022, but numbers are returning to and exceeding pre-pandemic totals in some areas for 2023. The City Work Program was not operational until 2023, the numbers are low but gaining more interest as the year goes on. Facility rentals were fully opened to the community in 2022 however, still had cancellations due to COVID and hesitant customers. Rentals have returned to use equal to the pre-pandemic levels. Recreation program offerings were slightly impacted in 2022, however in 2023 programs are exceeding pre-pandemic levels. There has been a 200% increase in the number of offerings from 2019.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
CULTURE & RECREATION - SERVICES		\$414,690	
	SALARIES AND WAGES	\$145,157	103-16-571-0-206-51100
	OVERTIME	\$5,000	103-16-571-0-206-51300
	OFFICE SUPPLIES	\$800	103-16-571-0-206-53110
	ADVERTISING	\$2,450	103-16-571-0-206-54182
	SALARIES - PART-TIME EMPLOYEES	\$123,926	103-16-571-0-206-51200
	SOCIAL SECURITY	\$12,810	103-16-571-0-206-52100
	OPERATING SUPPLIES	\$14,900	103-16-571-0-206-53111
	DUES CONFERENCE & TUITION	\$700	103-16-571-0-206-54912
	RETIREMENT	\$13,302	103-16-571-0-206-52200
	TRAVEL	\$1,730	103-16-571-0-206-54310
	PROFESSIONAL SERVICES	\$35,000	103-16-571-0-206-54110
	LABOR & INDUSTRIES	\$22,098	103-16-571-0-206-52300
	HEALTH INSURANCE	\$33,217	103-16-571-0-206-52400
	MINOR TOOLS & EQUIPMENT	\$3,600	103-16-571-0-206-53500
PARK FACILITIES - GENERAL PARKS		\$1,938,019	
	UNIFORMS & CLOTHING	\$6,500	103-16-576-0-213-52820
	OPERATING SUPPLIES - GRAFFIT/VANDALIZATION	\$1,500	103-16-576-0-213-53155
	OPERATING SUPPLIES - GRAFFIT/VANDALIZATION	\$1,500	103-16-576-0-213-53155
	OPERATING SUPPLIES - GRAFFIT/VANDALIZATION	\$7,000	103-16-576-0-213-53155
	MINOR TOOLS & EQUIPMENT	\$8,000	103-16-576-0-213-53500
	LABOR & INDUSTRIES	\$34,042	103-16-576-0-213-52300
	PROFESSIONAL SERVICES	\$5,000	103-16-576-0-213-54110
	PROFESSIONAL SERVICES	\$800	103-16-576-0-213-54110
	PROFESSIONAL SERVICES	\$600	103-16-576-0-213-54110
	PROFESSIONAL SERVICES	\$1,000	103-16-576-0-213-54110
	PROFESSIONAL SERVICES	\$2,000	103-16-576-0-213-54110

Activity Description	Object Code Description	Amount	Account Number
	PROFESSIONAL SERVICES	\$24,000	103-16-576-0-213-54110
	PROFESSIONAL SERVICES	\$4,000	103-16-576-0-213-54110
	PROFESSIONAL SERVICES	\$35,000	103-16-576-0-213-54110
	MACHINE RENTAL	\$6,000	103-16-576-0-213-54544
	REPAIRS & MAINTENANCE	\$2,000	103-16-576-0-213-54810
	REPAIRS & MAINTENANCE - FACILITIES	\$8,000	103-16-576-0-213-54835
	REPAIRS & MAINTENANCE - FACILITIES	\$6,000	103-16-576-0-213-54835
	REPAIRS & MAINTENANCE - FACILITIES	\$11,000	103-16-576-0-213-54835
	SOCIAL SECURITY	\$63,693	103-16-576-0-213-52100
	RETIREMENT	\$83,140	103-16-576-0-213-52200
	HEALTH INSURANCE	\$171,351	103-16-576-0-213-52400
	MINOR TOOLS & EQUIPMENT - GROUNDS	\$4,800	103-16-576-0-213-53501
	MINOR TOOLS & EQUIPMENT - GROUNDS	\$500	103-16-576-0-213-53501
	MINOR TOOLS & EQUIPMENT - GROUNDS	\$3,000	103-16-576-0-213-53501
	MINOR TOOLS & EQUIPMENT - GROUNDS	\$700	103-16-576-0-213-53501
	MINOR TOOLS & EQUIPMENT - GROUNDS	\$500	103-16-576-0-213-53501
	MINOR TOOLS & EQUIPMENT - GROUNDS	\$500	103-16-576-0-213-53501
	MINOR TOOLS & EQUIPMENT - GROUNDS	\$700	103-16-576-0-213-53501
	MINOR TOOLS & EQUIPMENT - FACILITIES	\$3,600	103-16-576-0-213-53502
	MINOR TOOLS & EQUIPMENT - FACILITIES	\$2,500	103-16-576-0-213-53502
	MINOR TOOLS & EQUIPMENT - FACILITIES	\$3,000	103-16-576-0-213-53502
	MINOR TOOLS & EQUIPMENT - FACILITIES	\$2,000	103-16-576-0-213-53502
	MINOR TOOLS & EQUIPMENT - FACILITIES	\$3,000	103-16-576-0-213-53502
	MINOR TOOLS & EQUIPMENT - FACILITIES	\$2,500	103-16-576-0-213-53502
	MINOR TOOLS & EQUIPMENT - FACILITIES	\$500	103-16-576-0-213-53502
	OPERATING SUPPLIES - MEMORIALS	\$4,000	103-16-576-0-213-53157
	MINOR TOOLS & EQUIPMENT - TRAILS	\$5,000	103-16-576-0-213-53503
	LEASEHOLD EXCISE TAX PAYMENTS	\$5,000	103-16-576-0-213-54400
	VEHICLE REPAIRS	\$29,868	103-16-576-0-213-54542
	OPERATING SUPPLIES - TRAILS	\$2,000	103-16-576-0-213-53153
	OPERATING SUPPLIES - TRAILS	\$500	103-16-576-0-213-53153
	OPERATING SUPPLIES - TRAILS	\$500	103-16-576-0-213-53153
	OPERATING SUPPLIES - TRAILS	\$1,500	103-16-576-0-213-53153
	DUES CONFERENCE & TUITION	\$350	103-16-576-0-213-54912
	DUES CONFERENCE & TUITION	\$1,000	103-16-576-0-213-54912
	DUES CONFERENCE & TUITION	\$1,200	103-16-576-0-213-54912
	DUES CONFERENCE & TUITION	\$150	103-16-576-0-213-54912
	DUES CONFERENCE & TUITION	\$400	103-16-576-0-213-54912
	DUES CONFERENCE & TUITION	\$750	103-16-576-0-213-54912
	DUES CONFERENCE & TUITION	\$1,500	103-16-576-0-213-54912
	LAUNDRY	\$2,600	103-16-576-0-213-54913
	OPERATING SUPPLIES - FACILITIES	\$3,400	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$5,000	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$2,000	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$2,000	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$1,000	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$7,000	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$1,700	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$1,000	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$3,500	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$2,000	103-16-576-0-213-53152
	OPERATING SUPPLIES - FACILITIES	\$1,000	103-16-576-0-213-53152
	WASTE DISPOSAL - SELF CONTAINED	\$9,000	103-16-576-0-213-54130
	TRAVEL	\$2,300	103-16-576-0-213-54310
	EQUIPMENT RENTAL & RESERVE	\$298,260	103-16-576-0-213-54543
	TRAIL MAINTENANCE	\$15,000	103-16-576-0-213-54825
	TRAIL MAINTENANCE	\$14,000	103-16-576-0-213-54825
	VANDALISM REPAIRS	\$2,000	103-16-576-0-213-54827
	REPAIRS & MAINTENANCE - GROUNDS	\$6,500	103-16-576-0-213-54834
	REPAIRS & MAINTENANCE - GROUNDS	\$6,200	103-16-576-0-213-54834
	SALARIES AND WAGES	\$771,573	103-16-576-0-213-51100
	OVERTIME	\$6,000	103-16-576-0-213-51300
	OPERATING SUPPLIES - GROUNDS	\$1,500	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$3,200	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$2,500	103-16-576-0-213-53151

Activity Description	Object Code Description	Amount	Account Number
	OPERATING SUPPLIES - GROUNDS	\$6,500	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$3,000	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$1,000	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$1,500	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$1,200	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$1,700	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$1,200	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$10,000	103-16-576-0-213-53151
	OPERATING SUPPLIES - GROUNDS	\$1,000	103-16-576-0-213-53151
	SALARIES - PART-TIME EMPLOYEES	\$144,542	103-16-576-0-213-51200
	OPERATING SUPPLIES	\$2,000	103-16-576-0-213-53111
	OPERATING SUPPLIES	\$3,500	103-16-576-0-213-53111
	OPERATING SUPPLIES	\$15,000	103-16-576-0-213-53111
	OPERATING SUPPLIES	\$3,500	103-16-576-0-213-53111
	OPERATING SUPPLIES	\$5,500	103-16-576-0-213-53111
	OPERATING SUPPLIES	\$1,500	103-16-576-0-213-53111
	OPERATING SUPPLIES	\$1,500	103-16-576-0-213-53111
CULTURE & RECREATION - EAGLE ROCK CHALLENGE COURSE		\$1,000	
	REPAIRS & MAINTENANCE	\$1,000	103-16-571-0-207-54810
CULTURE & RECREATION - SPECIAL EVENTS		\$44,200	
	OPERATING SUPPLIES	\$14,600	103-16-571-0-205-53111
	ADVERTISING	\$4,300	103-16-571-0-205-54182
	OTHER RENTALS	\$10,000	103-16-571-0-205-54547
	MINOR TOOLS & EQUIPMENT	\$2,700	103-16-571-0-205-53500
	PROFESSIONAL SERVICES	\$12,000	103-16-571-0-205-54110
	DUES CONFERENCE & TUITION	\$600	103-16-571-0-205-54912
OPERATING TRANSFERS - OUT		\$65,610	
	OPERATING TRANSFERS - OUT	\$65,362	103-16-597-0-256-50100
	OPERATING TRANSFERS - OUT	\$248	103-16-597-0-256-50100
CULTURE & RECREATION - ADMINISTRATION		\$537,683	
	SALARIES AND WAGES	\$324,977	103-16-571-0-202-51100
	ACTIVE FEES	\$16,000	103-16-571-0-202-54111
	HEALTH INSURANCE	\$49,099	103-16-571-0-202-52400
	OFFICE SUPPLIES	\$4,000	103-16-571-0-202-53110
	OPERATING SUPPLIES	\$1,500	103-16-571-0-202-53111
	ADVERTISING	\$1,900	103-16-571-0-202-54182
	ADVERTISING	\$500	103-16-571-0-202-54182
	ADVERTISING	\$250	103-16-571-0-202-54182
	ADVERTISING	\$250	103-16-571-0-202-54182
	ADVERTISING	\$2,000	103-16-571-0-202-54182
	ADVERTISING	\$2,000	103-16-571-0-202-54182
	CELLULAR PHONES	\$14,000	103-16-571-0-202-54212
	RETIREMENT	\$30,580	103-16-571-0-202-52200
	UNIFORMS & CLOTHING	\$400	103-16-571-0-202-52820
	LABOR & INDUSTRIES	\$3,884	103-16-571-0-202-52300
	PROFESSIONAL SERVICES	\$2,000	103-16-571-0-202-54110
	PROFESSIONAL SERVICES	\$4,000	103-16-571-0-202-54110
	TRAVEL	\$1,000	103-16-571-0-202-54310
	TRAVEL	\$250	103-16-571-0-202-54310
	TRAVEL	\$300	103-16-571-0-202-54310
	TRAVEL	\$500	103-16-571-0-202-54310
	SALARIES - PART-TIME EMPLOYEES	\$24,768	103-16-571-0-202-51200
	SOCIAL SECURITY	\$26,755	103-16-571-0-202-52100
	POSTAGE	\$6,500	103-16-571-0-202-54230
	POSTAGE	\$1,000	103-16-571-0-202-54230
	PRINTING	\$8,000	103-16-571-0-202-54911
	DUES CONFERENCE & TUITION	\$735	103-16-571-0-202-54912
	DUES CONFERENCE & TUITION	\$950	103-16-571-0-202-54912
	DUES CONFERENCE & TUITION	\$345	103-16-571-0-202-54912
	DUES CONFERENCE & TUITION	\$155	103-16-571-0-202-54912
	DUES CONFERENCE & TUITION	\$165	103-16-571-0-202-54912
	DUES CONFERENCE & TUITION	\$120	103-16-571-0-202-54912
	DUES CONFERENCE & TUITION	\$350	103-16-571-0-202-54912
	DUES CONFERENCE & TUITION	\$1,950	103-16-571-0-202-54912
	MACHINE RENTAL	\$6,500	103-16-571-0-202-54544

Activity Description	Object Code Description	Amount	Account Number
		\$3,001,202	



POLICE DEPARTMENT

2024 Adopted Budget

Department Overview

The Police Department's mission is to consistently seek and find ways to affirmatively promote, preserve, and deliver a feeling of security, safety, and productive, quality service to citizens and visitors of the community. For years, the Police Department built plans around the strategic principles of prevention, exchange, adaptability and shared responsibility. These principles complement the established approach and priorities of the City and its City Council. Furthermore, they have helped solidify the interactions between police, the public, and the various City departments. The Department's philosophical approach to doing business requires the direct involvement of residents and business owners in identifying and solving problems related to crime, fear of crime, and neighborhood degradation. The Department focuses on a number of key priorities intended to have the greatest chance of impacting outcomes in a desired way. These priorities include rapid response to emergencies, aggressive crime fighting, high visibility, partnering in neighborhood problem solving, creating an atmosphere of trust, transparency, and fairness, emphasizing prevention as the central strategy of operations, and adherence to strict standards of conduct and ethics. These strategies and priorities have served as the foundation for policy development, organizational structure and function, resource allocation and operations.





Department Goals

Department Mission:

To consistently seek and find ways to affirmatively promote, preserve, and deliver a feeling of security, safety, and productive, quality services to citizens and visitors of our community.

Department Goals:

1. To decrease the amount of actual and perceived criminal activity and other threats to public safety.
2. To deliver the type of police service consistent with community needs and the ideals of contemporary policing practices.
3. To create community-wide awareness of crime problems and methods of increasing police and resident ability to deal with actual and/or potential criminal activity.
4. To maintain a commitment to community-based policing principles as an effective means to attaining the Department Mission and ultimately the Department Vision.
5. To recognize no two neighborhoods are exactly alike and to design our policing function, approaches, and deployment to meet the needs of each neighborhood.

Organization Profile:

To best provide our public with meaningful service, safety, and security, the Department continually evaluates and adjusts the organizational structure. The Department has a traditional rank structure or chain of command; however, it manages its responsibilities with fewer bureaucratic tiers. Operational decisions are made at all levels. A supervisor's role is essentially that of a quality control manager and not simply a final voice of approval for staff decisions. Employees at all levels are trained and expected to make quality decisions that will contribute to improved neighborhood conditions and overall safety for all citizens and visitors.

The Department is comprised of two functional areas, or bureaus. These Bureaus (Operations and Services) are each comprised of three Divisions. Division-level oversight is the responsibility of mid-managers; in most cases lieutenants. To accomplish the current level of service, the Department maintains a workforce of 46 commissioned officers, 3 limited commission officers, 1 park ranger, 10 support staff, 4 social workers, 1 social worker supervisor and over 50 volunteers.

Budget Narrative:

The Police Department budget is arranged by Divisions for more effective fiscal accountability. Each Division Manager monitors and adjusts operations and programs as the fiscal year progresses and by doing so looks to eliminate surprise shortfalls. The 2024 budget reflects the continued recovery from COVID-19, legislative police reform policy and the costs of maintaining programs and operational capability expected from the community. It also includes attention to vital pieces of police equipment that have reached the end of their useful life and need replacement. Neighborhoods are micro communities that form our city and we are intentional with strategies to reduce decay, disorder and criminal behaviors in these areas.

The preliminary budget is developed in a fiscally conservative tone based on goals and objectives developed during the annual planning process and consideration for the city and department strategic plans. A zero-based budget approach has been taken for many years and Division Managers justify all programs and operational needs.

Innovating Outreach Services

Approximately 25-27% of the police department's service call response is linked to behavioral health demanding significant time, specialized knowledge and skills. The department has made a paradigm shift from traditional police officer response to behavioral health/unhoused problems by increasing embedded social workers within our operations. Integrated Outreach Services has received referral from or assisted police officers in 195 instances and provided response in place of a police officer 47 times in the first half of 2023. Outreach Specialists provide access to field medicine, substance use evaluation licensing, and Supervisory oversight to augment or replace traditional police response and create customized care/recovery plans. The goal to reduce crime, crime fears and improve life quality by transferring "public health" problems out of public safety and into appropriate care systems (mental health, substance abuse, medical healthcare, etc.) has materialized in several cases involving high service utilizers.

Recruiting/Retention

Recruiting to fill staffing shortages continues to be a high priority. The department currently has 7 vacant Commissioned Police Officer Positions with 3 in the academy or waiting to go. Loss of these positions affect short and long-term crime reduction strategies like our T.E.A.M. program, K9, Traffic Unit, officers assigned to neighborhood zones and supervision necessary for oversight. Police reform calls reinforced the need to attract recruits with the traits, characteristics and skills to police our community effectively. Finding these individuals takes patience, creativity, responsiveness and thoughtful review. This is not an easy task, but it's even more difficult with differing public views about the police profession, historically high employment rates, strict hiring standards, and generational factors. Even though the Department struggles to fill vacant positions, we will not lower our hiring standards in our search for exemplary candidates.

Records Management

In 2022, nearly 1195 hours were spent processing public record requests (1165). Through July 2023, 889 record requests have been logged and over 1000 hours of staff time has been spent. This equates to a half-time staff member dedicated to a single police records task. Records staff are also responsible for processing police reports (6400), firearm permit background checks (1150), protection orders (750), arrest warrants (1246), file purging (59,224-2022) and more. Workload has increased from changes in state law requiring us to add body worn cameras also addressing the court back-log resulting from COVID-19 closures. Progress made purging dated records has begun to suffer because staff time has had to be more reactionary to records requests. Additional staff dedicated to the public records function provides greater expertise, efficiency in processing and potential to assist other city departments who don't have the volume/experience of PDR's

Employee Wellness & Technology To Improve Performance

Employee Wellness

Northwest Incident Support - provides physical, emotional and spiritual support to community members in crisis and first responders who serve them. NWIS helps coordinate behavioral health response with our Peer Support Team, clinical support and other resources when our staff and their families are affected from work-related incidents. A contract for services with NWIS will provide on-call support, training, grant opportunities and more. MVFD is also contracting with NWIS for first responder services and this would complement that.

Work Performance Improving Technology

Crime Scene Measuring & Mapping - Frontier Precision Trimble Forensic Kit is a simple "point and shoot" measuring device comprised of a GPS location collector and receiver. It allows investigators to document a scene much more quickly which is important for evidence preservation. It also reduces the need for calling other agencies for measuring and mapping services which can take hours or even the next day. The first

quarter of 2023 had multiple drive-by shooting crimes where bullet fragments, casings, evidence debris, vehicles and victims could span several blocks.

Public Disclosure Billing and Redaction Software - Our experience to date providing redacted body worn camera video requests has found the process highly time consuming and cumbersome in part because of the software and learning time. A redaction software has been identified that has simplified the tools to improve learning and redaction work time. Additionally, a billing software model that will be used by other Departments streamlines the billing process for PDR requests.

Drone Technology - Currently Skagit County does not have a K9 available and they must be called from neighboring counties. This has accelerate the need to explore drone technology for searching, containment and tactical incidents. Research has begun to build a comprehensive drone program however we know an element of this will involve units that can be used for interior spaces like homes, businesses, warehouses, etc. The tactical drone unit we hope to employ is built specific for interior navigation, offers a speaker and two-way communication so the drone can help negotiate with people inside and has FLIR (Forward Looking Infrared) technology used to create an infrared image of a room or area. This reduces officer exposure to threats and provides greater ability to search and communicate with criminal adversaries or persons in crisis.

Firearm Siting Technology - Department issued handguns come with fixed iron sites however technology has advanced to replace these with electronic, red dot technology that offers improved accuracy, better sight picture and faster target acquisition. Similar technology is currently on our issued rifles and has proven to be more effective. Department firearm instructors have been researching, testing and evaluating different electronic siting systems to improve handgun accuracy given officers come with different firearm experience levels. This technology which comes with an equipment and training cost but we believe the benefits will outweigh.

Fleet Police Vehicles and Command Vehicle

Supply chain issues continue to present challenges for replacing vehicles. For the past two years, we've had to extend vehicle use because replacements were not available by the manufacture. For 2024:

Three (3) frontline patrol vehicles and one (1) Community Service Officer utility van are carry overs from 2023. These were budgeted however supply chain issues prevented purchase/delivery until 2024.

Two (2) Criminal Investigation vehicles and one (1) Integrated Outreach Services vehicle were scheduled for rotation in 2024. These are hybrid vehicles with a base-cost of approximately \$7,000 more per vehicle. The IOS vehicle rotation is a surplus Jeep rotated off-line by the Fire Department approximately six years ago and used by our Outreach Coordinator. Its served its useful life.

Command Vehicle - This project remains a long-term priority. The contractor, Nomad, refreshed the bid July 23, 2023 holding the cost below (COLA 2.04% increase) at \$717,816.12 (\$659,757.46 plus \$58,058.66 tax). There are different purchase options ranging from outright purchase to a 10-year lease option with price discounts included. Nomad would not begin building the vehicle until 2024 and its a 16-18 month timeframe to receive the vehicle.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
NEIGHBORHOOD POLICING		\$519,554	
	SALARIES AND WAGES	\$365,295	001-08-521-0-120-51100
	RETIREMENT	\$18,900	001-08-521-0-120-52200
	LABOR & INDUSTRIES	\$9,808	001-08-521-0-120-52300
	TRANSLATOR	\$250	001-08-521-0-120-54150

Activity Description	Object Code Description	Amount	Account Number
	LAUNDRY	\$675	001-08-521-0-120-54913
	OVERTIME	\$25,000	001-08-521-0-120-51300
	UNIFORMS	\$1,250	001-08-521-0-120-52821
	REPAIRS & MAINTENANCE	\$400	001-08-521-0-120-54810
	SOCIAL SECURITY	\$27,178	001-08-521-0-120-52100
	PUBLIC UTILITY SERVICES	\$4,400	001-08-521-0-120-54700
	HEALTH INSURANCE	\$62,298	001-08-521-0-120-52400
	OPERATING SUPPLIES	\$1,600	001-08-521-0-120-53111
	OPERATING SUPPLIES	\$1,250	001-08-521-0-120-53111
	OPERATING SUPPLIES	\$750	001-08-521-0-120-53111
	OPERATING SUPPLIES	\$250	001-08-521-0-120-53111
	OPERATING SUPPLIES	\$250	001-08-521-0-120-53111
ANIMAL SERVICES		\$125,685	
	SALARIES AND WAGES	\$78,580	001-08-554-0-179-51100
	SOCIAL SECURITY	\$6,011	001-08-554-0-179-52100
	REPAIRS & MAINTENANCE	\$150	001-08-554-0-179-54810
	HEALTH INSURANCE	\$9,803	001-08-554-0-179-52400
	RETIREMENT	\$7,184	001-08-554-0-179-52200
	LAUNDRY	\$500	001-08-554-0-179-54913
	OPERATING SUPPLIES	\$900	001-08-554-0-179-53111
	EDUCATION - TUITION & REGISTRATION	\$1,000	001-08-554-0-179-54982
	OVERTIME	\$500	001-08-554-0-179-51300
	LABOR & INDUSTRIES	\$1,792	001-08-554-0-179-52300
	TRAVEL	\$300	001-08-554-0-179-54310
	VEHICLE REPAIRS	\$707	001-08-554-0-179-54542
	UNIFORMS & CLOTHING	\$1,000	001-08-554-0-179-52820
	ANIMAL CARE & DISPOSAL	\$12,000	001-08-554-0-179-54126
	EQUIPMENT RENTAL & RESERVE	\$5,258	001-08-554-0-179-54543
DRUG UNIT		\$169,976	
	SOCIAL SECURITY	\$9,695	001-08-521-0-119-52100
	LABOR & INDUSTRIES	\$3,269	001-08-521-0-119-52300
	HEALTH INSURANCE	\$19,346	001-08-521-0-119-52400
	SALARIES AND WAGES	\$130,082	001-08-521-0-119-51100
	RETIREMENT	\$6,584	001-08-521-0-119-52200
	OVERTIME	\$1,000	001-08-521-0-119-51300
PARK RANGER		\$114,271	
	SALARIES AND WAGES	\$81,359	001-08-521-0-122-51100
	LABOR & INDUSTRIES	\$1,792	001-08-521-0-122-52300
	SOCIAL SECURITY	\$6,224	001-08-521-0-122-52100
	UNIFORMS	\$750	001-08-521-0-122-52821
	OPERATING SUPPLIES	\$1,000	001-08-521-0-122-53111
	TRAVEL	\$1,500	001-08-521-0-122-54310
	EQUIPMENT RENTAL & RESERVE	\$10,517	001-08-521-0-122-54543
	OVERTIME	\$4,000	001-08-521-0-122-51300
	LAUNDRY	\$600	001-08-521-0-122-54913
	VEHICLE REPAIRS	\$1,414	001-08-521-0-122-54542
	EDUCATION - TUITION & REGISTRATION	\$750	001-08-521-0-122-54982
	RETIREMENT	\$3,970	001-08-521-0-122-52200
	HEALTH INSURANCE	\$395	001-08-521-0-122-52400
POLICE TRAINING		\$38,950	
	RANGE FEES	\$5,000	001-08-521-0-123-54991
	OPERATING SUPPLIES	\$2,550	001-08-521-0-123-53111
	OPERATING SUPPLIES	\$31,000	001-08-521-0-123-53111
	PROFESSIONAL SERVICES	\$400	001-08-521-0-123-54110
PATROL OPERATIONS		\$5,635,630	
	SALARIES - PART-TIME EMPLOYEES	\$23,230	001-08-521-0-117-51200
	OFFICE EQUIPMENT	\$1,000	001-08-521-0-117-53134
	VEHICLE REPAIRS	\$24,750	001-08-521-0-117-54542
	REPAIRS & MAINTENANCE	\$1,000	001-08-521-0-117-54810
	OVERTIME	\$320,000	001-08-521-0-117-51300
	LABOR & INDUSTRIES	\$108,189	001-08-521-0-117-52300
	PATROL SUPPLIES	\$50,000	001-08-521-0-117-53130
	PROFESSIONAL SERVICES	\$800	001-08-521-0-117-54110
	HEALTH INSURANCE	\$631,780	001-08-521-0-117-52400
	EXTRADITION EXPENSES	\$2,000	001-08-521-0-117-54948

Activity Description	Object Code Description	Amount	Account Number
	SPECIAL INVESTIGATIONS	\$4,000	001-08-521-0-117-54989
	UNIFORMS	\$40,000	001-08-521-0-117-52821
	PTO SUPPLIES	\$3,800	001-08-521-0-117-53131
	TRAVEL	\$12,000	001-08-521-0-117-54310
	EDUCATION - TUITION & REGISTRATION	\$15,100	001-08-521-0-117-54982
	SOCIAL SECURITY	\$278,811	001-08-521-0-117-52100
	VEHICLE IMPOUNDMENT	\$15,000	001-08-521-0-117-54925
	SALARIES AND WAGES	\$3,687,235	001-08-521-0-117-51100
	RETIREMENT	\$191,582	001-08-521-0-117-52200
	EQUIPMENT RENTAL & RESERVE	\$220,853	001-08-521-0-117-54543
	LAUNDRY	\$4,500	001-08-521-0-117-54913
POLICE INVESTIGATIONS		\$1,311,145	
	SOCIAL SECURITY	\$65,055	001-08-521-0-118-52100
	HEALTH INSURANCE	\$159,657	001-08-521-0-118-52400
	UNIFORMS	\$3,200	001-08-521-0-118-52821
	TRANSLATOR	\$1,000	001-08-521-0-118-54150
	EQUIPMENT RENTAL & RESERVE	\$52,584	001-08-521-0-118-54543
	RETIREMENT	\$47,500	001-08-521-0-118-52200
	LABOR & INDUSTRIES	\$19,915	001-08-521-0-118-52300
	LAUNDRY	\$5,849	001-08-521-0-118-54913
	OVERTIME	\$60,000	001-08-521-0-118-51300
	EDUCATION - TUITION & REGISTRATION	\$8,250	001-08-521-0-118-54982
	CLOTHING	\$3,300	001-08-521-0-118-52822
	OPERATING SUPPLIES	\$3,000	001-08-521-0-118-53111
	OPERATING SUPPLIES	\$8,000	001-08-521-0-118-53111
	REPAIRS & MAINTENANCE	\$400	001-08-521-0-118-54810
	SALARIES AND WAGES	\$864,399	001-08-521-0-118-51100
	TRAVEL	\$5,500	001-08-521-0-118-54310
	VEHICLE REPAIRS	\$3,536	001-08-521-0-118-54542
TRAFFIC POLICING		\$193,077	
	OVERTIME	\$5,500	001-08-521-0-125-51300
	SOCIAL SECURITY	\$9,467	001-08-521-0-125-52100
	HEALTH INSURANCE	\$23,209	001-08-521-0-125-52400
	OPERATING SUPPLIES	\$1,500	001-08-521-0-125-53111
	VEHICLE REPAIRS	\$1,414	001-08-521-0-125-54542
	RETIREMENT	\$6,584	001-08-521-0-125-52200
	EQUIPMENT RENTAL & RESERVE	\$10,517	001-08-521-0-125-54543
	LAUNDRY	\$300	001-08-521-0-125-54913
	SALARIES AND WAGES	\$127,099	001-08-521-0-125-51100
	LABOR & INDUSTRIES	\$3,269	001-08-521-0-125-52300
	TRAVEL	\$500	001-08-521-0-125-54310
	RADAR & SPEED CALIBRATION	\$1,818	001-08-521-0-125-54920
	UNIFORMS	\$1,000	001-08-521-0-125-52821
	REPAIRS & MAINTENANCE	\$300	001-08-521-0-125-54810
	EDUCATION - TUITION & REGISTRATION	\$600	001-08-521-0-125-54982
CAPITAL EXPENDITURES - GENERAL SERVICES		\$31,365	
	VEHICLES & EQUIPMENT	\$5,795	001-08-594-0-141-56460
	VEHICLES & EQUIPMENT	\$25,570	001-08-594-0-141-56460
POLICE RECORDS		\$1,033,952	
	SOCIAL SECURITY	\$44,184	001-08-521-0-116-52100
	HEALTH INSURANCE	\$136,353	001-08-521-0-116-52400
	PROFESSIONAL SERVICES	\$121,158	001-08-521-0-116-54110
	TELEPHONE	\$15,000	001-08-521-0-116-54210
	OFFICE & OPERATING SUPPLIES	\$20,000	001-08-521-0-116-53100
	REPAIRS & MAINTENANCE	\$2,000	001-08-521-0-116-54810
	RETIREMENT	\$54,098	001-08-521-0-116-52200
	POSTAGE	\$3,500	001-08-521-0-116-54230
	LAUNDRY	\$1,900	001-08-521-0-116-54913
	SALARIES AND WAGES	\$577,573	001-08-521-0-116-51100
	TRAVEL	\$4,200	001-08-521-0-116-54310
	EDUCATION - TUITION & REGISTRATION	\$3,125	001-08-521-0-116-54982
	LABOR & INDUSTRIES	\$5,361	001-08-521-0-116-52300
	UNIFORMS	\$3,000	001-08-521-0-116-52821
	CELLULAR PHONES	\$30,000	001-08-521-0-116-54212
	MACHINE RENTAL	\$9,000	001-08-521-0-116-54544

Activity Description	Object Code Description	Amount	Account Number
	OVERTIME	\$3,500	001-08-521-0-116-51300
CARE & CUSTODY OF PRISONERS		\$2,230,000	
	EMERGENCY MEDICAL & HOSPITAL	\$60,000	001-08-523-0-136-54124
	PRISONER TRANSPORTATION	\$25,000	001-08-523-0-136-55132
	JAIL SALES TAX PASS THRU	\$2,145,000	001-08-523-0-136-55128
POLICE CRIME PREVENTION		\$441,265	
	OVERTIME	\$10,000	001-08-521-0-121-51300
	CLOTHING	\$750	001-08-521-0-121-52822
	VEHICLE REPAIRS	\$2,829	001-08-521-0-121-54542
	SOCIAL SECURITY	\$20,762	001-08-521-0-121-52100
	RETIREMENT	\$19,502	001-08-521-0-121-52200
	UNIFORMS	\$5,000	001-08-521-0-121-52821
	EQUIPMENT RENTAL & RESERVE	\$21,034	001-08-521-0-121-54543
	LAUNDRY	\$1,000	001-08-521-0-121-54913
	OPERATING SUPPLIES	\$8,405	001-08-521-0-121-53111
	OPERATING SUPPLIES	\$800	001-08-521-0-121-53111
	TRAVEL	\$4,500	001-08-521-0-121-54310
	HEALTH INSURANCE	\$62,051	001-08-521-0-121-52400
	EDUCATION - TUITION & REGISTRATION	\$2,400	001-08-521-0-121-54982
	SALARIES AND WAGES	\$275,379	001-08-521-0-121-51100
	LABOR & INDUSTRIES	\$6,853	001-08-521-0-121-52300
PROPERTY & EVIDENCE ROOM		\$124,988	
	SALARIES AND WAGES	\$73,869	001-08-521-0-126-51100
	EQUIPMENT RENTAL & RESERVE	\$5,258	001-08-521-0-126-54543
	HEALTH INSURANCE	\$23,414	001-08-521-0-126-52400
	SOCIAL SECURITY	\$5,651	001-08-521-0-126-52100
	REPAIRS & MAINTENANCE	\$300	001-08-521-0-126-54810
	OPERATING SUPPLIES	\$7,000	001-08-521-0-126-53111
	OVERTIME	\$500	001-08-521-0-126-51300
	RETIREMENT	\$7,040	001-08-521-0-126-52200
	UNIFORMS	\$200	001-08-521-0-126-52821
	LABOR & INDUSTRIES	\$299	001-08-521-0-126-52300
	VEHICLE REPAIRS	\$707	001-08-521-0-126-54542
	LAUNDRY	\$750	001-08-521-0-126-54913
HOMELESS SERVICES		\$415,186	
	EDUCATION - TUITION & REGISTRATION	\$4,000	001-08-560-0-193-54982
	OFFICE SUPPLIES	\$500	001-08-560-0-193-53110
	OVERTIME	\$1,000	001-08-560-0-193-51300
	LABOR & INDUSTRIES	\$5,375	001-08-560-0-193-52300
	UNIFORMS	\$1,000	001-08-560-0-193-52821
	VEHICLE REPAIRS	\$2,829	001-08-560-0-193-54542
	SALARIES AND WAGES	\$256,608	001-08-560-0-193-51100
	MVPD COMMUNITY OUTREACH SUPPLIES	\$9,500	001-08-560-0-193-53128
	OPERATING SUPPLIES	\$15,000	001-08-560-0-193-53111
	RETIREMENT	\$24,117	001-08-560-0-193-52200
	HEALTH INSURANCE	\$49,793	001-08-560-0-193-52400
	PROFESSIONAL SERVICES	\$1,800	001-08-560-0-193-54110
	EQUIPMENT RENTAL & RESERVE	\$21,034	001-08-560-0-193-54543
	SOCIAL SECURITY	\$19,630	001-08-560-0-193-52100
	TRAVEL	\$3,000	001-08-560-0-193-54310
POLICE ADMINISTRATION		\$833,076	
	OVERTIME	\$1,000	001-08-521-0-115-51300
	LABOR & INDUSTRIES	\$6,838	001-08-521-0-115-52300
	LAUNDRY	\$500	001-08-521-0-115-54913
	SALARIES AND WAGES	\$401,135	001-08-521-0-115-51100
	VEHICLE REPAIRS	\$1,414	001-08-521-0-115-54542
	UNIFORMS	\$1,500	001-08-521-0-115-52821
	ALARMS	\$3,200	001-08-521-0-115-54221
	GROUNDS MAINTENANCE	\$5,000	001-08-521-0-115-54820
	GROUNDS MAINTENANCE	\$8,000	001-08-521-0-115-54820
	EDUCATION - TUITION & REGISTRATION	\$16,848	001-08-521-0-115-54982
	CLOTHING	\$450	001-08-521-0-115-52822
	RECRUITMENT COSTS	\$2,500	001-08-521-0-115-54183
	RECRUITMENT COSTS	\$1,500	001-08-521-0-115-54183
	RECRUITMENT COSTS	\$800	001-08-521-0-115-54183

Activity Description	Object Code Description	Amount	Account Number
	RECRUITMENT COSTS	\$4,000	001-08-521-0-115-54183
	RECRUITMENT COSTS	\$15,000	001-08-521-0-115-54183
	RECRUITMENT COSTS	\$1,200	001-08-521-0-115-54183
	DUES CONFERENCE & TUITION	\$1,250	001-08-521-0-115-54912
	OFFICE SUPPLIES	\$3,000	001-08-521-0-115-53110
	PSYCHOLOGICAL MEDICAL & POLYGRAPH	\$8,400	001-08-521-0-115-54123
	PRE-EMPLOYMENT CHECKS	\$150	001-08-521-0-115-54137
	SOCIAL SECURITY	\$30,687	001-08-521-0-115-52100
	RETIREMENT	\$23,933	001-08-521-0-115-52200
	OPERATING SUPPLIES	\$2,200	001-08-521-0-115-53111
	PROFESSIONAL SERVICES	\$15,000	001-08-521-0-115-54110
	BODY CAMERA - MAINTENANCE CONTRACT	\$107,915	001-08-521-0-115-54841
	BODY CAMERA - MAINTENANCE CONTRACT	\$11,723	001-08-521-0-115-54841
	BODY CAMERA - MAINTENANCE CONTRACT	\$1,000	001-08-521-0-115-54841
	HEALTH INSURANCE	\$63,863	001-08-521-0-115-52400
	RADIO	\$18,000	001-08-521-0-115-54220
	TRAVEL	\$650	001-08-521-0-115-54310
	EQUIPMENT RENTAL & RESERVE	\$15,775	001-08-521-0-115-54543
	COMPUTER SOFTWARE	\$550	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$5,000	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$250	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$800	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$2,800	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$550	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$2,325	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$1,200	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$1,750	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$5,200	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$4,700	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$2,150	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$10,870	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$8,000	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$10,000	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$1,500	001-08-521-0-115-54915
	COMPUTER SOFTWARE	\$1,000	001-08-521-0-115-54915
		\$13,218,120	

PUBLIC WORKS & ENGINEERING

2024 Adopted Budget

Department Overview

Public Works/Engineering Division provides capital project programming/planning, project funding, design support, project and construction management, technical support, and administrative services within the Public Works Department. The division provides general oversight and administrative services for the public works department, implements public works capital projects and infrastructure programs, engages in regional coordination, and supports fiber optic infrastructure and expansion in collaboration with IT.



Department Goals

1. Implement transportation projects currently slated for design and construction on the 6-Year Transportation Plan. Continue the City's annual street maintenance, ADA curb ramp, and asphalt overlay programs at maximum level feasible with available REET and Transportation Benefit District funds.
2. Continue implementation of infrastructure maintenance projects and programs. For example, sewer and storm system inspection/restoration programs.
3. Continue to improve the quality of City's GIS data and broaden pool of trained staff users.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
OPERATIONS & ADMINISTRATION		\$673,577	
	SALARIES AND WAGES	\$425,571	001-11-544-0-174-51100
	RETIREMENT	\$39,648	001-11-544-0-174-52200
	EQUIPMENT RENTAL & RESERVE	\$23,207	001-11-544-0-174-54543
	REPAIRS & MAINTENANCE	\$4,000	001-11-544-0-174-54810
	OVERTIME	\$1,000	001-11-544-0-174-51300

Activity Description	Object Code Description	Amount	Account Number
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$200	001-11-544-0-174-54980
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$220	001-11-544-0-174-54980
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$275	001-11-544-0-174-54980
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$800	001-11-544-0-174-54980
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$250	001-11-544-0-174-54980
	LABOR & INDUSTRIES	\$1,195	001-11-544-0-174-52300
	TRAVEL	\$2,000	001-11-544-0-174-54310
	VEHICLE REPAIRS	\$1,261	001-11-544-0-174-54542
	MACHINE RENTAL	\$4,000	001-11-544-0-174-54544
	MACHINE RENTAL	\$1,000	001-11-544-0-174-54544
	HEALTH INSURANCE	\$36,627	001-11-544-0-174-52400
	OFFICE SUPPLIES	\$3,000	001-11-544-0-174-53110
	CELLULAR PHONES	\$2,500	001-11-544-0-174-54212
	EDUCATION - TUITION & REGISTRATION	\$2,000	001-11-544-0-174-54982
	EDUCATION - TUITION & REGISTRATION	\$2,000	001-11-544-0-174-54982
	EDUCATION - TUITION & REGISTRATION	\$350	001-11-544-0-174-54982
	EDUCATION - TUITION & REGISTRATION	\$2,325	001-11-544-0-174-54982
	SOCIAL SECURITY	\$32,556	001-11-544-0-174-52100
	PROFESSIONAL SERVICES	\$60,000	001-11-544-0-174-54110
	PROFESSIONAL SERVICES	\$5,000	001-11-544-0-174-54110
	BRIDGE INSPECTION	\$5,000	001-11-544-0-174-54162
	POSTAGE	\$200	001-11-544-0-174-54230
	COMPUTER SOFTWARE	\$500	001-11-544-0-174-54915
	COMPUTER SOFTWARE	\$674	001-11-544-0-174-54915
	COMPUTER SOFTWARE	\$150	001-11-544-0-174-54915
	COMPUTER SOFTWARE	\$11,368	001-11-544-0-174-54915
	COMPUTER SOFTWARE	\$3,000	001-11-544-0-174-54915
	COMPUTER SOFTWARE	\$1,700	001-11-544-0-174-54915
ENGINEERING		\$375,663	
	RETIREMENT	\$26,989	001-11-544-0-171-52200
	HEALTH INSURANCE	\$39,779	001-11-544-0-171-52400
	SALARIES AND WAGES	\$283,199	001-11-544-0-171-51100
	SOCIAL SECURITY	\$21,665	001-11-544-0-171-52100
	LABOR & INDUSTRIES	\$4,031	001-11-544-0-171-52300
		\$1,049,240	

TV 10 - PUBLIC EDUCATION

2024 Adopted Budget

Department Overview

To provide the Local Community with quality TV programming, covering local topics and agendas. This includes coverage of City Council Meetings, City Events and Department Productions along with productions for our TV10 partners including the Mount Vernon School District, and Skagit County.



Department Goals

1. To continue to improve the city's television and streaming productions.
2. To provide and maintain a TV studio, TV10 and TV26 programming in Spanish.
3. To provide and collaborate with all the public partners' TV production.
4. To give the city a community information resource.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
ECONOMIC INFORMATION		\$248,410	
	LABOR & INDUSTRIES	\$897	001-18-557-0-181-52300
	VEHICLE REPAIRS	\$105	001-18-557-0-181-54542
	EQUIPMENT RENTAL & RESERVE	\$3,021	001-18-557-0-181-54543
	PROFESSIONAL SERVICES	\$1,000	001-18-557-0-181-54110
	EDUCATION - TUITION & REGISTRATION	\$3,500	001-18-557-0-181-54982

Activity Description	Object Code Description	Amount	Account Number
	SALARIES - PART-TIME EMPLOYEES	\$15,590	001-18-557-0-181-51200
	RETIREMENT	\$15,390	001-18-557-0-181-52200
	HEALTH INSURANCE	\$28,611	001-18-557-0-181-52400
	OPERATING SUPPLIES	\$1,500	001-18-557-0-181-53111
	CELLULAR PHONES	\$1,000	001-18-557-0-181-54212
	SALARIES AND WAGES	\$162,195	001-18-557-0-181-51100
	SOCIAL SECURITY	\$13,601	001-18-557-0-181-52100
	TRAVEL	\$2,000	001-18-557-0-181-54310
		\$248,410	



ARTERIAL STREET FUND

2024 Adopted Budget

Department Overview

In this section, you can go into further detail. Make your content more accessible by writing short sentences, choosing words and phrases you'd use when talking to a neighbor, and avoiding jargon.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - ROAD & STREET IMPROVEMENTS		\$1,978,000	
	STREET IMPROVEMENTS	\$1,211,000	102-15-595-T19003-254-56325
	SIDEWALK IMPROVEMENTS	\$227,000	102-15-595-T06004-254-56327
	STREET IMPROVEMENTS	\$540,000	102-15-595-T02024-254-56325
		\$1,978,000	

CRIME PREVENTION FUND

2024 Adopted Budget

Department Overview

To consistently seek and find ways to provide productive and quality services that promote, preserve, and deliver a feeling of security and safety to the citizens and visitors in our community. This fund supports proactive prevention of crime through innovative out-reach programs. Revenues come from restitution, contributions, grants, and drug seizure funds.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
POLICE CRIME PREVENTION		\$5,600	
	OPERATING SUPPLIES	\$5,000	109-08-521-0-121-53111
	NEIGHBORHOOD CLEAN-UP PROGRAM	\$600	109-08-521-0-121-54968
PATROL OPERATIONS		\$3,000	
	OFFICE SUPPLIES	\$3,000	109-08-521-0-117-53110
		\$8,600	

CRIMINAL JUSTICE ASSISTANCE

2024 Adopted Budget

Fund Overview

This fund receives funds from the State of Washington to support various police and crime prevention programs.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - OUT - PARKS PROJECTS		\$3,000	
	TRANSFER TO PARKS CAPITAL PROJECTS	\$3,000	112-08-597-0-261-50109
OPERATING TRANSFERS - OUT - CURRENT EXPENSE		\$60,000	
	TRANSFER TO CURRENT EXPENSE	\$60,000	112-08-597-0-264-50102
		\$63,000	

CRITICAL AREA ENHANCEMENT

2024 Adopted Budget

Fund Overview

A separate fund to account for revenues and expenditures related to the Critical Areas Enhancement Program was established in conjunction with the enactment of the Critical Areas Ordinance (Ordinance No. 3353) adopted in March of 2007. Initial funding came from the Surface Water Fund in 2007 in the amount of \$200,000. Related expenditures may include acquiring land for critical area enhancement and other improvements that will enhance the designated critical areas. Revenues received from developers that choose to participate in this program will go into this fund.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
OTHER ENVIRONMENTAL SERVICES		\$30,000	
	OPERATING SUPPLIES	\$5,000	119-12-554-0-180-53111
	PROFESSIONAL SERVICES	\$25,000	119-12-554-0-180-54110
		\$30,000	

FIBER OPTICS

2024 Adopted Budget

Department Overview

Mount Vernon Fiber System was designed and intended, in part, to provide institutional connectivity also provide its users with access to external high-speed bandwidth for Telecommunications purposes. Excess capacity exists on the Mount Vernon Fiber System, such that Mount Vernon makes such capacity available to additional governmental entities and private parties to satisfy the growing demand in Skagit County for access to high-speed broadband and internal networking.

The Mount Vernon Fiber System is currently being utilized by the City of Mount Vernon, government agencies in Skagit County for the provision of data services as an internal institutional network, private parties who have dark fiber leases with the City for internal use, and parties who have needs for broadband internet access who use one of service providers that are licensed by the City to get High-Speed Internet through the City’s Fiber Infrastructure.



Department Goals

1. Continue to provide Fiber Optic services to local Government Agencies
2. Continue to provide Fiber Optic services to local businesses
3. Continue to provide 24/7 support to the Fiber Infrastructure
4. Continue to provide and maintain a Fiber Headend supporting ISP’s
5. Continue to expand the fiber in Mount Vernon
6. Provide fast fiber installation services with good customer support

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - OUT		\$20,000	
	OPERATING TRANSFERS - OUT	\$20,000	118-98-597-0-256-50100
CAPITAL EXPENDITURES - GENERAL SERVICES		\$60,000	
	FIBER IMPROVEMENTS	\$60,000	118-98-594-0-141-56385
OPERATING TRANSFERS - OUT - LIBRARY PARKING STRUCTURE		\$90,000	

Activity Description	Object Code Description	Amount	Account Number
	TRANSFER TO LIBRARY PARKING STRUCTURE	\$90,000	118-98-597-L94007-260-50108
FIBER OPTIC SERVICES		\$385,231	
	VEHICLE REPAIRS	\$2,699	118-98-518-0-111-54542
	REPAIRS & MAINTENANCE	\$15,000	118-98-518-0-111-54810
	SALES EXCISE TAX - STATE	\$7,500	118-98-518-0-111-54484
	RETIREMENT	\$21,485	118-98-518-0-111-52200
	LABOR & INDUSTRIES	\$5,375	118-98-518-0-111-52300
	PROFESSIONAL SERVICES	\$5,000	118-98-518-0-111-54110
	EQUIPMENT RENTAL & RESERVE	\$22,139	118-98-518-0-111-54543
	SALARIES AND WAGES	\$225,448	118-98-518-0-111-51100
	LEASEHOLD EXCISE TAX PAYMENTS	\$6,500	118-98-518-0-111-54400
	SOCIAL SECURITY	\$17,247	118-98-518-0-111-52100
	HEALTH INSURANCE	\$54,858	118-98-518-0-111-52400
	CELLULAR PHONES	\$1,980	118-98-518-0-111-54212
		\$555,231	



GOVERNMENT ACCESS

2024 Adopted Budget

Department Overview

To provide the Local Community with quality TV programming, covering local topics and agendas. This includes coverage of City Council Meetings, City Events and productions along with productions for our TV10 partners including the Mount Vernon School District, and Skagit County.

Funding Source

Capital fund to support TV10 equipment, funds come from Xfinity revenue of \$1 per subscriber for the city

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
GOVERNMENT ACCESS SERVICES		\$21,000	
	REPAIRS & MAINTENANCE	\$15,000	110-99-557-0-182-54810
	PROFESSIONAL SERVICES	\$3,000	110-99-557-0-182-54110
	OPERATING SUPPLIES	\$3,000	110-99-557-0-182-53111
OPERATING TRANSFERS - OUT		\$220,000	
	OPERATING TRANSFERS - OUT	\$20,000	110-99-597-0-256-50100
	OPERATING TRANSFERS - OUT	\$200,000	110-99-597-L94007-256-50100
CAPITAL EXPENDITURES - GENERAL SERVICES		\$66,500	
	MACHINERY & EQUIPMENT	\$35,000	110-99-594-0-141-56440
	MACHINERY & EQUIPMENT	\$4,500	110-99-594-0-141-56440
	MACHINERY & EQUIPMENT	\$12,000	110-99-594-0-141-56440
	MACHINERY & EQUIPMENT	\$10,000	110-99-594-0-141-56440
	MACHINERY & EQUIPMENT	\$5,000	110-99-594-0-141-56440
		\$307,500	

LINCOLN COMMERCIAL BLOCK FUND

2024 Adopted Budget

Fund Overview

Lincoln Commercial Block is maintained by the City Facility Staff completing work orders, emergent repairs, preventative maintenance actions and facility renewal efforts. City Staff utilizes "Cartegraph" to maintain work order history, emergent repairs, PMs and facility renewal projects. Annually, the Facility Staff evaluates each of the facilities and creates a "next year" work plan to enhance facility conditions.



Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
PROPERTY DEVELOPMENT		\$39,000	
	PUBLIC UTILITY SERVICES	\$4,500	120-07-559-0-191-54700
	LEASEHOLD EXCISE TAX PAYMENTS	\$9,500	120-07-559-0-191-54400
	REPAIRS & MAINTENANCE	\$25,000	120-07-559-0-191-54810
OPERATING TRANSFERS - OUT		\$10,000	
	OPERATING TRANSFERS - OUT	\$10,000	120-07-597-0-256-50100
		\$49,000	

LITTLE MTN IMPROVEMENT

2024 Adopted Budget

Department Overview

The Little Mountain Improvements Fund was established to collect earmarked revenues to spend on improvements to the Park. Revenues accumulated in this fund come from cell tower leases, interest earnings, and other funds granted or contributed.



Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - PARKS		\$69,271	
	PARK CAPITAL IMPROVEMENTS	\$50,000	107-16-594-P02004-251-56202
	PARK CAPITAL IMPROVEMENTS	\$19,271	107-16-594-P21003-251-56202
OPERATING TRANSFERS - OUT		\$20,000	
	OPERATING TRANSFERS - OUT	\$20,000	107-16-597-0-256-50100
		\$89,271	

MUNICIPAL ARTS FUND

2024 Adopted Budget

Department Overview

Mount Vernon Municipal Code 2.97 Public Arts Commission requires the establishment of a Municipal Arts Fund to support the Mount Vernon Arts Commission and the public art program. This fund is used for commission programs and operating expenses of the public art program. This fund consolidates the multiple legacy funding sources being currently used to improve efficiency in fund tracking, management, and simplify the process for receipts and expenditures. The Director of Parks and Enrichment Services is responsible for submitting the annual operating budget to the Mayor.



Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
MUNICIPAL ARTS SERVICES		\$6,500	
	OPERATING SUPPLIES	\$6,500	113-16-573-0-204-53111
		\$6,500	

PARKS CAPITAL RESERVE FUND

2024 Adopted Budget

Department Overview

The Parks Capital Improvement Fund was established to collect revenues earmarked for parks capital improvements. Revenues include cell tower leases, interest earnings, grants and donations.



Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
DEBT SERVICE - INTEREST - LITTLE MOUNTAIN PROPERTY		\$3,770	
	DEBT SERVICE - INTEREST - LITTLE MOUNTAIN PROPERTY	\$3,770	115-16-592-0-230-58203
OPERATING TRANSFERS - OUT		\$61,592	
	OPERATING TRANSFERS - OUT	\$61,592	115-16-597-0-256-50100
CAPITAL EXPENDITURES - PARKS		\$282,288	
	PARK CAPITAL IMPROVEMENTS	\$50,888	115-16-594-P21003-251-56202
	PARK CAPITAL IMPROVEMENTS	\$100,000	115-16-594-P10002-251-56202
	RECURRING PARKS PROJECTS	\$10,000	115-16-594-0-251-56203
	PARK CAPITAL IMPROVEMENTS	\$121,400	115-16-594-P09005-251-56202
		\$347,650	

PATHS AND TRAILS RESERVE

2024 Adopted Budget

Department Overview

The Paths and Trails Fund is established by RCW 47.30.050 wherein the City is required to direct a minimum of 0.42% of the City collected motor vehicle fuel tax into a separately designated Trail and Paths Fund. The City currently contributes 0.5% of motor vehicle fuel tax into this fund.



Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - SPECIAL PURPOSE PATHS		\$53,000	
	PARK PATH & TRAIL IMPROVEMENTS	\$23,000	105-16-594-P03005-253-56205
	PARK PATH & TRAIL IMPROVEMENTS	\$30,000	105-16-594-P21003-253-56205
		\$53,000	

TBD (TRANSPORTATION) FUND

2024 Adopted Budget

Fund Overview

The Transportation Benefit District Fund was created in 2016 to collect 0.2% on retail sales within the City of Mount Vernon. Voters approved the proposition to impose this tax in November 2016. The tax is imposed for a period of ten years per RCW 32.14.0455.

The revenues collected are to be used exclusively for the purpose of funding the following transportation improvements:

- Street preservation and maintenance – repaving, striping, marking, and repairing
- Street improvement projects as identified in the City’s six-year capital improvement plan and transportation element of the comprehensive plan.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - OUT - STREETS PROJECTS		\$600,000	
	TRANSFER TO STREET PROJECTS	\$600,000	117-14-597-0-263-50112
CAPITAL EXPENDITURES - ROAD & STREET IMPROVEMENTS		\$1,775,000	
	STREET LIGHT IMPROVEMENTS	\$30,000	117-14-595-0-254-56365
	STREET INTERSECTION IMPROVEMENTS	\$45,000	117-14-595-T07002-254-56350
	SIDEWALK IMPROVEMENTS	\$100,000	117-14-595-T16001-254-56327
	SIDEWALK IMPROVEMENTS	\$50,000	117-14-595-T08001-254-56327
	ASPHALT OVERLAY & PATCHING IMPROVEMENTS	\$1,300,000	117-14-595-T00002-254-56326
	STREET INTERSECTION IMPROVEMENTS	\$250,000	117-14-597-T94021-254-56350
STREET & ROAD MAINTENANCE		\$100,000	
	EQUIPMENT RENTAL & RESERVE	\$100,000	117-14-542-0-162-54543
		\$2,475,000	

TOURISM PROMOTION FUND

2024 Adopted Budget

Department Overview

The Mount Vernon Tourism Promotion Fund receives hotel/motel taxes from lodging establishments inside the city limits. The City collects a four percent tax on charges for lodging (2% is considered a basic hotel/motel tax and the second 2% is a credit against the sales tax that lodging establishments collect).



The funding is made available to non-profit organizations and to the City through an established application and review process. Funds must be used for tourism marketing and promotion activities or operation of tourism-related facilities. In addition, funds may be used for City tourism related facilities. Detailed information about the use of tourism funds is from the Revised Code of Washington (RCW), chapter 67.28.

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
TOURISM COMMUNITY SERVICES		\$402,650	
	TOURISM FUND SPONSORSHIPS	\$93,500	106-19-557-LT0009-183-54905
	PARKS & RECREATION SPECIAL EVENTS	\$30,150	106-19-557-0-183-54187
	TOURISM FUND SPONSORSHIPS	\$5,000	106-19-557-LT0015-183-54905
	TOURISM FUND SPONSORSHIPS	\$20,500	106-19-557-LT0010-183-54905
	TOURISM FUND SPONSORSHIPS	\$1,500	106-19-557-LT0029-183-54905
	TOURISM FUND SPONSORSHIPS	\$1,500	106-19-557-LT0003-183-54905
	TOURISM FUND SPONSORSHIPS	\$15,000	106-19-557-LT0008-183-54905
	TOURISM FUND SPONSORSHIPS	\$3,500	106-19-557-LT0032-183-54905
	TOURISM FUND SPONSORSHIPS	\$10,000	106-19-557-LT0014-183-54905
	TOURISM FUND SPONSORSHIPS	\$16,000	106-19-557-LT0019-183-54905
	TOURISM FUND SPONSORSHIPS	\$9,500	106-19-557-LT0022-183-54905
	TOURISM FUND SPONSORSHIPS	\$2,000	106-19-557-LT0013-183-54905
	TOURISM FUND SPONSORSHIPS	\$1,500	106-19-557-LT0017-183-54905
	TOURISM FUND SPONSORSHIPS	\$5,500	106-19-557-LT0021-183-54905
	TOURISM FUND SPONSORSHIPS	\$10,000	106-19-557-LT0023-183-54905
	TOURISM FUND SPONSORSHIPS	\$125,000	106-19-557-LT0027-183-54905
	TOURISM FUND SPONSORSHIPS	\$2,500	106-19-557-LT0030-183-54905
	TOURISM FUND SPONSORSHIPS	\$50,000	106-19-557-LT0033-183-54905
OPERATING TRANSFERS - OUT - PARKS PROJECTS		\$30,000	
	TRANSFER TO PARKS CAPITAL PROJECTS	\$30,000	106-19-597-0-261-50109
		\$432,650	



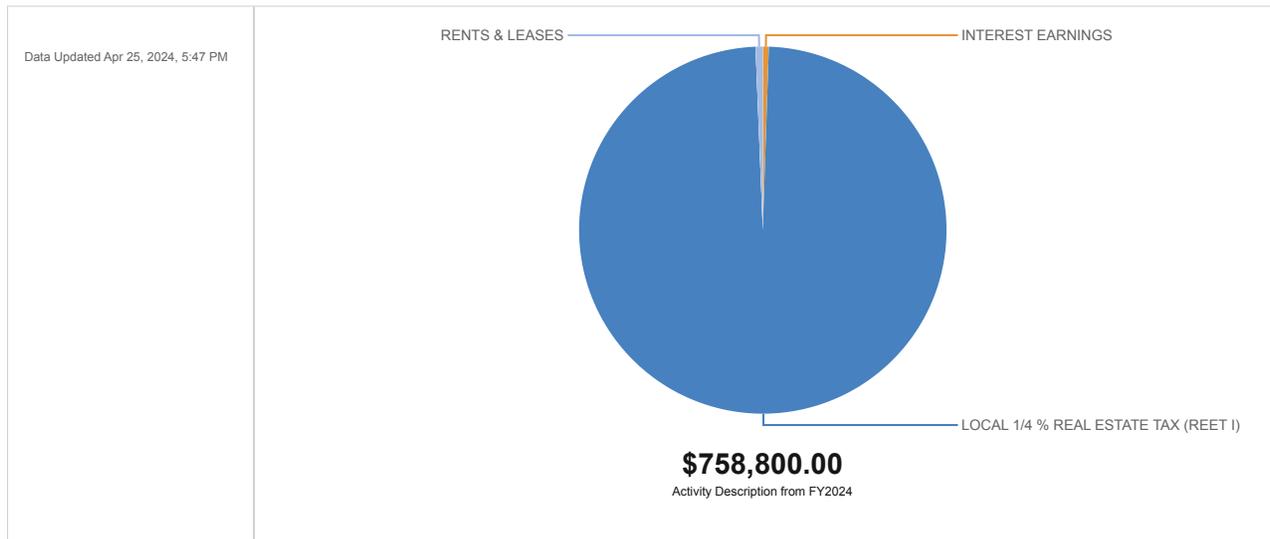
CAPITAL IMPROVEMENTS-REET I

2024 Adopted Budget

Capital Fund Overview

To accumulate funds from the first 0.25% Real Estate Excise Tax (REET I) to be expended for various City capital improvements identified in the City's Capital Improvement Plan.

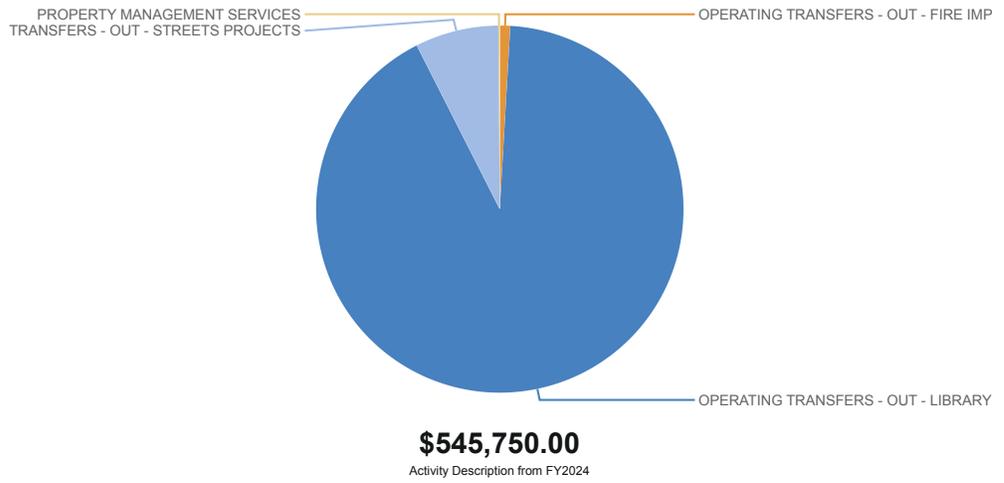
Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
RENTS & LEASES		\$4,800	
	FACILITY RENTALS (REVENUE)	\$4,800	304-00-362-0-375-36255
INTEREST EARNINGS		\$4,000	
	INTEREST EARNINGS	\$4,000	304-00-361-0-372-36110
LOCAL 1/4 % REAL ESTATE TAX (REET I)		\$750,000	
	LOCAL 1/4 % REAL ESTATE TAX (REET 1)	\$750,000	304-00-318-0-282-31834
		\$758,800	

Approved Expenditures

Data Updated Apr 25, 2024, 5:47 PM



Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - OUT - FIRE IMPACT		\$5,000	
	TRANSFER TO FIRE IMPACT	\$5,000	304-07-597-0-259-50104
PROPERTY MANAGEMENT SERVICES		\$750	
	LEASEHOLD EXCISE TAX PAYMENTS	\$750	304-07-518-0-106-54400
OPERATING TRANSFERS - OUT - LIBRARY PARKING STRUCTURE		\$500,000	
	TRANSFER TO LIBRARY PARKING STRUCTURE	\$500,000	304-07-597-0-260-50108
OPERATING TRANSFERS - OUT - STREETS PROJECTS		\$40,000	
	TRANSFER TO STREET PROJECTS	\$40,000	304-14-597-0-263-50112
		\$545,750	

FIRE CAPITAL PROJECTS

2024 Adopted Budget

Capital Fund Overview

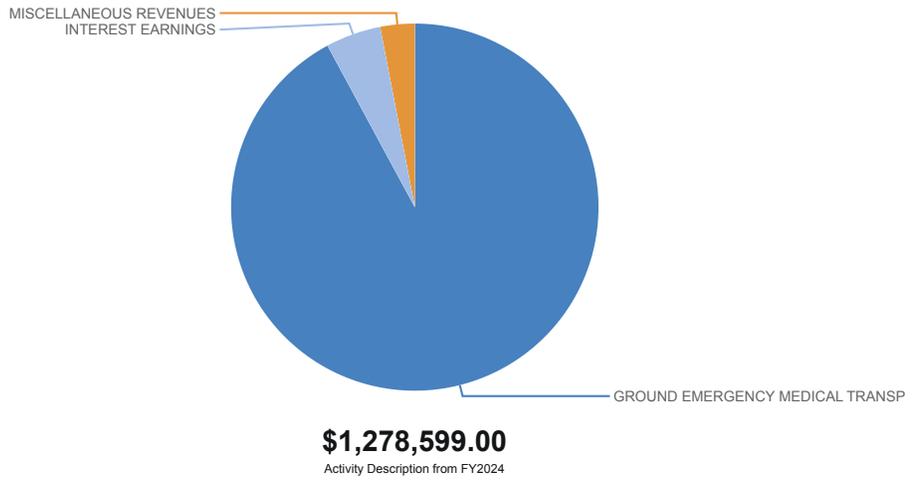
This fund was established for the accounting of the planning and design phase for a new Fire Station #1 and the reconfiguration of Fire Stations #2 and #3 as detailed in the City of Mount Vernon's Capital Improvements Plan. In the 2021 budgeting process this fund was extended to provide funding for all Fire capital projects and equipment. The main source of funding includes Ground Emergency Medical Transport (GEMT) revenues.

Project Updates

Fire Station #1: This downtown station was constructed over 55 years ago, and has long passed its useful/normal service life. Aside from being functionally obsolete, the station does not meet modern standards for energy, efficiency and fire safety. The older bays and doors are too small to house modern trucks, and because it lacks an exhaust system, firefighters who are stationed here have no protection from diesel exhaust that seeps through unsealed doors and into their living quarters. This station has served the City well, and the City has excelled at prolonging the resource for as long as it could, however Mount Vernon is overdue for a replacement of Fire Station 1. **Fire Stations #2 & #3:** Both of these 20+ year-old stations are usable, but in desperate need of being updated to comply with modern safety standards such as decontamination and storage of the bunker gear used by our firefighters. They are also in need of a modern exhaust-capturing system that can prevent our firefighters from breathing in toxic fumes. In addition to these pressing safety and health concerns, the City has added emergency medical services (ambulances and paramedics), which will be housed in all fire stations and increase the demand for space.

Revenue Estimates

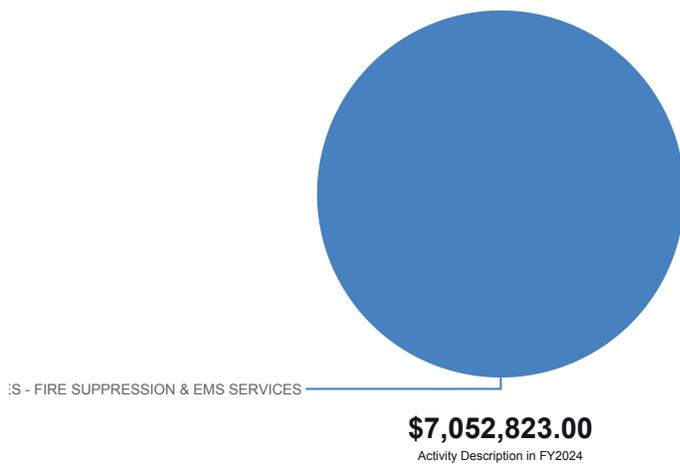
Data Updated Apr 25, 2024, 5:47 PM



Activity Description	Object Code Description	Amount	Account Number
INTEREST EARNINGS		\$62,041	
	INTEREST EARNINGS	\$62,041	306-00-361-0-372-36110
GROUND EMERGENCY MEDICAL TRANSPORTATION		\$1,177,798	
	GROUND EMERGENCY MEDICAL TRANSPORTATION	\$1,177,798	306-00-332-0-294-33293
MISCELLANEOUS REVENUES		\$38,760	
	MISCELLANEOUS REVENUES	\$38,760	306-00-369-0-381-36990
		\$1,278,599	

Approved Expenditures

Data Updated Apr 25, 2024, 5:47 PM



Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - FIRE SUPPRESSION & EMS SERVICES		\$7,052,823	

Activity Description	Object Code Description	Amount	Account Number
	FACILITY IMPROVEMENTS	\$5,780,000	306-09-594-F02001-238-56100
	VEHICLES & EQUIPMENT	\$50,000	306-09-594-0-238-56460
	VEHICLES & EQUIPMENT	\$50,000	306-09-594-0-238-56460
	VEHICLES & EQUIPMENT	\$296,076	306-09-594-0-238-56460
	TRANSFER TO DEBT SERVICE	\$876,747	306-09-597-F00002-238-50103
		\$7,052,823	



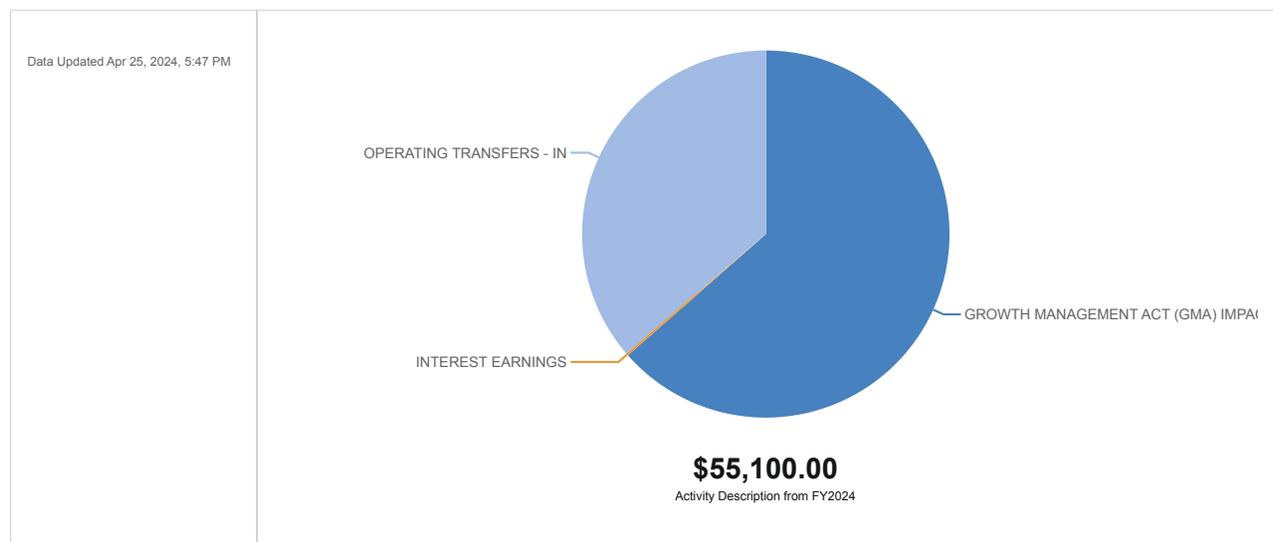
FIRE IMPACT FEES

2024 Adopted Budget

Capital Fund Overview

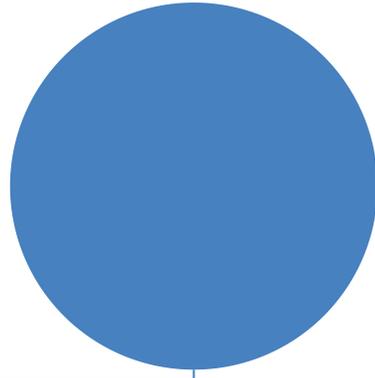
This fund was established to accumulate funds collected from developers to be used to partially fund park capital projects as identified in the City’s Capital Improvement Plan (CIP) as outlined in MVMC 3.40.110.

Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
INTEREST EARNINGS		\$100	
	INTEREST EARNINGS	\$100	312-00-361-0-372-36110
OPERATING TRANSFERS - IN		\$20,000	
	OPERATING TRANSFERS - IN	\$15,000	312-00-397-0-393-39700
	OPERATING TRANSFERS - IN	\$5,000	312-00-397-0-393-39700
GROWTH MANAGEMENT ACT (GMA) IMPACT FEES		\$35,000	
	FIRE IMPACT FEES	\$35,000	312-00-345-0-349-34585
		\$55,100	

Approved Expenditures



IS - FIRE SUPPRESSION & EMS SERVICES

\$290,000.00

Activity Description in FY2024

Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - FIRE SUPPRESSION & EMS SERVICES		\$290,000	
	COMMUNICATIONS EQUIPMENT	\$30,000	312-09-594-0-238-56400
	BUILDINGS AND STRUCTURES	\$250,000	312-09-594-F02001-238-56210
	FIRE HYDRANT REPLACEMENT	\$10,000	312-09-594-F17003-238-56362
		\$290,000	



LIBRARY COMMONS PROJECT

2024 Adopted Budget

Capital Fund Overview

This fund was created to provide an accounting mechanism for the City Library/Community Center/Parking Facility Capital Improvement Project, now known as the Mount Vernon Library Commons Project. The City of Mount Vernon and Skagit County held a joint meeting on March 28, 2018 and adopted an agreement to create a cooperative relationship and collaborate on shared projects to meet the needs of the Community.

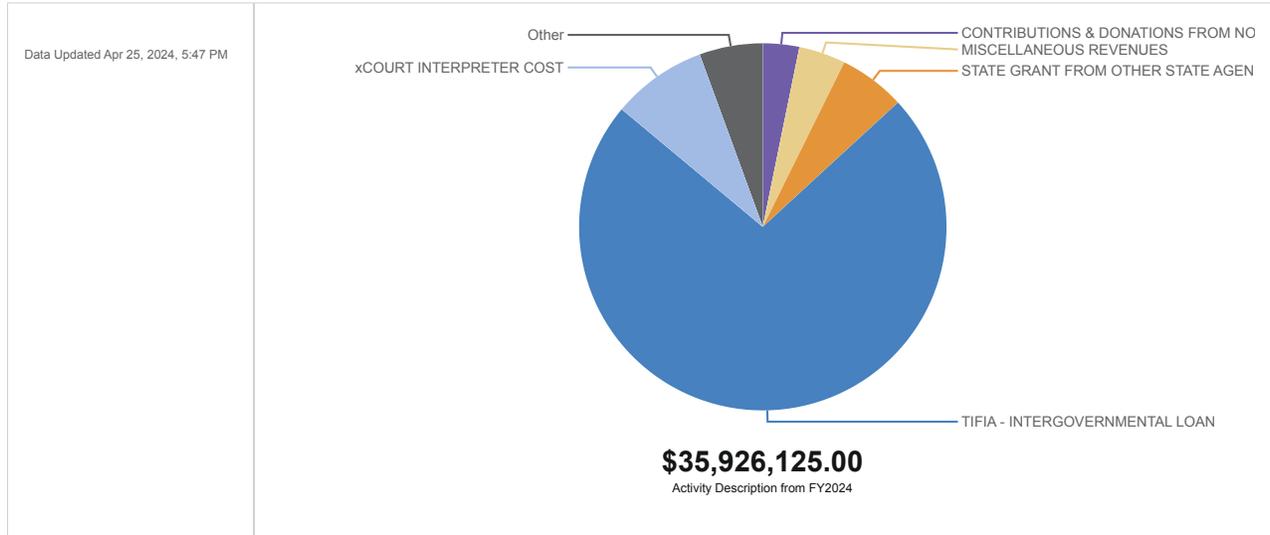


Project Update

The initial project is now in motion. The City needs a new, larger library while the County needs a more modern, updated Senior/Community Center. The City is working together on the feasibility of a joint Library/Community Center (Mount Vernon Library Commons Project) with structured parking in the historic downtown area. This visionary project will enhance our community learning space and provide senior nutrition “Meals on Wheels” and program space for dynamic senior activities. Needs assessment by hired consultants in 2014 and focus groups in

2018 supported the need for a new library. Parking studies conducted in 2016 support the location for a downtown parking structure.

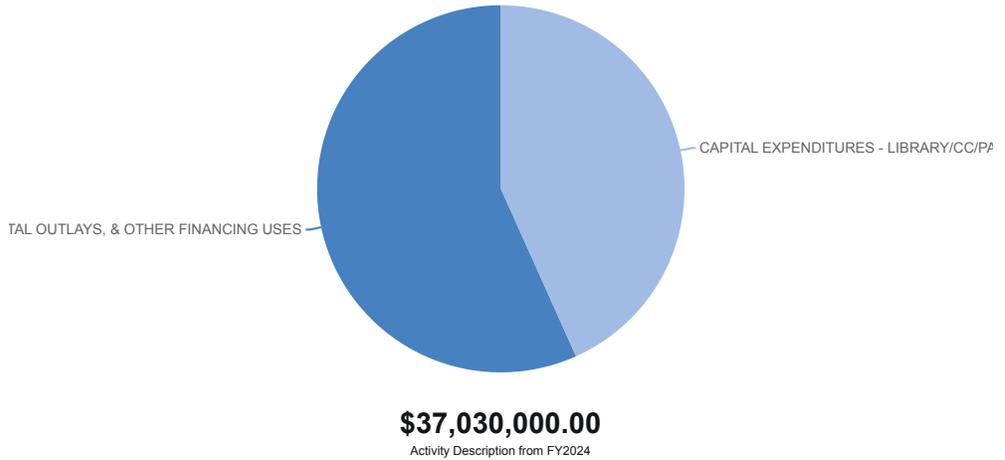
Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
CONTRIBUTIONS & DONATIONS FROM NON-GOVERNMENTAL SOURCES		\$1,150,000	
	CONTRIBUTIONS - PRIVATE GRANTS	\$1,150,000	301-00-367-L94007-376-36701
LOCAL GRANTS, ENTITLEMENTS, & OTHER PAYMENTS		\$500,000	
	SKAGIT COUNTY ECONOMIC DEVELOPMENT GRANT	\$500,000	301-00-337-L94007-326-33700
STATE GRANT FROM OTHER STATE AGENCIES		\$2,100,000	
	WA STATE OTHER GRANTS	\$2,100,000	301-00-334-L94007-309-33413
LIFT - LOCAL INFRASTRUCTURE FINANCIAL TOOL		\$500,000	
	LIFT-LOCAL INFRASTRUCTURE FINANCIAL TOOL	\$500,000	301-00-313-0-274-31324
xCOURT INTERPRETER COST		\$3,000,000	
	ANTICIPATION NOTES/WARRANTS	\$3,000,000	301-00-391-L94007-434-39160
MISCELLANEOUS REVENUES		\$1,477,523	
	OTHER MISCELLANEOUS REVENUES	\$560,000	301-00-369-L94007-381-36991
	OTHER MISCELLANEOUS REVENUES	\$144,500	301-00-369-L94007-381-36991
	OTHER MISCELLANEOUS REVENUES	\$275,000	301-00-369-L94007-381-36991
	OTHER MISCELLANEOUS REVENUES	\$250,000	301-00-369-L94007-381-36991
	OTHER MISCELLANEOUS REVENUES	\$248,023	301-00-369-L94007-381-36991
TIFIA - INTERGOVERNMENTAL LOAN		\$26,191,727	
	TIFIA - INTERGOVERNMENTAL LOAN	\$26,191,727	301-00-391-L94007-422-39188
OPERATING TRANSFERS - IN		\$1,006,875	
	OPERATING TRANSFERS - IN	\$500,000	301-00-397-L94007-393-39700
	OPERATING TRANSFERS - IN	\$200,000	301-00-397-L94007-393-39700
	OPERATING TRANSFERS - IN	\$166,875	301-00-397-L94007-393-39700
	OPERATING TRANSFERS - IN	\$90,000	301-00-397-L94007-393-39700
	OPERATING TRANSFERS - IN	\$50,000	301-00-397-L94007-393-39700
		\$35,926,125	

Approved Expenditures

Data Updated Apr 25, 2024, 5:47 PM



Activity Description	Object Code Description	Amount	Account Number
DEBT EXPENDITURES, CAPITAL OUTLAYS, & OTHER FINANCING USES		\$21,000,000	
	DEBT SERVICE - INTEREST - UTGO REFUNDING BOND	\$200,000	301-99-590-L94007-226-58204
	DEBT SERVICE - PRINCIPAL	\$20,800,000	301-99-590-L94007-226-57700
CAPITAL EXPENDITURES - LIBRARY/CC/PARKING FACILITY		\$16,030,000	
	OTHER IMPROVEMENTS	\$1,000,000	301-99-594-0-249-56200
	BUILDINGS AND STRUCTURES	\$15,000,000	301-99-594-L94007-249-56210
	PROFESSIONAL SERVICES	\$30,000	301-99-594-L94007-249-54110
		\$37,030,000	

PARKS IMPACT FEES

2024 Adopted Budget

Capital Fund Overview

This fund was established to accumulate funds collected from developers to be used to partially fund park capital projects as identified in the City’s Capital Improvement Plan (CIP) as outlined in MVMC 3.40.110.

Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
INTEREST EARNINGS		\$700	
	INTEREST EARNINGS	\$700	311-00-361-0-372-36110
GROWTH MANAGEMENT ACT (GMA) IMPACT FEES		\$20,000	
	PARK IMPACT FEES	\$20,000	311-00-345-0-349-34593
		\$20,700	



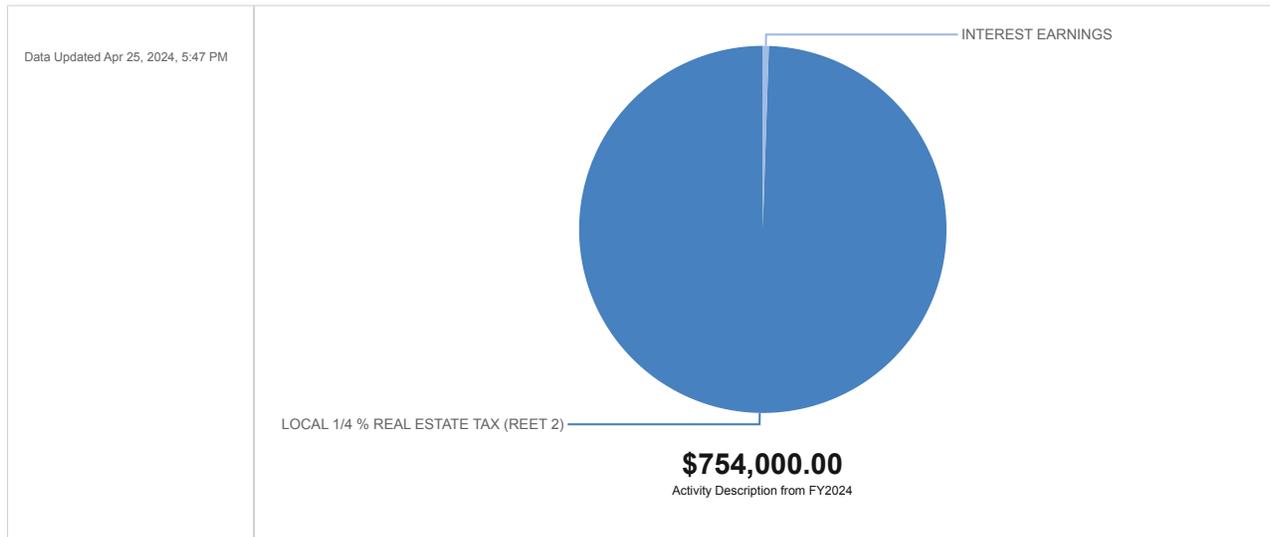
REET II - STREETS

2024 Adopted Budget

Capital Fund Overview

This fund was established to accumulate funds from the second 0.25% Real Estate Excise Tax (REETII) to be expended for various street, traffic and pedestrian capital improvements identified in the City’s Capital Improvement Plan (CIP).

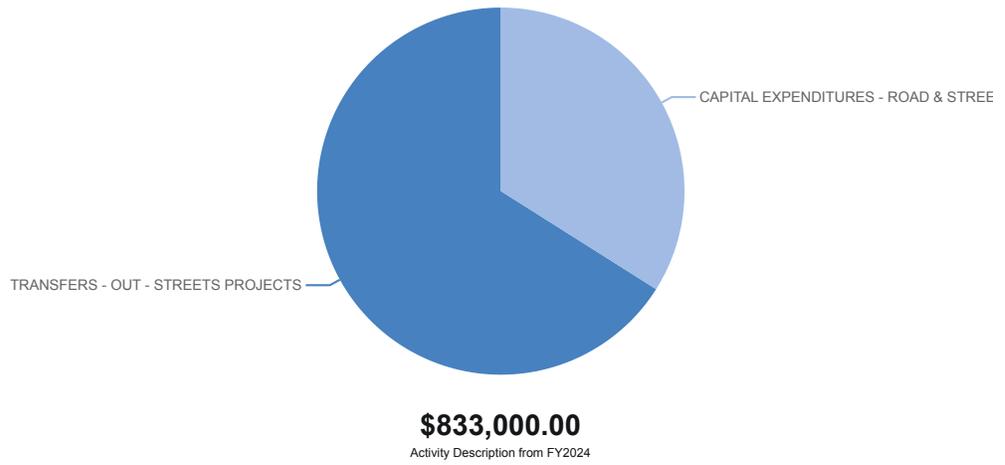
Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
LOCAL 1/4 % REAL ESTATE TAX (REET 2)		\$750,000	
	LOCAL 1/4 % REAL ESTATE TAX (REET 2)	\$750,000	314-00-318-0-283-31835
INTEREST EARNINGS		\$4,000	
	INTEREST EARNINGS	\$4,000	314-00-361-0-372-36110
		\$754,000	

Approved Expenditures

Data Updated Apr 25, 2024, 5:47 PM



Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - ROAD & STREET IMPROVEMENTS		\$283,000	
	STREETS, ROADS, & OTHER INFRASTRUCTURE	\$168,000	314-14-595-T20001-254-56392
	ASPHALT OVERLAY & PATCHING IMPROVEMENTS	\$35,000	314-14-595-T06004-254-56326
	STREET IMPROVEMENTS	\$80,000	314-14-595-T02024-254-56325
OPERATING TRANSFERS - OUT - STREETS PROJECTS		\$550,000	
	TRANSFER TO STREET PROJECTS	\$550,000	314-14-597-0-263-50112
		\$833,000	

TRANSPORTATION IMPACT FEES

2024 Adopted Budget

Capital Fund Overview

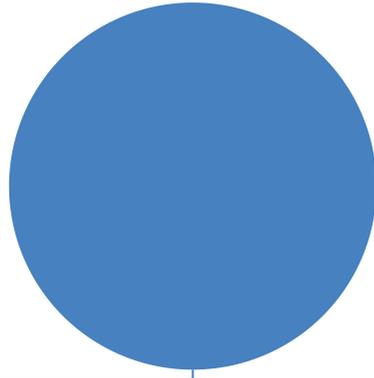
This fund was established to accumulate funds collected from developers to be used to partially fund street capital projects as identified in the City’s Capital Improvement Plan (CIP).

Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
GROWTH MANAGEMENT ACT (GMA) IMPACT FEES		\$275,000	
	TRAFFIC IMPACT FEES	\$275,000	313-00-345-0-349-34594
INTEREST EARNINGS		\$4,000	
	INTEREST EARNINGS	\$4,000	313-00-361-0-372-36110
		\$279,000	

Approved Expenditures



URES - ROAD & STREET IMPROVEMENTS

\$71,000.00

Activity Description in FY2024

Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - ROAD & STREET IMPROVEMENTS		\$71,000	
	STREET IMPROVEMENTS	\$71,000	313-14-595-T20001-254-56325
		\$71,000	



EQUIPMENT RENTAL FUND

2024 Adopted Budget

Fund Overview

This department is directly responsible for the maintenance and repair of the City’s fleet of 280 vehicles and equipment. This fleet includes 60 law enforcement vehicles; 32 pieces of heavy equipment; 16 garbage trucks; 21 fire and rescue vehicles; 5 Med units, 58 passenger vehicles; as well as 73 trailers, mowers and generators. This department ensures that fuel is on hand for all vehicles at all times. The department responds to numerous requests for service at the shop facility assisting departments in designing and building unusual pieces of equipment. These requests often include installation of these items at other sites throughout the City. The three staff members are highly trained technicians who must keep up to date on the latest technology that is utilized in current vehicles.

Department Goals

1. Maintain the current levels of service (speedy turnaround time on repairs, etc.) with workloads that are continually increasing (especially special projects).
2. Maintains and repairs all city vehicles and related equipment in the most cost effective, efficient, and safe way possible.
3. Purchasing equipment at the beginning of each year to ensure equipment arrives on site in an orderly progression.

Revenue Estimates

Activity Description	Object Code Description	Amount	Account Number
INTERFUND LOAN REPAYMENT RECEIVED		\$68,772	
	OPERATING TRANSFERS - IN	\$68,772	501-00-391-0-390-39700
RENTS & LEASES		\$3,282,465	
	INTERFUND CHARGES FOR SERVICES	\$3,282,465	501-00-362-0-375-36220
INTEREST EARNINGS		\$25,000	
	INTEREST EARNINGS	\$25,000	501-00-361-0-372-36110
OPERATING TRANSFERS - IN		\$100,000	
	OPERATING TRANSFERS - IN	\$100,000	501-00-397-0-393-39700
		\$3,476,237	

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
MOTOR POOL SERVICES		\$1,274,293	
	SOCIAL SECURITY	\$21,289	501-24-548-0-175-52100

Activity Description	Object Code Description	Amount	Account Number
	RETIREMENT	\$26,520	501-24-548-0-175-52200
	HEALTH INSURANCE	\$54,858	501-24-548-0-175-52400
	EQUIPMENT RENTAL & RESERVE	\$78,691	501-24-548-0-175-54543
	OFFICE EQUIPMENT	\$7,500	501-24-548-0-175-53134
	FUEL	\$562,000	501-24-548-0-175-53200
	MISC PERILS & PROPERTY LOSS INSURANCE	\$16,121	501-24-548-0-175-54640
	PARTS, MATERIALS, & SUPPLIES	\$9,500	501-24-548-0-175-53118
	MINOR TOOLS & EQUIPMENT	\$4,000	501-24-548-0-175-53500
	OPERATING SUPPLIES	\$6,500	501-24-548-0-175-53111
	VEHICLE REPAIRS	\$788	501-24-548-0-175-54542
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$2,000	501-24-548-0-175-54980
	OVERTIME	\$1,000	501-24-548-0-175-51300
	UNIFORMS & CLOTHING	\$1,500	501-24-548-0-175-52820
	OIL & LUBE	\$20,350	501-24-548-0-175-53119
	PROFESSIONAL SERVICES	\$7,500	501-24-548-0-175-54110
	TRAVEL	\$500	501-24-548-0-175-54310
	LIABILITY INSURANCE PSCIA	\$117,917	501-24-548-0-175-54630
	SALARIES AND WAGES	\$278,284	501-24-548-0-175-51100
	SALARIES AND WAGES	\$100	501-24-548-0-175-51100
	REPAIRS & MAINTENANCE	\$3,000	501-24-548-0-175-54810
	LABOR & INDUSTRIES	\$5,375	501-24-548-0-175-52300
	OFFICE SUPPLIES	\$300	501-24-548-0-175-53110
	PUBLIC UTILITY SERVICES	\$15,000	501-24-548-0-175-54700
	LAUNDRY	\$3,000	501-24-548-0-175-54913
	CELLULAR PHONES	\$700	501-24-548-0-175-54212
	VEHICLE INSURANCE	\$28,000	501-24-548-0-175-54650
	EDUCATION - TUITION & REGISTRATION	\$2,000	501-24-548-0-175-54982
CAPITAL EXPENDITURES - GENERAL SERVICES		\$205,632	
	COMPUTER HARDWARE & EQUIPMENT	\$205,632	501-24-594-0-141-56415
MOTOR POOL SERVICES - INTERFUND ADMINISTRATION & OVERHEAD CHARGES		\$234,270	
	ADMINISTRATION & OVERHEAD CHARGES	\$234,270	501-24-548-0-176-59110
CAPITAL EXPENDITURES - EQUIPMENT RENTALS		\$4,586,696	
	VEHICLES & EQUIPMENT	\$4,546,696	501-24-594-0-237-56460
	EQUIPMENT CONTINGENCY	\$40,000	501-24-594-0-237-56424
		\$6,300,891	

FACILITY RENEWAL

2024 Adopted Budget

Fund Overview

Annually the Public Works Director updates the long term replacement program/plan so that city staff can replace aging infrastructure, obsolete equipment, or equipment that has surpassed its reasonable life expectancy and/or incorporate energy efficient sustainable new technologies.

Department Goals

- Scheduled inspections, services and system component repairs, and replacements.
- Assist Maintenance Technicians with completing Annual Material Condition Rating for each system within every facility.

Revenue Estimates

Activity Description	Period Year	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - IN			\$100,000	
	2024	OPERATING TRANSFERS - IN	\$100,000	502-00-397-0-393-39700
INTEREST EARNINGS			\$1,000	
	2024	INTEREST EARNINGS	\$1,000	502-00-361-0-372-36110
			\$101,000	

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
GENERAL - MAINTENANCE, SECURITY, INSURANCE, & JANITORIAL SERVICES		\$125,000	
	REPAIRS & MAINTENANCE	\$125,000	502-07-518-0-107-54810
CAPITAL EXPENDITURES - LINCOLN BLOCK IMPROVEMENTS		\$90,000	
	LINCOLN BLOCK IMPROVEMENTS	\$75,000	502-07-594-G17001-247-56102
	MAINTENANCE CONTRACT - SOFTWARE	\$15,000	502-07-594-G17001-247-54840
CAPITAL EXPENDITURES - OTHER ENVIRONMENTAL SERVICES		\$354,000	
	FACILITY IMPROVEMENTS	\$354,000	502-07-594-0-245-56100
PROPERTY MANAGEMENT SERVICES		\$75,000	
	REPAIRS & MAINTENANCE	\$75,000	502-07-518-0-106-54810
		\$644,000	



SEWER CAPITAL RESERVE FUND

2024 Adopted Budget

Fund Overview

This fund was established to receive funds from the sewer operating fund for the purpose of constructing sewer related facilities as identified in the City's Capital Improvement Plan (CIP).

Revenue Estimates

Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - IN		\$1,000,000	
	OPERATING TRANSFERS - IN	\$1,000,000	412-00-397-0-393-39700
INTEREST EARNINGS		\$8,000	
	INTEREST EARNINGS	\$8,000	412-00-361-0-372-36110
		\$1,008,000	

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - SEWER TREATMENT UTILITIES		\$2,750,000	
	SEWER RESTORATION IMPROVEMENTS	\$1,650,000	412-22-594-S20002-239-56301
	OTHER IMPROVEMENTS	\$100,000	412-22-594-0-239-56200
	FACILITY IMPROVEMENTS	\$100,000	412-22-594-S21002-239-56100
	FACILITY IMPROVEMENTS	\$400,000	412-22-594-S23001-239-56311
	SEWER RESTORATION IMPROVEMENTS	\$500,000	412-22-594-S07004-239-56301
		\$2,750,000	

SEWER FACILITY EXPANSION FUND

2024 Adopted Budget

Fund Overview

This fund was established to receive funds from development activities which are dedicated to expansion and repair and maintenance of the City’s wastewater collection and treatment facilities as identified in the City’s Capital Improvement Plan (CIP). The Wastewater Connection Fee is adjusted each January based on Engineering estimates.

Revenue Estimates

Activity Description	Object Code Description	Amount	Account Number
CAPITAL CONTRIBUTIONS		\$450,000	
	CONTRIBUTION - SEWER EXPAND	\$450,000	411-00-379-0-386-37920
INTEREST EARNINGS		\$5,000	
	INTEREST EARNINGS	\$5,000	411-00-361-0-372-36110
		\$455,000	

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - OUT		\$315,000	
	OPERATING TRANSFERS - OUT	\$315,000	411-22-597-0-256-50100
CAPITAL EXPENDITURES - SEWER TREATMENT UTILITIES		\$1,950,000	
	FACILITY IMPROVEMENTS	\$400,000	411-22-594-S23001-239-56311
	FACILITY IMPROVEMENTS	\$1,550,000	411-22-594-S20002-239-56100
SEWER TREATMENT SERVICES		\$5,000	
	SALES EXCISE TAX - STATE	\$5,000	411-22-535-0-156-54484
		\$2,270,000	

SOLID WASTE UTILITY

2024 Adopted Budget

Fund Overview

The City of Mount Vernon Public Works Department, Solid Waste Division provides weekly solid waste collection services to all residential and commercial customers within the City limits.



Personnel Staffing Summary

- 1 - Division Manager
- 1 - Assistant Division manager with duties as a driver/operator
- 11 - Maintenance Utility Operators
- 1 - encampment mitigation worker
- 1 - FTE yard waste attendant
- 1 - PTE yard waste attendant
- 1 - .25 FTE parking enforcement

Service Measures

Daily average tons in 2022 = 78.00
 2022 we collected 19,808.47.00 tons of solid waste

Revenue Estimates

Activity Description	Object Code Description	Amount	Account Number
SOLID WASTE SALES & SERVICES		\$6,820,050	
	YARD WASTE PUNCH CARDS	\$20,000	402-00-343-0-340-34378
	SOLID WASTE COLLECTION FEES	\$6,800,000	402-00-343-0-340-34375
	EXTRA GARBAGE TAGS	\$50	402-00-343-0-340-34380
MISCELLANEOUS REVENUES		\$8,000	
	MISCELLANEOUS REVENUES	\$8,000	402-00-369-0-381-36990

Activity Description	Object Code Description	Amount	Account Number
INTEREST EARNINGS		\$5,000	
	INTEREST EARNINGS	\$5,000	402-00-361-0-372-36110
		\$6,833,050	

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
SOLID WASTE UTILITY SERVICES - INTERFUND CHARGES		\$728,476	
	INTERFUND PROFESSIONAL SERVICES	\$104,399	402-23-537-0-159-59100
	ADMINISTRATION & OVERHEAD CHARGES	\$624,077	402-23-537-0-159-59110
SOLID WASTE UTILITY SERVICES		\$5,956,209	
	SALARIES AND WAGES	\$1,126,218	402-23-537-0-151-51100
	SALARIES AND WAGES	\$1,650	402-23-537-0-151-51100
	LABOR & INDUSTRIES	\$29,115	402-23-537-0-151-52300
	UNIFORMS & CLOTHING	\$6,000	402-23-537-0-151-52820
	TELEPHONE	\$2,000	402-23-537-0-151-54210
	TRAVEL	\$1,500	402-23-537-0-151-54310
	HEALTH INSURANCE	\$247,858	402-23-537-0-151-52400
	OFFICE & OPERATING SUPPLIES	\$27,500	402-23-537-0-151-53100
	STATE EXAMINER AUDITING	\$28,000	402-23-537-0-151-54121
	B & O TAX (CITY)	\$415,000	402-23-537-0-151-54485
	MACHINE RENTAL	\$5,500	402-23-537-0-151-54544
	PUBLIC UTILITY SERVICES	\$13,000	402-23-537-0-151-54700
	COMPUTER SOFTWARE	\$2,500	402-23-537-0-151-54915
	EDUCATION - TUITION & REGISTRATION	\$1,500	402-23-537-0-151-54982
	RETIREMENT	\$110,020	402-23-537-0-151-52200
	MINOR TOOLS & EQUIPMENT	\$4,000	402-23-537-0-151-53500
	PROFESSIONAL SERVICES	\$60,000	402-23-537-0-151-54110
	SALES EXCISE TAX - STATE	\$310,000	402-23-537-0-151-54484
	EQUIPMENT RENTAL & RESERVE	\$710,500	402-23-537-0-151-54543
	LIABILITY INSURANCE PSCIA	\$150,076	402-23-537-0-151-54630
	MAINTENANCE CONTRACT - SOFTWARE	\$17,233	402-23-537-0-151-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$491	402-23-537-0-151-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$1,803	402-23-537-0-151-54840
	LAUNDRY	\$9,500	402-23-537-0-151-54913
	DRAINAGE & DIKE TAX	\$3,500	402-23-537-0-151-54483
	REPAIRS & MAINTENANCE	\$10,000	402-23-537-0-151-54810
	HAZARDOUS WASTE DISPOSAL	\$7,000	402-23-537-0-151-54969
	SKAGIT COUNTY SOLID WASTE DISPOSAL FEES	\$2,300,000	402-23-537-0-151-55125
	SOCIAL SECURITY	\$89,685	402-23-537-0-151-52100
	CRUSHED GRAVEL	\$2,000	402-23-537-0-151-53143
	PUBLIC EDUCATION	\$4,500	402-23-537-0-151-54186
	VEHICLE REPAIRS	\$88,500	402-23-537-0-151-54542
	SALARIES - PART-TIME EMPLOYEES	\$56,410	402-23-537-0-151-51200
	OVERTIME	\$24,000	402-23-537-0-151-51300
	LICENSES & FEES	\$2,200	402-23-537-0-151-54184
	CELLULAR PHONES	\$9,500	402-23-537-0-151-54212
	CONSTRUCTION & DEMO RECYCLING COSTS	\$5,000	402-23-537-0-151-54942
	POSTAGE	\$1,500	402-23-537-0-151-54230
	MISC PERILS & PROPERTY LOSS INSURANCE	\$14,925	402-23-537-0-151-54640
	VEHICLE IMPOUNDMENT	\$1,500	402-23-537-0-151-54925
	YARD WASTE DISPOSAL	\$44,300	402-23-537-0-151-54935
	ALLEY MAINTENANCE	\$4,000	402-23-537-0-151-54966
	TRAINING MATERIALS	\$1,500	402-23-537-0-151-53120
	OFFICE EQUIPMENT	\$4,000	402-23-537-0-151-53134
	FIBER OPTIC SERVICES (EXPENSE)	\$225	402-23-537-0-151-54215
	EQUIPMENT MAINTENANCE	\$1,000	402-23-537-0-151-54830
SOLID WASTE CWP SERVICES		\$72,346	

Activity Description	Object Code Description	Amount	Account Number
	SOCIAL SECURITY	\$3,933	402-23-537-0-160-52100
	SALARIES AND WAGES	\$51,418	402-23-537-0-160-51100
	RETIREMENT	\$4,900	402-23-537-0-160-52200
	LABOR & INDUSTRIES	\$1,792	402-23-537-0-160-52300
	HEALTH INSURANCE	\$9,803	402-23-537-0-160-52400
	OVERTIME	\$500	402-23-537-0-160-51300
CAPITAL EXPENDITURES - SOLID WASTE		\$124,000	
	GARBAGE BINS, MACHINERY, & EQUIPMENT	\$120,000	402-23-594-0-241-56441
	OTHER IMPROVEMENTS	\$4,000	402-23-594-0-241-56200
		\$6,881,031	



SURFACE WATER MGMT UTILITY

2024 Adopted Budget

Fund Overview

The Surface Water Utility helps protect the life, health, and property of the public by managing the City’s surface water. Specific surface water management efforts protect water quality; control, accommodate and discharge storm runoff; provide for groundwater recharge; control sediment; stabilize erosion; establish monitoring capability; and rehabilitate stream and drainage corridors for capacity, aesthetics, and aquatic wildlife protection.



Department Goals

Continue to build the Surface Water CIP Program consistent with the Comprehensive Surface Water Management Plan. Develop surface water management programs and standards to achieve full compliance with Federal, State, and Local water quality regulations. Continue to work on the restoration of the storm sewer systems as part of the on-going “Storm System Restoration Program”.

Revenue Estimates

Activity Description	Object Code Description	Amount	Account Number
STATE GRANT FROM DEPARTMENT OF ECOLOGY		\$130,000	
	DOE STORMWATER GRANT	\$130,000	403-00-334-0-301-33403
INTEREST EARNINGS		\$7,000	
	INTEREST EARNINGS	\$7,000	403-00-361-0-372-36110
STORM DRAINAGE SALES & SERVICES		\$3,432,000	
	DRAINAGE UTILITY FEES	\$3,432,000	403-00-343-0-338-34310
		\$3,569,000	

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
CAPITAL EXPENDITURES - IRRIGATION & RECLAMATION UTILITIES		\$1,091,000	
	OTHER IMPROVEMENTS	\$250,000	403-38-594-0-242-56200
	OTHER IMPROVEMENTS	\$225,000	403-38-594-0-242-56200
	OTHER IMPROVEMENTS	\$200,000	403-38-594-0-242-56200
	STORMLINE REPLACEMENT & REPAIRS	\$300,000	403-38-594-D12001-242-56315
	VEHICLES & EQUIPMENT	\$15,000	403-38-594-0-242-56460
	VEHICLES & EQUIPMENT	\$6,000	403-38-594-0-242-56460
	VEHICLES & EQUIPMENT	\$95,000	403-38-594-0-242-56460
STORM DRAINAGE SERVICES - INTERFUND ADMINISTRATION & OVERHEAD CHARGES		\$382,377	
	ADMINISTRATION & OVERHEAD CHARGES	\$382,377	403-38-531-0-147-59110
OPERATING TRANSFERS - OUT - LIBRARY PARKING STRUCTURE		\$166,875	
	TRANSFER TO LIBRARY PARKING STRUCTURE	\$166,875	403-38-597-L94007-260-50108
STORM DRAINAGE SERVICES - INTERFUND REPAIR & MAINTENANCE CHARGES		\$209,401	
	INTERFUND REPAIRS & MAINTENANCE	\$209,401	403-38-531-0-149-59800
STORM DRAINAGE MAINTENANCE SERVICES		\$624,086	
	OFFICE EQUIPMENT	\$1,500	403-38-531-0-146-53134
	PUBLIC UTILITY SERVICE - DRAINAGE DISTRICT 17	\$8,000	403-38-531-0-146-54701
	EDUCATION - TUITION & REGISTRATION	\$1,000	403-38-531-0-146-54982
	FIBER OPTIC SERVICES (EXPENSE)	\$3,000	403-38-531-0-146-54215
	MACHINE RENTAL	\$6,000	403-38-531-0-146-54544
	FLOOD FIGHTING COSTS	\$30,000	403-38-531-0-146-53156
	CELLULAR PHONES	\$3,000	403-38-531-0-146-54212
	TRAVEL	\$500	403-38-531-0-146-54310
	ELECTRICAL MAINTENANCE	\$5,000	403-38-531-0-146-54863
	LAUNDRY	\$5,000	403-38-531-0-146-54913
	VEHICLE REPAIRS	\$34,919	403-38-531-0-146-54542
	GROUND MAINTENANCE	\$4,000	403-38-531-0-146-54820
	MECHANICAL MAINTENANCE	\$15,000	403-38-531-0-146-54862
	STRUCTURAL MAINTENANCE	\$3,000	403-38-531-0-146-54864
	SANITARY GRIT SCREENINGS DISPOSAL	\$30,000	403-38-531-0-146-54921
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$200	403-38-531-0-146-54980
	DRAINAGE & DIKE TAX	\$500	403-38-531-0-146-54483
	SALES EXCISE TAX - STATE	\$50,000	403-38-531-0-146-54484
	OPERATIONAL MAINTENANCE & REPAIR	\$15,000	403-38-531-0-146-54831
	MAINTENANCE SUPPLIES	\$12,000	403-38-531-0-146-53115
	EQUIPMENT RENTAL & RESERVE	\$299,117	403-38-531-0-146-54543
	PUBLIC UTILITY SERVICES	\$4,200	403-38-531-0-146-54700
	COMPUTER SOFTWARE	\$150	403-38-531-0-146-54915
	MINOR TOOLS & EQUIPMENT	\$7,000	403-38-531-0-146-53500
	DETENTION POND MAINTENANCE	\$50,000	403-38-531-0-146-54867
	MOSQUITO CONTROL MAINTENANCE	\$25,000	403-38-531-0-146-54833
	MAINTENANCE CONTRACT - SOFTWARE	\$11,000	403-38-531-0-146-54840
STORM DRAINAGE UTILITY SERVICES		\$1,680,057	
	OVERTIME	\$1,000	403-38-531-0-145-51300
	RETIREMENT	\$56,983	403-38-531-0-145-52200
	OFFICE SUPPLIES	\$2,000	403-38-531-0-145-53110
	OFFICE EQUIPMENT	\$6,000	403-38-531-0-145-53134
	POSTAGE	\$1,000	403-38-531-0-145-54230
	DISCHARGE PERMIT	\$35,000	403-38-531-0-145-54903
	SALARIES AND WAGES	\$608,884	403-38-531-0-145-51100
	SALARIES AND WAGES	\$7,000	403-38-531-0-145-51100
	PUBLIC UTILITY SERVICES	\$28,000	403-38-531-0-145-54700
	LIABILITY INSURANCE PSCIA	\$53,599	403-38-531-0-145-54630
	MAINTENANCE CONTRACT - SOFTWARE	\$23,000	403-38-531-0-145-54840
	LABOR & INDUSTRIES	\$14,274	403-38-531-0-145-52300
	HEALTH INSURANCE	\$123,230	403-38-531-0-145-52400
	PROFESSIONAL PUBLICATIONS	\$100	403-38-531-0-145-53125

Activity Description	Object Code Description	Amount	Account Number
	MACHINE RENTAL	\$225	403-38-531-0-145-54544
	PARKER BUSINESS CENTER DUES	\$7,500	403-38-531-0-145-54932
	PUBLIC EDUCATION	\$4,000	403-38-531-0-145-54186
	EQUIPMENT MAINTENANCE	\$750	403-38-531-0-145-54830
	COMPUTER SOFTWARE	\$5,700	403-38-531-0-145-54915
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$1,000	403-38-531-0-145-54980
	SALARIES - PART-TIME EMPLOYEES	\$22,911	403-38-531-0-145-51200
	SOCIAL SECURITY	\$46,501	403-38-531-0-145-52100
	PROFESSIONAL SERVICES	\$74,000	403-38-531-0-145-54110
	PROFESSIONAL SERVICES	\$25,000	403-38-531-0-145-54110
	PROFESSIONAL SERVICES	\$25,000	403-38-531-0-145-54110
	PROFESSIONAL SERVICES	\$40,000	403-38-531-0-145-54110
	PROFESSIONAL SERVICES	\$8,000	403-38-531-0-145-54110
	PROFESSIONAL SERVICES	\$50,000	403-38-531-0-145-54110
	DRAINAGE STUDIES	\$400,000	403-38-531-0-145-54128
	FIBER OPTIC SERVICES (EXPENSE)	\$5,400	403-38-531-0-145-54215
	TRAVEL	\$1,500	403-38-531-0-145-54310
	EDUCATION - TUITION & REGISTRATION	\$2,500	403-38-531-0-145-54982
STORM DRAINAGE SERVICES - INTERFUND PROFESSIONAL SERVICE CHARGES		\$308,160	
	INTERFUND PROFESSIONAL SERVICES	\$308,160	403-38-531-0-148-59100
STORM DRAINAGE SERVICES - OTHER INTERFUND CHARGES		\$103,880	
	OTHER INTERFUND SERVICES & CHARGES	\$103,880	403-38-531-0-150-59900
		\$4,565,836	

WASTEWATER UTILITY

2024 Adopted Budget

Fund Overview

The Wastewater Utility Staff is comprised of sixteen full time employees who are responsible for the operation and maintenance of the Wastewater Treatment Plant and twenty pump stations. The budgetary process allocates resources that allow us to maximize the useful life of our infrastructure and meet regulatory requirements. The Wastewater staff is comprised of highly skilled operators that allow us to perform a majority of our heavy maintenance in-house which in-turn conserves rate payer funds. The Wastewater Treatment Plant has a Washington State certified laboratory, managed by our Process Analyst, where we perform daily process testing as well as NPDES Permit required testing that is submitted monthly to Department of Ecology.

The Wastewater Utility staff looks forward to working with the Mayor and Council to meet all of our established goals while protecting the environment and serving the citizens of Mount Vernon in 2024.



Department Goals

1. Continue to maintain compliance with our NPDES (National Pollutant Discharge Elimination System) permit.
2. Continue maintaining compliance with the Puget Sound Nutrient General Permit.
3. Work on Sewer Comprehensive Plan update with completion date of mid 2025
4. Complete the Influent Header Replacement Project to increase the header size to assure safe operation of our influent pump station during times of high flow.
5. Continue operating and maintaining the Wastewater Treatment Plant to increase efficiency and capacity of our treatment plant process.
6. Perform collection pipe lining and rehab program .



Revenue Estimates

Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - IN		\$315,000	
	OPERATING TRANSFERS - IN - SEWER UTILITIES	\$315,000	401-00-397-0-393-39701
LIEN RELEASE		\$125,000	
	LIEN RELEASE	\$125,000	401-00-369-0-383-36995
INTEREST EARNINGS		\$18,000	
	INTEREST EARNINGS	\$18,000	401-00-361-0-372-36110
SEWER/RECLAIMED WATER SALES & SERVICES		\$9,947,158	
	SEWER SERVICE FEES	\$9,885,700	401-00-343-0-339-34351
	INTERFUND SERVICE FEES	\$61,458	401-00-343-0-339-34352
MISCELLANEOUS REVENUES		\$50,000	
	MISCELLANEOUS REVENUES	\$50,000	401-00-369-0-381-36990
RENTS & LEASES		\$25,000	
	FACILITY RENTALS (REVENUE)	\$25,000	401-00-362-0-375-36255
		\$10,480,158	

Approved Expenditures

Activity Description	Object Code Description	Amount	Account Number
SEWER COLLECTION SERVICES		\$1,293,698	
	MINOR TOOLS & EQUIPMENT	\$6,000	401-22-535-0-152-53500
	COMMUNICATION SERVICES	\$5,000	401-22-535-0-152-54214
	MAINTENANCE SUPPLIES	\$2,000	401-22-535-0-152-53115
	COMPUTER SOFTWARE	\$24,000	401-22-535-0-152-54915
	SOCIAL SECURITY	\$23,421	401-22-535-0-152-52100
	RETIREMENT	\$28,839	401-22-535-0-152-52200
	LABOR & INDUSTRIES	\$7,256	401-22-535-0-152-52300
	OPERATING SUPPLIES	\$4,000	401-22-535-0-152-53111
	VEHICLE REPAIRS	\$9,450	401-22-535-0-152-54542
	LAUNDRY	\$4,100	401-22-535-0-152-54913
	HEALTH INSURANCE	\$40,987	401-22-535-0-152-52400
	EDUCATION - TUITION & REGISTRATION	\$4,000	401-22-535-0-152-54982
	MACHINE RENTAL	\$3,000	401-22-535-0-152-54544
	REPAIRS & MAINTENANCE	\$35,000	401-22-535-0-152-54810
	MAINTENANCE CONTRACT - SOFTWARE	\$2,500	401-22-535-0-152-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$5,806	401-22-535-0-152-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$20,013	401-22-535-0-152-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$819	401-22-535-0-152-54840

Activity Description	Object Code Description	Amount	Account Number
	MAINTENANCE CONTRACT - SOFTWARE	\$1,440	401-22-535-0-152-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$166	401-22-535-0-152-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$804	401-22-535-0-152-54840
	MAINTENANCE CONTRACT - SOFTWARE	\$712	401-22-535-0-152-54840
	SALARIES AND WAGES	\$306,672	401-22-535-0-152-51100
	SALARIES AND WAGES	\$32,000	401-22-535-0-152-51100
	OVERTIME	\$2,000	401-22-535-0-152-51300
	UNIFORMS & CLOTHING	\$1,500	401-22-535-0-152-52820
	OFFICE SUPPLIES	\$700	401-22-535-0-152-53110
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$200	401-22-535-0-152-54980
	PROFESSIONAL SERVICES	\$20,000	401-22-535-0-152-54110
	TRAVEL	\$800	401-22-535-0-152-54310
	LEASEHOLD EXCISE TAX PAYMENTS	\$3,200	401-22-535-0-152-54400
	EQUIPMENT RENTAL & RESERVE	\$658,277	401-22-535-0-152-54543
	PUBLIC UTILITY SERVICES	\$6,580	401-22-535-0-152-54700
	GROUNDS MAINTENANCE	\$1,000	401-22-535-0-152-54820
	SANITARY GRIT SCREENINGS DISPOSAL	\$20,000	401-22-535-0-152-54921
	SALARIES - PART-TIME EMPLOYEES	\$11,456	401-22-535-0-152-51200
SEWER COLLECTION SERVICES - INTERFUND PROFESSIONAL SERVICE CHARGES		\$306,338	
	INTERFUND PROFESSIONAL SERVICES	\$306,338	401-22-535-0-153-59100
DEBT SERVICE - INTEREST - WWTP		\$160,584	
	DEBT SERVICE - INTEREST - WWTP	\$160,584	401-22-592-0-234-58201
OPERATING TRANSFERS - OUT - LIBRARY PARKING STRUCTURE		\$50,000	
	TRANSFER TO LIBRARY PARKING STRUCTURE	\$50,000	401-22-597-L94007-260-50108
SEWER TREATMENT SERVICES - INTERFUND ADMINISTRATION & OVERHEAD CHARGES		\$1,005,734	
	ADMINISTRATION & OVERHEAD CHARGES	\$1,005,734	401-22-535-0-157-59110
SEWER TREATMENT SERVICES		\$5,827,751	
	LABOR & INDUSTRIES	\$26,875	401-22-535-0-156-52300
	OPERATING SUPPLIES	\$175,000	401-22-535-0-156-53111
	STATE EXAMINER AUDITING	\$38,000	401-22-535-0-156-54121
	SLUDGE HAUL & APPLICATION CONTRACT	\$200,000	401-22-535-0-156-54132
	FIBER OPTIC SERVICES (EXPENSE)	\$5,400	401-22-535-0-156-54215
	SALES EXCISE TAX - STATE	\$300,000	401-22-535-0-156-54484
	LAUNDRY	\$5,200	401-22-535-0-156-54913
	SALARIES AND WAGES	\$1,220,370	401-22-535-0-156-51100
	SALARIES AND WAGES	\$10,000	401-22-535-0-156-51100
	LAB SUPPLIES	\$18,000	401-22-535-0-156-53114
	MINOR TOOLS & EQUIPMENT	\$5,000	401-22-535-0-156-53500
	B & O TAX (CITY)	\$790,000	401-22-535-0-156-54485
	OVERTIME	\$33,000	401-22-535-0-156-51300
	CELLULAR PHONES	\$250	401-22-535-0-156-54212
	TRAVEL	\$6,000	401-22-535-0-156-54310
	STRUCTURAL MAINTENANCE	\$100,000	401-22-535-0-156-54864
	DUES - MEMBERSHIPS & SUBSCRIPTIONS	\$3,000	401-22-535-0-156-54980
	COMMUNICATIONS EQUIPMENT	\$80,000	401-22-535-0-156-56400
	RETIREMENT	\$114,878	401-22-535-0-156-52200
	UNIFORMS & CLOTHING	\$5,000	401-22-535-0-156-52820
	COMMUNICATION SERVICES	\$5,000	401-22-535-0-156-54214
	VEHICLE REPAIRS	\$5,650	401-22-535-0-156-54542
	EQUIPMENT RENTAL & RESERVE	\$39,606	401-22-535-0-156-54543
	MACHINE RENTAL	\$7,000	401-22-535-0-156-54544
	PUBLIC UTILITY SERVICES	\$415,000	401-22-535-0-156-54700
	MECHANICAL MAINTENANCE	\$150,000	401-22-535-0-156-54862
	SOCIAL SECURITY	\$93,265	401-22-535-0-156-52100
	COMPUTER EQUIPMENT & SUPPLIES	\$20,000	401-22-535-0-156-53150
	PROFESSIONAL SERVICES	\$475,000	401-22-535-0-156-54110
	CONTROL SYSTEMS MAINTENANCE CONTRACT	\$35,000	401-22-535-0-156-54131
	LEGAL PUBLISHING	\$250	401-22-535-0-156-54180
	POSTAGE	\$1,800	401-22-535-0-156-54230

Activity Description	Object Code Description	Amount	Account Number
	COLLECTION FEES & MISC EXPENSES	\$62,000	401-22-535-0-156-54987
	HEALTH INSURANCE	\$211,321	401-22-535-0-156-52400
	EMPLOYEE WELLNESS	\$800	401-22-535-0-156-52520
	OFFICE SUPPLIES	\$12,000	401-22-535-0-156-53110
	LIABILITY INSURANCE PSCIA	\$536,977	401-22-535-0-156-54630
	GROUNDS MAINTENANCE	\$3,000	401-22-535-0-156-54820
	MAINTENANCE CONTRACT - SOFTWARE	\$43,000	401-22-535-0-156-54840
	COMPUTER SOFTWARE	\$25,000	401-22-535-0-156-54915
	EDUCATION - TUITION & REGISTRATION	\$8,500	401-22-535-0-156-54982
	SALARIES - PART-TIME EMPLOYEES	\$27,098	401-22-535-0-156-51200
	MAINTENANCE SUPPLIES	\$40,000	401-22-535-0-156-53115
	LABORATORY SERVICES	\$25,000	401-22-535-0-156-54133
	DRAINAGE & DIKE TAX	\$6,500	401-22-535-0-156-54483
	MISC PERILS & PROPERTY LOSS INSURANCE	\$303,011	401-22-535-0-156-54640
	ELECTRICAL MAINTENANCE	\$100,000	401-22-535-0-156-54863
	WW DISCHARGE PERMIT	\$40,000	401-22-535-0-156-55131
SEWER COLLECTION SERVICES - OTHER INTERFUND CHARGES		\$36,756	
	OTHER INTERFUND SERVICES & CHARGES	\$36,756	401-22-535-0-155-59900
CAPITAL EXPENDITURES - SEWER TREATMENT UTILITIES		\$41,000	
	OFFICE & PLANT EQUIPMENT	\$20,000	401-22-594-0-239-56444
	WASTEWATER PLANT PROCESS MODIFICATIONS	\$15,000	401-22-594-0-239-56443
	VEHICLES & EQUIPMENT	\$6,000	401-22-594-0-239-56460
DEBT REPAYMENT - SEWER/RECLAIMED WATER UTILITIES		\$1,919,728	
	DEBT SERVICE - PRINCIPAL - WWTP	\$1,919,728	401-22-591-0-227-57801
CAPITAL EXPENDITURES - SEWER TREATMENT PUMP SERVICES		\$21,000	
	COMPUTER HARDWARE & EQUIPMENT	\$6,000	401-22-594-0-240-56415
	FURNITURE & EQUIPMENT	\$15,000	401-22-594-0-240-56420
SEWER COLLECTION SERVICES - INTERFUND REPAIR & MAINTENANCE CHARGES		\$207,892	
	INTERFUND REPAIRS & MAINTENANCE	\$207,892	401-22-535-0-154-59800
SEWER TREATMENT PUMP SERVICES		\$259,780	
	MINOR TOOLS & EQUIPMENT	\$1,000	401-22-535-0-158-53500
	GROUNDS MAINTENANCE	\$1,000	401-22-535-0-158-54820
	OPERATING SUPPLIES	\$20,000	401-22-535-0-158-53111
	EQUIPMENT RENTAL & RESERVE	\$6,855	401-22-535-0-158-54543
	MAINTENANCE SUPPLIES	\$4,000	401-22-535-0-158-53115
	FIBER OPTIC SERVICES (EXPENSE)	\$5,400	401-22-535-0-158-54215
	ELECTRICAL MAINTENANCE	\$60,000	401-22-535-0-158-54863
	VEHICLE REPAIRS	\$1,525	401-22-535-0-158-54542
	MECHANICAL MAINTENANCE	\$130,000	401-22-535-0-158-54862
	PROFESSIONAL SERVICES	\$20,000	401-22-535-0-158-54110
	STRUCTURAL MAINTENANCE	\$10,000	401-22-535-0-158-54864
OPERATING TRANSFERS - OUT - SEWER PROJECTS		\$1,000,000	
	TRANSFER TO SEWER PROJECTS	\$1,000,000	401-22-597-0-262-50111
		\$12,130,261	

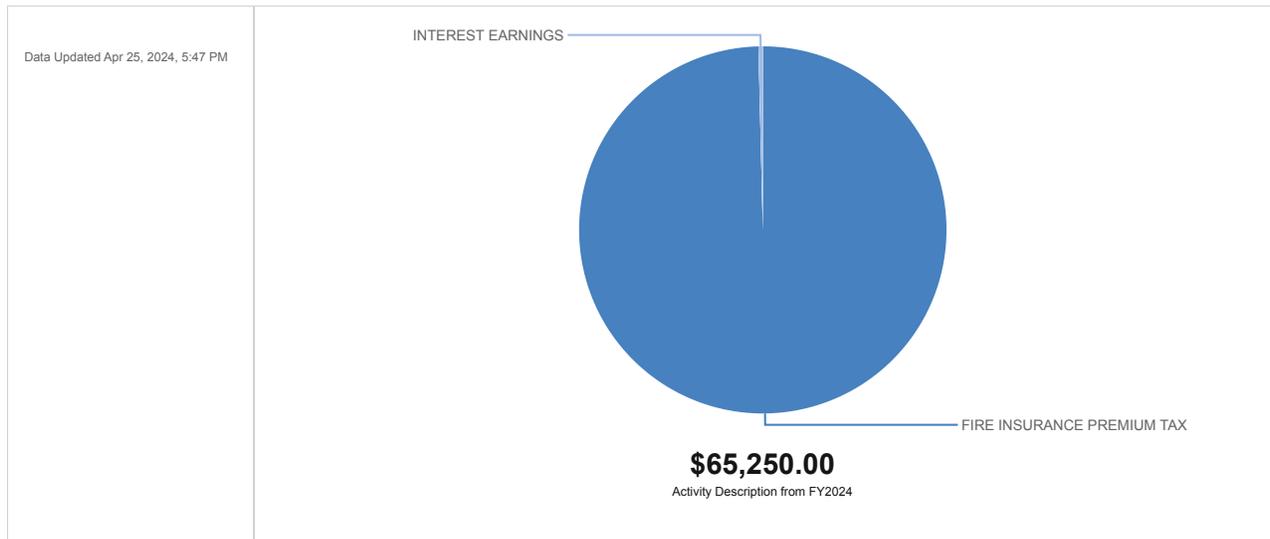
FIREMEN'S PENSION FUND

2024 Adopted Budget

Capital Fund Overview

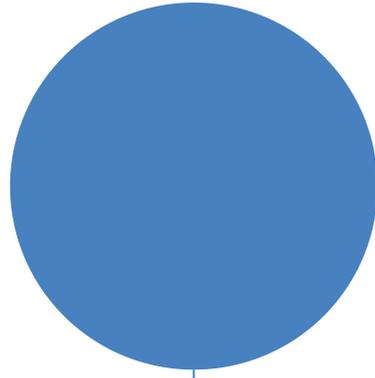
The State collects a 2% tax on the premiums of all insurance policies written. A portion of this assessment is distributed to cities and fire districts that had firemen’s pension funds that existed prior to March 1, 1970 (LEOFF System I). The amount remitted is determined by the number of full-time paid firemen in the City proportionate to the statewide total. These funds are intended to provide retirement and/or healthcare benefits for those City Firefighters who were employed prior to the establishment of the LEOFF System. Excess FP&R funds may be used to pay for LEOFF 1 health insurance.

Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
INTEREST EARNINGS		\$250	
	INTEREST EARNINGS	\$250	611-00-361-0-372-36110
FIRE INSURANCE PREMIUM TAX		\$65,000	
	FIRE INSURANCE PREMIUM TAX	\$65,000	611-00-336-0-323-33618
		\$65,250	

Approved Expenditures



OPERATING TRANSFERS - OUT

\$50,000.00

Activity Description in FY2024

Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - OUT		\$50,000	
	OPERATING TRANSFERS - OUT	\$50,000	611-25-597-0-256-50100
		\$50,000	



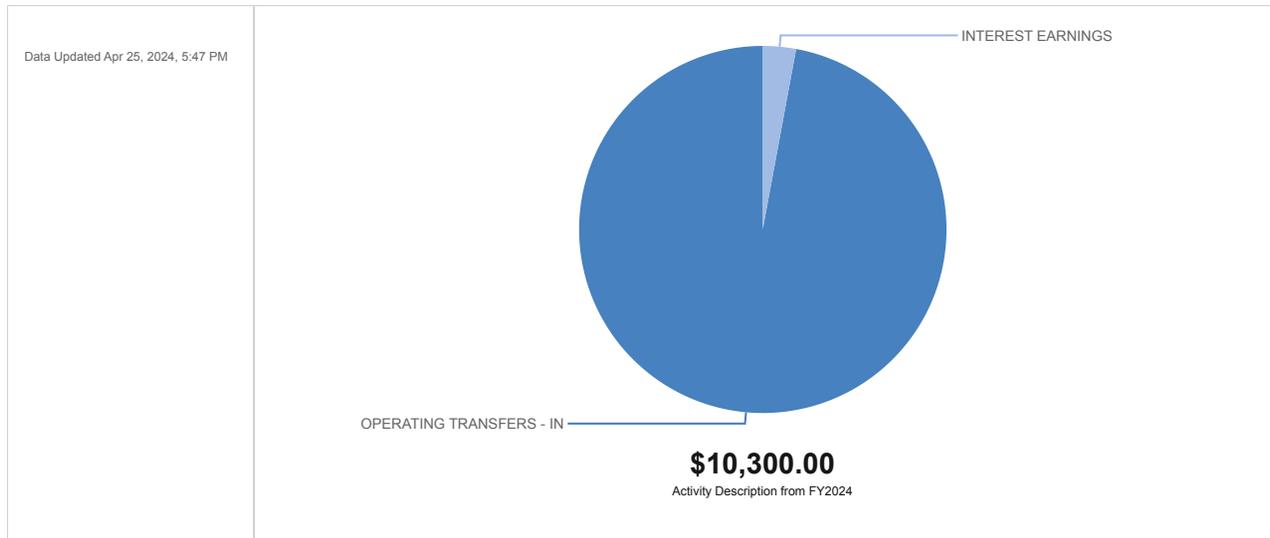
LEOFF I LT HEALTHCARE INSURANCE RESERVE

2024 Adopted Budget

Capital Fund Overview

The City of Mount Vernon established a LEOFF I Retirees Long-term Care Reserve Fund in December 2008 whereby the City would set aside funds each year to begin building a reserve fund for future long-term care costs associated with the City’s LEOFF I retirees. The City has twenty-one LEOFF I retirees in which the City is obligated under State statutes to provide 100% medical coverage, including long-term care costs, for the lifetime of those retirees. The City incurred LEOFF I retiree long-term care costs from March 2010 to September 2011 along with minor cost in 2015, and is budgeting for potential expenditures in 2024.

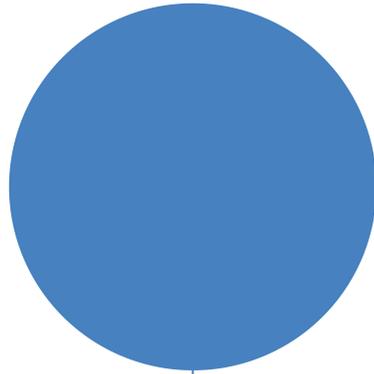
Revenue Estimates



Activity Description	Object Code Description	Amount	Account Number
OPERATING TRANSFERS - IN		\$10,000	
	OPERATING TRANSFERS - IN	\$10,000	512-00-397-0-393-39700
INTEREST EARNINGS		\$300	
	INTEREST EARNINGS	\$300	512-00-361-0-372-36110
		\$10,300	

Approved Expenditures

Data Updated Apr 25, 2024, 5:47 PM



OTHER BENEFIT PAYMENTS TO RETIREES

\$40,000.00

Activity Description in FY2024

Activity Description	Object Code Description	Amount	Account Number
PENSION & OTHER BENEFIT PAYMENTS TO RETIREES		\$40,000	
	MEDICAL CLAIMS - LEOFF I	\$40,000	512-06-517-0-103-52912
		\$40,000	



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MANAGERIAL (FIDUCIARY) FUNDS

2024 Adopted Budget

Capital Fund Overview

Fiduciary funds account for assets held by the City in a trustee capacity for other governments, private organizations or individuals.

Revenue Estimates

Funds	Account Number	Account Name	2024 Adopted Budget	Account Number
641	641-00-389-0-389-38900	OTHER NON-REVENUES	\$15,000	641-00-389-0-389-38900
651	651-00-386-0-387-38601	COURT REMITTANCE RCPTS-STATE	\$85,000	651-00-386-0-387-38601
652	652-00-386-0-387-38680	FBI FINGERPRINTS (REVENUE)	\$3,500	652-00-386-0-387-38680
652	652-00-386-0-387-38610	STATE BUILDING CODE FEE (REVENUE)	\$4,000	652-00-386-0-387-38610
652	652-00-386-0-387-38650	CONCEALED WEAPONS PERMIT (REVENUE)	\$10,000	652-00-386-0-387-38650
653	653-00-386-0-387-38660	M.V. SCHOOL IMPACT FEES (REVENUE)	\$210,424	653-00-386-0-387-38660
			\$327,924	

Approved Expenditures

Funds	Account Number	Account Name	2024 Adopted Budget	Account Number
641	641-11-589-0-224-50300	DEVELOPER DEPOSIT REFUNDS	\$15,000	641-11-589-0-224-50300
651	651-30-589-0-225-50399	OTHER NON-EXPENDITURES	\$85,000	651-30-589-0-225-50399
652	652-34-586-0-223-50305	FBI FINGERPRINTS (EXPENSE)	\$3,500	652-34-586-0-223-50305
652	652-34-586-0-219-50303	CONCEALED WEAPONS PERMIT (EXPENSES)	\$10,000	652-34-586-0-219-50303
652	652-34-586-0-217-50301	STATE BUILDING CODE FEE (EXPENSE)	\$4,000	652-34-586-0-217-50301
653	653-40-586-0-221-50306	M.V. SCHOOL IMPACT FEES (EXPENSE)	\$200,000	653-40-586-0-221-50306
653	653-40-508-0-088-50880	ENDING FUND BALANCE	\$10,424	653-40-508-0-088-50880
			\$327,924	



SUPPLEMENTAL

2024 Adopted Budget

ORDINANCE NO. 3878

AN ORDINANCE OF THE CITY OF MOUNT VERNON, WASHINGTON, ADOPTING THE BUDGET FOR THE YEAR 2024.

THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, WASHINGTON DOES ORDAIN AS FOLLOWS:

Section 1: The budget for the City of Mount Vernon for the year ending December 31, 2024 is hereby adopted at the fund level in its final form.

Section 2: Estimated resources for each fund of the City, and expenditures for all such funds for the year ending December 31, 2024 are set forth in summary form below and are hereby appropriated for expenditure at the fund level during the year 2024.

<u>Fund No.</u>	<u>Fund/Department Description</u>	<u>Estimated Revenues</u>	<u>Budgeted Expenditures</u>	<u>Budgeted Fund Balance</u>
001	General Fund			
	City Council	\$ 245,230		
	Municipal Court	632,600		
	Mayor	553,311		
	Finance	1,282,752		
	City Attorney	810,706		
	Human Resources	959,198		
	General Facilities	1,273,363		
	Police Department	13,218,120		
	Fire Department	10,266,050		
	Public Works/Engineering	1,049,240		
	Development Services	2,605,685		
	TV 10 - Public Access Cable	248,410		
	CDBG Entitlement Grant	355,000		
	Information Services	1,799,559		
	Non-Department	560,113		
	Total General Fund	\$ 34,214,749	\$ 35,859,337	\$ 1,644,588
101	City Street Fund	2,337,010	2,453,431	116,421
103	Parks and Enrichment Services Fund	2,881,689	3,001,202	139,513
104	Library Fund	1,622,737	1,717,187	94,450
102	Arterial Street Fund	2,008,000	1,978,000	(30,000)
105	Paths and Trails Fund	3,545	53,000	49,455
106	Tourism Promotion Fund	315,000	432,650	117,650
107	Little Mtn Improvements Reserve	81,700	89,271	7,571
109	Crime Prevention Fund	6,500	8,600	2,100
110	Government Access Fund	70,000	307,500	237,500
112	Criminal Justice Assistance	64,571	63,000	(1,571)
113	Municipal Arts Fund	6,748	6,500	(248)
115	Parks Capital Improvements Reserve	136,062	347,650	211,588
117	TBD Fund	2,287,000	2,475,000	188,000
118	Fiber Optic Fund	339,200	555,231	216,031
119	Critical Areas Enhancement Fund	7,500	30,000	22,500
120	Lincoln Commercial Block	74,100	49,000	(25,100)
121	American Rescue Plan Act (ARPA)	10,000	731,241	721,241
122	Affordable & Supportive Housing (HB1406)	65,029	65,029	-
123	Afford Housing Sales & Use Tax (HB1590)	1,140,000	665,205	(474,795)

Fund No.	Fund/Department Description	Estimated Revenues	Budgeted Expenditures	Budgeted Fund Balance
210	LTGO Fire Bond	\$ 876,747	\$ 876,747	\$ -
301	MV Library Commons Project	35,926,125	37,030,000	1,103,875
304	Capital Improvements Fund - REET I	758,800	545,750	(213,050)
306	Fire Station Projects	1,278,599	7,052,823	5,774,224
311	Parks Impact Fees	20,700	-	(20,700)
312	Fire Impact Fees	55,100	290,000	234,900
313	Transportation Impact Fees	279,000	71,000	(208,000)
314	REET II - Streets	754,000	833,000	79,000
328	PW Facility Fund	-	-	-
401	Wastewater Utility Fund	10,480,158	12,130,281	1,650,103
402	Solid Waste Utility Fund	6,833,050	6,881,031	47,981
403	Surfacewater Utility Fund	3,569,000	4,565,836	996,836
411	Sewer Facility Expansion	455,000	2,270,000	1,815,000
412	Sewer Capital Reserve	1,008,000	2,750,000	1,742,000
501	Equipment Rental Fund	3,476,237	6,300,891	2,824,654
502	Facility Renewal Fund	101,000	644,000	543,000
512	LEOFF I LT Healthcare Reserve	10,300	40,000	29,700
611	Firemen's Pension & Relief Fund	65,250	50,000	(15,250)
600	Managerial Funds	327,924	317,500	(10,424)
Total 2024 All Funds		\$ 113,926,130	\$ 133,536,873	\$ 19,610,743

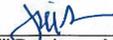
Section 3. That the detailed budget for 2024 as set forth in the City of Mount Vernon 2024 Budget, as approved by the City Council on the 15th day of November 2023, subsequent to a public hearing held on November 15, 2023 are adopted by reference and made a part of this ordinance.

Section 4. The Finance Director is directed to transmit a certified copy of this budget hereby adopted to the Office of the Auditor of the State of Washington and the Association of Washington Cities.

Section 5. This ordinance shall take effect and be in full force five (5) days after its passage, approval and publication.

PASSED AND ADOPTED THIS 15th DAY OF November 2023.

SIGNED AND APPROVED THIS 15th DAY OF November 2023.


 Jill Boudreau, Mayor

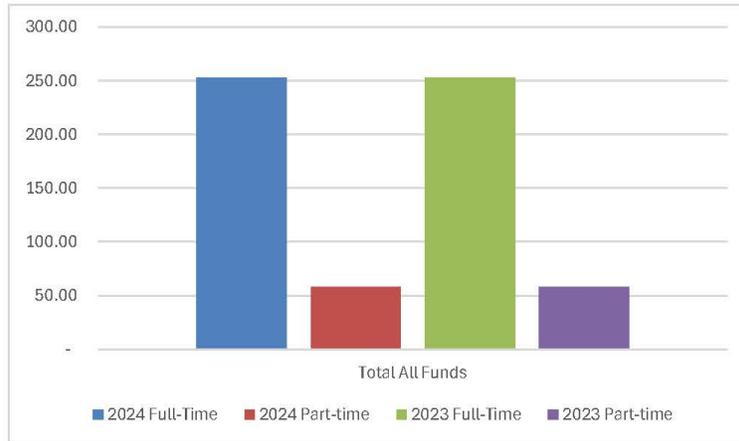
Attest: 
 Becky Jensen, City Clerk

Approved as to form:

 Kevin Rogerson, City Attorney

Published November 18, 2023

Employee Count



Department	2024		2023	
	Full-Time	Part-time	Full-Time	Part-time
Mayor	3.00	2	3.00	2
Finance & Administration	9.00	1	9.00	1
City Attorney	4.00	2	4.00	2
Human Resources	3.00	0	3.00	0
General Facilities	2.00	1	2.00	1
Police Department	64.00	2	64.00	2
Fire Department	55.00	0	55.00	0
Public Works / Engineering	7.25	0	7.25	0
Development Services	17.15	1	17.15	1
TV 10 - Public Education	2.00	1	2.00	1
Information Technology	7.00	0	7.00	0
City Street	7.00	1	7.00	1
Parks / Rec Activities	15.00	26	15.00	26
Library	10.00	13	10.00	13
Fiber Optics	3.00	0	3.00	0
ARPA	1.00	0	1.00	0
Outreach Services	3.00	0	3.00	0
Wastewater Utility	16.30	3	16.30	3
Solid Waste Utility	14.25	3	14.25	3
Surface Water Management	7.05	2	7.05	2
Equipment Rental	3.00	0	3.00	0
Total All Funds	253.00	58.00	253.00	58.00

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